

## **MEMORANDUM**

**TO:** Deans, Members, AADC; Chairs, Committees on Graduate Studies; Graduate Advisors; Graduate School Staff

**FROM:** Philip Cohen  
Dean, Graduate School

**RE:** Changes in Graduate Faculty Membership

**DATE:** 15 August 2001

At its April 19<sup>th</sup> meeting, the Graduate Assembly approved changes in the structure and rules for membership in the Graduate Faculty. Because our previous Graduate Faculty policies and procedures led to much confusion and a substantial but needless amount of paperwork, the Graduate Assembly adopted Graduate Faculty policies and procedures that are more straightforward and easier to implement.

Because the Graduate Assembly and I believe that non-tenured faculty members are often a significant driving force for improvements in graduate programs, we eliminated the category of associate membership. We now allow any full-time faculty member at the rank of Assistant Professor, Assistant Clinical Professor, Associate Clinical Professor, Associate Professor, Clinical Professor, or Professor who is actively participating in a graduate program of the University to become a candidate for full voting membership in the Graduate Faculty. Current associate members of the graduate faculty have automatically become full members of the graduate faculty. We have, however, retained the both the special member and special associate member categories of the graduate faculty. We have also simplified our Graduate Faculty nomination and approval process: graduate studies committees will submit their graduate faculty nomination forms to the Dean of the Graduate School for review and approval. Patti Shannon ([pshannon@uta.edu](mailto:pshannon@uta.edu)) in the Graduate School can supply you with these nomination forms upon request.

The UT System has approved these changes, and they have been incorporated into the Handbook of Operating Procedures' Chapter 4 on Graduate Faculty and Organization. I encourage you to review these new Graduate Faculty policies and procedures online at <http://www-ais2.uta.edu/policy/HOP/home.htm>. I have also attached copies of these new policies to the email version of this memo.

Please notify your graduate faculty of these changes.