There are four types of membership affiliations with the School of Graduate Studies and Research. They are:

1) Adjunct Member
2) Designated Member
3) Associate Member
4) Regular Member

1. Adjunct Member
   For faculty of other universities or individuals from the community whose expertise may be appropriate to graduate program needs and who are working pro bono for YSU.
   a. Basic Requirements: Demonstrate evidence of expertise in the particular area they are to serve.
   b. Voting Rights and Committee Privileges: None.
   c. Term: Five years and renewable.
   d. Appointment: By the Dean of Graduate Studies and Research upon recommendation of the chair of the department and the dean of the college.
   e. Academic Entitlements: As determined by the Dean of Graduate Studies and Research in consultation with Graduate Council.

2. Designated Member
   For full-service and part-time faculty who are not currently regular members of the graduate faculty but who have an area of expertise and are current in a specific area of graduate-level teaching. Designated members are approved to teach within a precise area as defined by their expertise.
   a. Basic Requirements: Demonstrate an expertise in a specific area relative to a specific graduate assignment. Demonstrate specific and current knowledge by presenting evidence of professional development, scholarship, or professional experience appropriate to the graduate assignment.
   b. Voting Rights and Committee Privileges: None.
   c. Term: Five years and renewable.
   d. Appointment: By the Dean of Graduate Studies and Research upon recommendation of the chair of the department and dean of the college.
   e. Academic Entitlements: To teach graduate level courses within a specifically delineated area.

3. Associate Member
   For full-service faculty who have not yet applied for Regular membership, e.g., new faculty or faculty working toward the level of performance required for regular membership.
   a. Basic Requirements: Demonstrate evidence of scholarship and professional development path.
   b. Voting Rights and Committee Privileges: May participate fully in activities of College Graduate Studies Committees, Graduate Council committees, and vote in graduate faculty meetings.
   c. Term: Five years. Associate members are encouraged to apply for Regular Status as soon they meet expectations/requirements.
   d. Appointment: By the Dean of Graduate Studies and Research upon recommendation of the chair of the department and Dean of the college.
   e. Academic Entitlements: To teach and supervise graduate work.

4. Regular Member
   For those full-service faculty who meet the specified criteria, including faculty who may not have direct graduate program involvement but by virtue of research, scholarship, or grant activity serve to further the mission and goals of the School of Graduate Studies and Research.
   a. Basic Requirements: Evidence of scholarship and professional development in the field or discipline appropriate to graduate faculty membership requirements established by the College Graduate Studies Committee.
   b. Voting Rights and Committee Privileges: Full rights and privileges to serve in any designated area of graduate governance including, but not limited to, Graduate Council, graduate committees, and College Graduate Studies Committees.
   c. Term: Five years and renewable.
   d. Appointment: By Graduate Council
   e. Academic Entitlements:
      1. To teach and supervise master’s level-graduate students and to serve on or chair master’s committees.
2. To teach and supervise doctoral-level graduate students and to serve on doctoral committees.
   
f. Advanced requirements for chairing doctoral committees shall be developed by faculty housing
the program and approved by the College Graduate Studies Committee. Doctoral Committee
chairs must meet these advanced requirements and be regular graduate faculty members. Faculty
members meeting these criteria shall be eligible to chair doctoral committees when:
1. Recommended by the doctoral program department chairperson to the College Graduate
   Studies Committee.
2. Recommended by the College Graduate Studies Committee to the Dean of Graduate Studies
   and Research.
3. Approved by the Dean of Graduate Studies and Research.

**Procedures to Acquire Adjunct, Designated, and Associate Member Status**

1. The department chairperson completes, signs, and submits the Request for Adjunct, Designated, or
Associate Graduate Faculty Status form along with all required documentation to the college dean.
2. The college dean signs the request and forwards it to the Dean of Graduate Studies and Research.
3. The Dean of Graduate Studies and Research acts on the request and notifies the faculty member, the
department chairperson, and the college dean.

**Procedures to Acquire Regular Member Status**

1. The faculty member submits the application and supporting documents to the department chairperson.
2. The department chairperson submits the application and a recommendation for Regular Membership to
the School of Graduate Studies and Research, which will record the application, make copies, and
forward them to the appropriate College Graduate Studies Committee.
3. The College Graduate Studies Committee makes a recommendation based upon the Membership
Standards Document of the college as filed with the School of Graduate Studies and Research. The
applicant shall be entitled to appear before the College Graduate Studies Committee.
4. The School of Graduate Studies and Research will record the College Graduate Studies Committee
action and forward approved applications to the Graduate Council members.
5. Graduate Council will review each application based on the Membership Standards Documents
established by the College Graduate Studies Committees.
6. Graduate Council approves or disapproves the recommendation of the College Graduate Studies
Committee. The Dean of Graduate Studies and Research notifies the applicant of the decision of
Council. Faculty members may appeal decisions directly to Graduate Council.

**Standards for Regular Membership**

1. Each College Graduate Studies Committee shall establish a Membership Standards Document for
Regular Membership for faculty in their college. The College Graduate Studies Committees may use
subcommittees to develop requirements when significant differences exist across the college relative to
the nature of research/scholarship activities. Any revisions or amendments to the Membership
Standards Documents must be approved by Graduate Council.
2. Each College Graduate Studies Committee shall place the Membership Standards Document on file
with the School of Graduate Studies and Research and with all departments in the college.

**Basic Requirements for Regular Membership**

1. Must have an appropriate terminal degree or its professional equivalent.
2. Must be actively involved in several graduate level activities appropriate to the mission and goals of
the School of Graduate Studies and Research, such as
   - teaching
   - supervision
   - curriculum development
   - program development
   - program coordination
   - research
   - scholarship
   - grant writing
   and other activities
3. Must meet standards and criteria (as described above) established by the appropriate Graduate Studies
Committee as filed with the School of Graduate Studies and Research

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