



Graduate Faculty with Doctoral Research Endorsement Appointment/Reappointment Form

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.)

Doctoral Research Appointment or Reappointment applicants must complete both the DRE and Graduate Faculty application sections. Send the electronic (not scanned) Application, CV, and the first page of three (3) written products (or verification of artistic performances) that have been peer-reviewed within the last five (5) years (For written publications that have been accepted for publication but have not yet appeared in print, an acceptance letter must be supplied) to your Chair or School Director. They will send the package to the College Dean, who will then forward to the Graduate School. The Graduate School will process for the Standards Committee of the Graduate Council review.

_____		_____
Faculty Name	Bear Number – Last 4 Digits	
_____	_____	_____
Program	School	College
Initial Appointment	Reappointment	
Current Status:	New Faculty Member	Graduate Faculty
		Graduate Faculty with Doctoral Research Endorsement
<p>I have read the Graduate Faculty Guidelines</p> <p>I have attached a current copy of my curriculum vitae AND the <i>first page</i> of three (3) most recent publications.</p>		

Faculty seeking the Doctoral Research Endorsement must meet ALL SIX of the criteria listed below. Check criteria which you meet:

1. Full-time (≥ 0.5 FTE) member of the Graduate Faculty, or eligible for such membership (not retired)
2. **Educational Background**
 - a. Have a doctorate/terminal degree in the appropriate discipline
Specify Degree/Discipline _____
 - b. **If the above criterion is not met** have the Program Director comment on your ability to direct doctoral research and supervise doctoral writing in “**Director Comments**” section.
Specify highest degree earned: _____
3. Participation in the *mandatory DRE Workshop* within six (6) months prior to this application date.

Date of Workshop Attendance: _____

4. Scholarship is disseminated primarily at the national or international levels.
5. Scholarship is primarily juried or peer-reviewed.
6. Actively engaged in own research that is discipline-specific, with a minimum of 3 written products or artistic performances that have been peer-reviewed in the last five years, including:
 - Scholarly books or chapters of such books
 - Textbooks or chapters of such book
 - Monographs and/or technical manuals of a professional, discipline-specific nature
 - Publication in juried, edited or refereed journals/periodicals
 - Full juried or refereed papers that have been published in conference proceeding
 - Service as editor or on the editorial board of a refereed scholarly journal
 - Concerts, lectures, lecture recitals, professional readings, and/or professional concerts, compositions (recognized as national or international contributions)
 - Funded Scholarly grants or contracts (excludes grants not requiring scholarly products)

Copy and paste evidence of scholarship from the most recent *FIVE (5)* years as listed in your UNC Curriculum Vitae. Please differentiate between **juried** and **non-juried** work in this list.

Graduate Faculty Appointment/Reappointment

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Initial Appointment	Reappointment		
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I have read the Graduate Faculty Guidelines https://www.unco.edu/graduate-school/pdf/Graduate-Faculty-Guidelines-2017.pdf			
I have attached a current copy of my curriculum vitae AND the <i>first page</i> of three (3) most recent publications.			

Criteria for Appointment

I. General Eligibility (please check)

1. I am a full-time:

- a. UNC faculty member,
- b. emeritus faculty, or
- c. administrator

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

1. I possess a 'terminal' degree in an appropriate discipline (**please list degree and discipline**)

2. Meet the criteria for tested experience as established by the program and confirmed by the college.

III. Scholarship Standards (Check all that apply)

1. I meet **ALL** of the **Primary Criteria** below:
 - Continuous and cumulative record of scholarship in discipline (on average one scholarly endeavor a year)
 - Some scholarship has been disseminated/performed at the national level
 - Includes scholarship that has been juried/refereed by an external, professional reference group
2. In addition to the Primary Criteria above, I also meet the following **General Criteria** (**Check all that apply**)
Faculty member's scholarship is "valued" by peers in the discipline and includes discipline-specific scholarly activities such as:

Publication in professional juried, edited, or refereed journals (articles, book reviews editorials)

Publication in professional, non-juried periodicals (articles, book reviews, editorials, etc.)

- Juried or refereed papers presented at professional meetings (includes posters, workshops, empirical studies)
- Authored scholarly book or chapter in a juried or peer reviewed book
- Authored textbook or chapter in a juried or peer reviewed book
- Published curriculum materials including tests, monographs, or technical manuals
- Provided professional consultation
- Concerts, lecture recitals, professional readings and/or composition
- Juried or invited exhibits at professional forums
- Funded scholarly grants or contracts
- I have edited or served on the editorial board of a refereed scholarly journal
- I have white papers and position papers accepted as juried product

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

Graduate Service Standards (check all that apply)

1. Active, continuous involvement in supporting and improving graduate programs at the departmental through the university-wide levels. My leadership in graduate education has increased with length of tenure and includes:

- Involvement with graduate curriculum development
- Graduate Council service as member, leader, or on ad hoc committees
- Graduate Program Coordinator
- Special Graduate School admissions committees (non-BA, GIDP, etc.)
- IRB or IACUC member
- Service on research-related committees
- Graduate student program advisement/committees
- Research Advisor (thesis, capstone or dissertation)
- Faculty Representative on doctoral examination & capstone dissertation committee
- Committee Member on thesis, capstone, or dissertation committee.

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

4. I maintain membership and active participation in discipline-related professional associations at the local, state, regional or national levels.

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

IV. Teaching Standards

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 20017-18]

UNSIGNED documents will not be reviewed

Applicant

Applicant's Signature _____ Date _____

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

Chair or School Director

Comments:

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

Recommend

Not Recommend

Chair/School Director's Signature _____ Date _____

Sign and forward this document to the College Dean

College Dean

Comments

Recommend

Not Recommend

Dean's Signature _____ Date _____

Email this document along with CV and supplemental documentation to the Graduate School for review