

NOMINATION FOR MEMBERSHIP IN THE GRADUATE FACULTY - CATEGORY "R"

For detailed information on graduate faculty policies and eligibility criteria please refer to

<https://gradschool.psu.edu/graduate-education-policies/gcac/gcac-100/gcac-101-graduate-faculty-membership/>.

Nominating Graduate Research Program Information (must offer Ph.D., M.A., or M.S. degree)

- 1) Graduate Program Name & Code: _____
- 2) Academic Home of the Graduate Program: _____

Campus Location	Graduate degrees to which this nominee will contribute (e.g. PhD, MS, MEng)
Erie	
Great Valley	
Harrisburg	
Hershey	
University Park	
World Campus	

Nominee Information *(Please print or type all information entered)*

- 3) Full name of nominee: _____
- 4) Academic rank ([AC21](#)): _____
- 5) Doctoral degree earned: _____ 6) Field/discipline of degree: _____
- 7) Institution of doctoral degree: _____
- 8) PSU ID (9 digit number): _____ 9) PSU ACCESS ID (e.g. abc123): _____
- 10) Nominee's home department/administrative area: _____

Full-Time Faculty Appointment Information

Date of first appointment at Penn State (mm/dd/yyyy): ** _____

****FORM WILL BE RETURNED TO THE COLLEGE IF SUBMITTED PRIOR TO APPOINTMENT DATE.**

- Tenure-line (tenured or tenure-track)
- Non-tenure-line – Indicate end date of current appointment (mm/dd/yyyy): _____

NOMINATION FOR MEMBERSHIP IN THE GRADUATE FACULTY - CATEGORY "R"

Nominating Graduate Program (line #1)

Graduate Program Head:

Name (Print or type) Signature Date: _____

Nominee's Home Department or Administrative Area (line #10)

Nominee's Immediate Supervisor - Department Head or Admin Unit Leader:
[Not required if the Graduate Program Head is the nominee's immediate supervisor]

Name (Print or type) Signature Date: _____

Academic Home of the Graduate Program (line #2)

Chair of the Graduate Faculty Evaluation Committee:
[Not required for Tenure-line faculty]

Name (Print or type) Signature Date: _____

Dean/Chancellor or designee:

Name (Print or type) Signature Date: _____

The J. Jeffrey and Ann Marie Fox Graduate School

Dean of the Fox Graduate School/Dean's designee:

Name (Print or type) Signature Date: _____

OPTIONAL INFORMATION:

Name and email address of administrative staff member who should be notified in the event of errors, omissions, or other notifications related to the processing of this form:

Name (Print or type): _____ Email: _____

Forms and supporting documents may be submitted electronically to graddeansoffice@psu.edu or in hard copy to the Office of the Vice Provost for Graduate Education and Dean of the Fox Graduate School, 211 Kern Building.

REQUIRED SUPPORTING DOCUMENTS:

Supporting documents are required for nominees in non-tenure-line appointments.

Supporting documents are not required for nominees in tenure-line positions.

- Statement from the Graduate Program Head providing information on the following:
 - a. Justification for the nomination.
 - b. Description/evidence of nominee's active program of research/scholarship relevant to the graduate program field in which the nominee would contribute.
 - c. A statement of the proposed duties of the nominee as a member of the Graduate Faculty with respect to teaching, directing research, and mentoring of Ph.D., M.S. and/or M.A. students.

- Nominee's Curriculum Vitae listing the following:
 - a. Education: List all colleges, universities, or other institutions attended whether or not a degree was granted; dates attended; major field; degree earned; date degree conferred.
 - b. Professional Experience: Inclusive dates, employer, and position/type of work done.
 - c. Scholarly achievements by the nominee appropriate to the Graduate Program Field (to include any of the following that are applicable):
 - 1) Peer-reviewed journal papers, proceedings, scholarly books, and/or other published works of a scholarly or professional nature and of recognized significance in the nominee's field. Include: Author(s), title, date, inclusive page nos., journal or publisher.
 - 2) Popular articles and books: Author(s), title, date, page nos., journal or publisher.
 - d. Patents or other intellectual property developed.

- List of doctoral and/or master's theses, and/or master's papers supervised by the nominee if applicable (include date, student's name, degree, university conferring degree (if none, so indicate in attachments)).

- List of membership on doctoral or master's thesis committees, including as Special Member, if applicable. (include date, student's name, degree, university conferring degree (if none, so indicate in attachments)).

- List of university courses taught (include course number and title; for non-PSU courses, indicate if undergraduate or graduate level), if applicable.

- Other scholarly work or achievements/recognition of the nominee pertinent to recommendation for Graduate Faculty membership.

NOMINATIONS SUBMITTED WITHOUT ALL REQUIRED ITEMS IN CHECKLIST WILL BE RETURNED TO THE COLLEGE