**G.1 Graduate Faculty Membership**

Membership on the graduate faculty is granted to an individual who

* holds a tenure-track appointment with the academic rank of assistant professor or above at Iowa State University and
* has demonstrated competence for pursuing creative work by completing a Ph.D. or highest graduate research degree appropriate to the discipline from an accredited or internationally recognized institution.

Graduate Faculty membership is automatic for tenure-track faculty at the point the hire is recorded in the Provost’s Office. A member of the graduate faculty may chair or serve as a member on a POS committee of students pursuing masters or doctoral degrees.

The graduate faculty also includes the president, the provost, vice provosts and associate provosts, the Dean of the Graduate College, deans and associate deans of the other eight colleges, the dean of library services, and the directors and associate directors of research institutes.

Faculty with the rank of senior lecturer and senior clinician are eligible for graduate faculty membership if they meet all qualifications of graduate faculty with the exception of a tenure track appointment. The Graduate Faculty Membership Committee must approve recommendations for membership, and may recommend term membership in lieu of full membership.

Other non tenure-track faculty or term graduate faculty who successfully complete the university promotion and tenure process may qualify for membership in the graduate faculty. Collaborators on contract with Iowa State University are eligible for graduate faculty membership if they go through the promotion and tenure process and if their contract specifies that they must follow university policy guidelines. Recommendations for membership must be approved by the Graduate Faculty Membership Committee.

**G.2 Graduate Faculty Term Membership**

A department chair or other member of the graduate faculty may nominate a non-tenure track faculty or staff member at ISU, who otherwise meets the requirements for graduate faculty membership, for Graduate Faculty Term Membership. The nominee should have the highest research degree or equivalent in his/her field and should meet faculty qualification guidelines according to the Higher Learning Commission, available at https://hlcommission.org/.

Term membership is granted for specific activities and such activities should be requested explicitly. Possible activities are teaching graduate courses, serving on POS (Program of Study) committees of master’s and Ph.D. students, and other activities that are relevant to the program that the candidate is being nominated for. A term member may also co-chair a master’s or doctoral POS committee if a full member of the graduate faculty serves as a co-chair.  A term member may not individually chair a POS committee.

Nominations for up to five years for Graduate Faculty Term Membership may be made to the Graduate College at any time of the year. The Graduate Faculty Membership Committee, appointed by the Graduate Council, will review applications for Term Graduate Faculty Membership.

Every nomination consists of the form for Nomination for Graduate Faculty Term Membership completed by the nominator (available as a form under the group header “Nomination for Graduate Faculty” on the Graduate College website at [http://www.grad-college.iastate.edu/common/forms/index.php](http://www.grad-college.iastate.edu/forms/forms.html)), a current curriculum vita of the nominee, and a letter of support for the nominee from the department chair or graduate faculty appointed by the department chair. This letter should detail how the candidate's expertise will contribute to the department so that the justification for the requested activities is clear.

A candidate, who has served for a period of 10 consecutive years as Term Graduate Faculty, may also be recommended for a continuous Graduate Faculty Term Membership.

The above procedure can also be used to recommend a candidate for renewal of the Graduate Faculty Term Membership.