

**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 Standing

Full-Time Fixed-Term – **Indicate end date of 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 Graduate School**

Dean of the 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 will be accepted electronically through the Fall 2021 semester.****Forms and questions should be directed to [graddeansoffice.psu.edu](http://graddeansoffice.psu.edu).**

**REQUIRED SUPPORTING DOCUMENTS:****Supporting documents required for:**

**Nominees on Fixed-term and Standing appointments;  
Nominees in Tenure-line appointments who do not hold a research doctorate (Ph.D.).**

**Supporting documents not required for nominees in tenure-line positions who hold a research doctorate (Ph.D.)**

- 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**