

FACULTY CLASSIFICATION

Faculty involved in oceanography at U.H. are divided into 4 distinct but not mutually exclusive categories:

1. Department Faculty: Members of the Department of Oceanography.
2. Graduate Faculty in Oceanography: Members of the Graduate Faculty who are in the Oceanography Field of Study.
3. Cooperating Graduate Faculty: Members of the Graduate Faculty who are not in the Oceanography Field of Study but who cooperate with it.
4. Affiliate Faculty: Persons not paid by UH, who are academically qualified to be Graduate Faculty and who serve on the Graduate Faculty by virtue of a cooperative association with the Department of Oceanography.

Definitions, rights and responsibilities of the 4 categories are as follows:

1. Department Faculty.
 - A. Definition
 1. Faculty who were elected to Oceanography Departmental status by a majority of the Oceanography Departmental faculty and who were subjected to an evaluation process consisting of at least
 - a. review and evaluation of resume and letters of recommendation by a duly appointed search committee
 - b. seminar in which the candidate presented results of his/ her research to faculty and students
 - c. exchange of questions and answers between the candidate and faculty by members at an Oceanography Departmental faculty meeting
 2. Whose continuance (upon occasions such as contract renewal or tenure review) needs the approval of the Department
 - B. Responsibilities and privileges.
 1. *Responsible for routinely teaching Departmental courses.
 2. Eligible to elect and to serve on the D.P.C.
 3. Eligible to vote on any personnel matters concerning Departmental faculty, except that only tenured faculty can vote on tenure decisions.
 4. Eligible to vote on decisions to hire personnel as Oceanography Department faculty.
 5. *Eligible to serve as Department Chairperson, or Associate Chairperson.
2. Graduate Faculty in Oceanography
 - A. Definition

1. *Members of the Graduate Faculty who are in Oceanography Field of Study.
2. *Members must be nominated by the incumbent Graduate Faculty in Oceanography.
3. Appointment renewable on a biannual basis.

B. Responsibilities and privileges

When called upon by the Field of Study they will:

1. Serve as members or chairs of thesis and dissertation committees.
2. Serve as chair persons of graduate fields of study.
3. Serve as preparers and graders of qualifying comprehensive and final examinations.
4. Participate in the design of graduate degree programs.
5. Participate in the review of student applications for admission.
6. Participate in the preparation of recommendations for admission actions.

In addition they have the right to:

7. Participate in decision making and voting on matters that are of concern to both the Department Faculty and the Graduate Faculty in Oceanography. This includes eligibility for service as voting members of search committees for Department Faculty, and voting of Department Chairperson but excludes those activities listed under I.B. above.

3. Cooperating Graduate Faculty.

A. Definition

1. *Members of the Graduate Faculty who are not in the Oceanography Field of Study, but who cooperate with it.
2. *Members must be appointed by the Department Faculty
3. *Appointment renewable on a biannual basis.

B. Responsibilities.

1. Serve as members of thesis and dissertation committees.
2. Provide advice and assistance to the Department when called upon.
3. Do not generally attend departmental meetings, and lack voting privileges.

4. Affiliate Faculty

- A. Definition. Persons not paid by UH, who are academically qualified to be Graduate Faculty and who serve on the Graduate Faculty by virtue of a cooperative association with the Department of Oceanography.

- B. Responsibilities. Same as for Cooperating Graduate Faculty.

Notes:

1. A person may be on the Graduate Faculty either in one or more of the Fields of Study or in the At Large category.
2. * = established University policy
3. To simplify the wording, this document has been written as though all Department Faculty were also Graduate Faculty in Oceanography. There are occasional cases in which this isn't true, but they pose no contradiction to anything written here.

DEFINITIONS

NOTE: In each of the three categories below, the appointment may be at the FULL or ASSOCIATE level. The distinctions between levels will be made clear under “privileges & responsibilities.”

REGULAR GRADUATE FACULTY administer the degree program in a graduate field of study. All members of the U.H. faculty (I, R, S, A) may be nominated to the regular graduate faculty.

COOPERATING GRADUATE FACULTY are appointed to a graduate field of study to provide additional resources for advising graduate students. They are U.H. faculty who either are members of the regular graduate faculty in different graduate fields of study or have their faculty homes in departments or units that have no graduate degree program.

AFFILIATE GRADUATE FACULTY in a graduate field of study are also appointed to help advise graduate students. They are individuals who are not members of the U.H. faculty, but who are fully qualified for graduate faculty status.

PRIVILEGES & RESPONSIBILITIES

The following description proceeds from the most generally held privileges & responsibilities to those that are most restricted.

ALL categories and levels may serve as inside members of thesis and dissertation committees in the graduate field(s) in which they are appointed, and may prepare and grade qualifying, comprehensive, and final (defense) exams.

ALL categories appointed at the FULL level may also serve as chair of students’ committees in the graduate field(s) in which they hold this appointment.

REGULAR graduate faculty (both levels) may, in addition to the above, participate in the administration of the degree program in their graduate field of study (student admissions, program structure, policy, etc.).

REGULAR graduate faculty with FULL appointments are also eligible to serve as chair of their graduate field of study, and to serve on the Graduate Council. In addition, only the Regular/ Full graduate faculty may serve as outside member on students’ committees in other graduate fields of study.

NOMINATION TO THE GRADUATE FACULTY

All nomination to the Graduate Faculty in Oceanography will be based on initial review and recommendation by the DPC.

If the nomination is to the REGULAR GRADUATE FACULTY (either level), on a positive DPC recommendation the Department Chairperson will select an ad hoc search committee with the concurrence of the department's incumbent Regular Graduate Faculty. This committee will study the case and prepare a recommendation for discussion at a faculty meeting. The candidate will give a formal seminar and will participate in a question-and-answer session at a faculty meeting.

For nominations to the COOPERATING or AFFILIATE GRADUATE FACULTY, the recommendation of the DPC will be discussed at a faculty meeting.

In all cases, when the nomination is forwarded to the Graduate Dean by the Dept. Chairperson it must be with the certification that it has the approval of the majority of the Regular Graduate Faculty (both levels) in the department. This approval will be solicited by secret ballot.

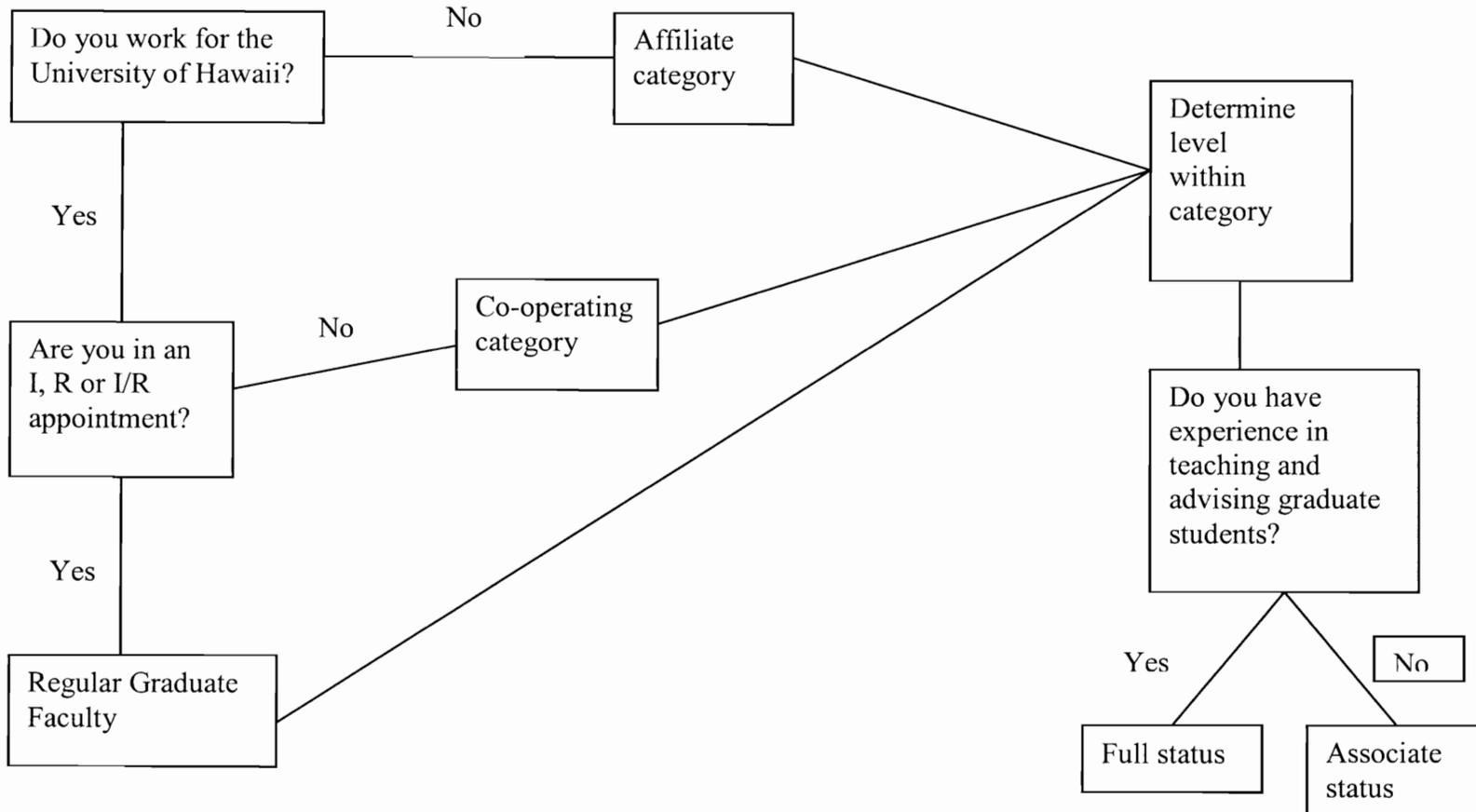
OCEANOGRAPHY DEPARTMENT FACULTY
(BOR appointment in the Department of Oceanography)

PRIVILEGES & RESPONSIBILITIES
(In addition to those pertaining to graduate faculty status)

- If classified I or IR, responsible for routinely teaching departmental courses.
- Eligible to serve as Dept. Chairperson or Associate Chairperson
- Eligible to elect, and to serve on, the DPC. However, in the formation of the Department Personnel Committee, the Department should avoid inclusion of personnel who are applicants for tenure or promotion, personnel under consideration for contract renewal, and personnel on terminal year appointment.
- Eligible to vote on departmental personnel matters except that only tenured faculty may vote on tenure decisions.

*Approved by mail ballot following 6/19/91 faculty meeting

Flow chart for determining category and level of Graduate Faculty eligibility



* can be determined by the Graduate Faculty