



Graduate School

Clinical Graduate Faculty Appointment/Reappointment

Instructions for Completion of PDF Application

- Please do NOT print, hand write/sign forms or use DocuSign or AdobeSign. This removes the digital completion components.
- Download and save as an Adobe PDF document. Open with Adobe Acrobat to complete forms. Do not fill out forms in browser or Mac Preview.
- Adobe Acrobat Reader is available for free at the [Adobe website](#)
- All faculty need to sign using **Adobe Verified Signatures** on the same form. (Follow in-app prompts to set up faculty signature.)

Complete and send Application and UNC Curriculum Vitae to the School Dean or Director. They will sign and send to the College Dean. The College Dean will forward to the Graduate School to process for the Standards Committee of the Graduate Council review. **Incomplete applications will be returned to the faculty member and will not be considered by the Standards Committee.**

| | | | |
|---|--------------------|---|-------------------|
| Faculty Name _____ | | Bear Number – Last 4 Digits _____ | |
| Program _____ | School _____ | College _____ | |
| Initial Appointment | Reappointment | | |
| Current Status: | New Faculty Member | Graduate Faculty | Graduate Lecturer |
| I have read the Graduate Faculty Guidelines | | Attended the Graduate Faculty Workshop DATE _____ | |
| I have attached a current copy of my curriculum vitae | | | |

Criteria for Appointment

I. General Eligibility (please check)

1. I am a full-time:
UNC faculty member
administrator

II. Education Background (I meet one of the following, please specify)

1. I possess a terminal or professional Doctoral or Master's degree **AND**, if required by the program, have current certification and or Licensure in the clinical discipline (**list degree, discipline and certifying entity**)

OR

2. Meet the criteria for tested experience as established by the program and confirmed by the college **AND** if required by the program, hold current certification and/or licensure in the clinical discipline. (List criteria met and certification or licensure)

III. Teaching/Advising Standards

- Demonstrate the ability to contribute to graduate education and direction of graduate studies at the Master's level or above
- Have a record of sustained success in a clinical or practice setting

a.) Please list **Graduate Courses** taught at UNC or other institutions during the last **FIVE** years. In the case of **New faculty members**, use courses to be taught during the upcoming year. List course number, title and period. [Example: **SES 576 Program Management 2017-18**]

b.) List experience in a clinical or practical setting.

IV. Scholarship Standards (Check all that apply)

Meet **Primary Criteria - Research that is practical and contributes to the discipline:**

- Sustained record of professional productivity that contributes to departmental scholarship.
- Sustained record of clinical activities that contribute to student learning and student research.
- Research or scholarship activities that impact practice and are disseminated to practitioners regionally or nationally through workshops, conferences or other means appropriate to the discipline; such as:
 - Research on clinical equipment or new products to evaluate usefulness in patient care or clinical practice
 - Scholarship that contributes directly to advancements in patient care or clinical practice
 - Presentations at state, regional or national conferences

Please list evidence for each of the **Scholarship Criteria** that apply. Note: Use a period of **FIVE** years. (Copy and paste evidence from your curriculum vitae here)

V. Service Standards – must meet both (check all that apply)

1. University - Active, continuous involvement in supporting and improving graduate programs at the departmental through the university levels.

- Involvement with graduate curriculum development
- Involvement with supervision of clinical research projects
- Active service to the community through clinical practice
- Graduate admissions
- Graduate student program advisement/committees
- Research advisor (doctoral scholarly project)
- Committee member (master's thesis or doctoral scholarly project)

List evidence of **Service Standard 1 - University**. Note: Use a period of **FIVE** years. (Copy and paste evidence including work at other institutions, if applicable, from your curriculum vitae here)

2. Professional – faculty member is expected to maintain membership and active participation in discipline related professional associations, which may include licensing, certifying or accrediting organization at the local, regional, and national levels

List evidence **Service Standard 2 - Professional**. Note: Use a period of **FIVE** years. (Copy and paste evidence from your curriculum vitae here)

Use Adobe Verified Signatures

Applicant

Applicant's Signature _____

Sign and email this electronic document to your School Chair or Director

Chair or School Director

If faculty does not meet guidelines for requested status, please indicate why you think this applicant's scholarly activity should qualify them for the requested status.

Comments:

Recommend

Not Recommend

Chair/School Director's Signature _____

Sign and forward this document to the College Dean

College Dean

Comments:

Recommend

Not Recommend

Dean's Signature _____

Email this document along with CV and supplemental documentation to the Graduate School for review by the Standards Committee of the Graduate Council.