Graduate Faculty Status

Graduate Faculty status at Minot State University is based on academic qualifications and/or professional expertise. Three categories of graduate faculty status are available.

Graduate Faculty

MSU Graduate Faculty are full-time faculty with an earned doctorate or terminal degree in the field of study or related field. Graduate Faculty may teach graduate courses and serve on graduate students' committees. Only graduate faculty with an earned doctorate or terminal degree may chair graduate students' committees.

Professional Graduate Faculty

MSU Professional Graduate Faculty are full-time faculty *without* a doctorate or terminal degree in the field of study or related field. Professional Graduate Faculty may teach graduate courses and serve on graduate students' committees.

Visiting Graduate Faculty

Visiting Graduate Faculty are part-time or one-year special contract faculty who are academically qualified in the field of study or related field. Visiting Graduate Faculty may teach graduate courses or serve on graduate students' committees. Only Visiting Graduate Faculty with an earned doctorate or terminal degree may chair graduate students' committees.

Definition of Academically Qualified

Faculty members are considered academically qualified for graduate teaching positions and serve on students' committees by meeting either of the following requirements:

a. Have an earned doctorate or terminal degree from a regionally accredited institution.
b. Have a master's degree from a regionally accredited institution and extraordinary teaching and/or scholarly skills that qualify the faculty member to teach and advise in a specific area of expertise. The faculty may also serve on graduate committees.

Additionally, faculty must provide support to illustrate currency in teaching and scholarship. Currency is defined by each academic unit and these definitions are reviewed and endorsed by the Graduate Council.

Application Process

Graduate Faculty

- Submit application with appropriate signatures and current vita
  - Tenured contract faculty must renew status every five years
  - Probationary contract faculty must renew status every three years
  - Special contract faculty must renew status annually

Professional Graduate Faculty

- Submit application with appropriate signatures and current vita
  - Tenured contract faculty must renew status every five years
  - Probationary contract faculty must renew status every three years
  - Special Contract faculty must renew status annually

Visiting Graduate Faculty

- Submit application with appropriate signatures along with a letter of support, signed by program director and department chairperson, indicating assignments for which faculty is qualified, specific details of extraordinary teaching or research skills which support this appointment.
  - Must renew status annually

Appointment Process

Completed applications are reviewed and approved by the head of the Graduate School. At their discretion, the head of the Graduate School may request additional information or support, or a consultation with the Program Director regarding an applicant. In the event the head of the Graduate School and the Program Director are unable to reach agreement, exceptions to the policy or process will be determined by the Graduate Council. Should the need arise for exceptions between terms in the absence of Graduate Council availability, the head of the Graduate School is authorized to provide a faculty member temporary status for up to one semester.

Application Deadlines

All applications are due to the Graduate School April 1, following annual evaluations

Application (https://www.minotstateu.edu/graduate/graduate_faculty/index.shtml/)