TO: William Ray, Associate Dean
FROM: Knox, Graduate Liaison
      CEES
DATE: December 1, 1993

Attached please find a revised version of the "Graduate Faculty Criteria" for the school of Civil Engineering and Environmental Science (CEES). I have also attached a copy of the previous criteria that CEES had on file; these criteria did not match your copy exactly, but they are close. In order to facilitate review, I have highlighted changes in italics.

Also attached is a completed and signed copy of the worksheet you provided.
School of Civil Engineering and Environmental Science

Criteria for Appointment and Retention of Graduate Faculty Membership

I. ACADEMIC BACKGROUND

To be considered for appointment to the CEES graduate faculty, the faculty member must have earned a doctoral degree or have an appropriate degree with highly meritorious research accomplishments recognized nationally or internationally, and hold a full time appointment in a tenure track position of the School. Exceptions to this rule are listed in item IV of this document.

II. QUALIFICATIONS AND RESPONSIBILITIES

1. Any member of the graduate faculty can teach graduate courses, serve on master's committees, direct master's theses and serve on doctoral committees.

2. In order to direct a doctoral dissertation, the member must have directed at least one master's thesis and served on one Ph.D. disseretation committee. (Exception to this rule can be made for young entering faculty members who have demonstrated scholarly activity as listed in item IV of this document). In addition, during a maximum period of the last six years, the graduate faculty member must have authored at least three articles published or accepted for publication in major archival publications, which include books, chapters in books, refereed journals and recurring refereed conferences. Committee A will determine acceptable major archival publications in the area of specialty of the graduate faculty member.

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3. If the graduate faculty member has directed a doctoral disseretation to completion, then he/she should encourage the doctoral recipient to be the lead author of the article(s); however, the graduate faculty member may become the lead author by mutual agreement with the doctoral recipient, or if the doctoral recipient chooses not to prepare an article on
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4. If a member's privilege is revoked for failure to meet the above three criteria, he/she must direct one M.S. Thesis or have three articles either published or have evidence of acceptance of publication in major archival publications, which includes books, chapters in books, refereed journals and recurring refereed conferences within two years to be reinstated to direct doctoral dissertations.

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D. A graduate faculty member’s privilege will be revoked for failure to meet the above three criteria. In order to be reinstated to direct Doctoral dissertations, he/she must direct one Master’s thesis or have three articles published or have evidence of acceptance for publication in major archival publications, which includes books, chapters in books, refereed journals and recurring refereed conferences, within two years. Published will be taken to mean that the individual played an active role in developing and finalizing the publication; hence, the individual should be listed as sole author, lead author, co-author, or editor for the publication. Committee A will assess authorship and determine acceptable major archival publications in the area of specialty of the graduate faculty member.

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TO: Dr. Kenneth L. Hoving, Dean of the Graduate College  
FROM: Billy L. Crynes  
SUBJECT: Graduate Faculty Appointments in the School of Civil Engineering  
DATE: August 23, 1988

In response to Dean Kumin's memo, I have reviewed the graduate faculty applications of the School of Civil Engineering with their former director, Leale Streebin. The abundance of proceedings and symposium citations used to satisfy the criteria to direct doctoral dissertations is inconsistent with the criteria developed by the School of Civil Engineering and Environmental Science. I will meet with the new director, Ron Sack, to ensure that in the future the graduate faculty committee in Civil Engineering carefully examines the credentials presented by faculty to be sure that they are consistent with the School's criteria.

In regard to the current applications, I believe that Professors Harp, Laguros, Robertson, Streebin, and Wallace should be appointed to direct doctoral dissertations with a review after three years. I suggest that their appointment letter indicate that they must be consistent with their own criteria and have at least two refereed publications in archival publications during that period to be reappointed to the M3 category.

cc: Associate Dean Hillel Kumin  
Dr. Ron Sack  
Dr. Leale Streebin  

I've indicated membership on form.  
& chose draft a passing letter for those passing.  
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1990 H3 —
TO: Dr. Kenneth L. Hoving, Vice Provost for Research Administration and Dean of the Graduate College

FROM: Tom J. Love, Interim Dean, College of Engineering

SUBJECT: CEES Criteria for Graduate Faculty Membership

DATE: April 16, 1987

I have reviewed and hereby approve the criteria for Graduate Faculty Membership developed by the Civil Engineering and Environmental Science faculty which you forwarded for my review on March 25.

TJL/ggd
CRITERIA FOR APPOINTMENT AND RETENTION OF GRADUATE FACULTY MEMBERSHIP

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University of Oklahoma

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