Western Illinois University School of Graduate Studies
Application/Nomination for
Full Membership in the Graduate Faculty

Name: Rank:

Department:

I.   Full members of the graduate faculty are empowered to determine academic policy, graduate standards, degree requirements, and make recommendations concerning graduate programming. Only full members of the Graduate Faculty may chair capstone experiences such as theses, major papers, or final projects.

Full membership in the Graduate Faculty shall be based on the following criteria:

a. Appropriate terminal degree
b. evidence of scholarly/creative activity appropriate to the field as it coincides with the academic department's expectations for scholarly/creative activity for retention and tenure. Evidence includes:
    i.   A faculty member's record of teaching, publications, conference presentations, professional and academic service, grants and special awards, and professional memberships/affiliations indicating that an applicant can facilitate, encourage, support, and coordinate excellence in graduate education at Western Illinois University.
    ii. A letter of support/recommendation signed by both Department and Graduate Committee Chairs explaining how the applicant's scholarly/creative activity warrants full membership in the graduate faculty as it coincides with the academic department's expectations for retention and tenure in his/her discipline.
    iii.

b. Current vita following the required vita format which is available at
wiu.edu/graduate_studies/faculty_and_staff_resources/forms/Vita.doc
c. Brief description of research or scholarly activities currently in progress

III.   The following signatures are required:

Applicant/Nominee: _____ Date: _____

Graduate Committee Chair: _____

Application for Full Membership in the Graduate Faculty

Required Vita Format
(List information in reverse chronological order)

Name

Department

Rank

Education

Employment/Experience
(List the employer and dates for each of the following areas)

- x Teaching (include graduate level courses taught with title and number)
- x Professional
- x Research

Publications/Scholarly/Creative Activities

- x Referred
- x Non-referred

Conference Presentations

- x Referred
- x Non-referred

Professional and Academic Service

- x National
- x Regional
- x University
- x Department
- x Community

Grants and Special Awards

Professional Memberships/Affiliations