



TO: Council on Graduate Studies  
FROM: Ryan C. Hendrickson, Interim Dean  
RE: Clarifications on Adjunct Graduate Faculty Status  
DATE: March 2, 2017

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Action Request: Revision of website language/policies regarding Adjunct Graduate Faculty Status in order to comport with existing Graduate School policies. Policy clarifications are noted below.

Rationale: The Graduate School's website policies need clarifications based upon previously approved actions by the Council on Graduate Studies regarding adjunct graduate faculty and membership on graduate thesis committees stated in the Manual for the Master's and Specialist's Thesis, April 1, 2014. .

Adjunct graduate faculty membership is available to professionals who are not members of the EIU faculty. Adjunct faculty are appointed when no member of the EIU Regular Graduate or Associate Graduate Faculty have the expertise to teach graduate courses required for a program [or for service as a member of a graduate thesis committee](#).

The department graduate committee or coordinator and department chair provide documentation to the college and Graduate School dean of the need to appoint an individual as an adjunct member. The documentation should verify that existing regular members and/or associate members of the graduate faculty are not available to teach the graduate course(s) during the specific term they are needed. ~~Adjunct graduate faculty membership is made for one academic term for specific graduate courses.~~ Adjunct members will not be approved when qualified regular or associate members of the graduate faculty are available.

## Eligibility

An individual may be considered for appointment as an adjunct member of the graduate faculty only if she/he is not currently a member of the Eastern Illinois University faculty and:

1. Holds a terminal degree in the field of his or her proposed assignment (as defined in the graduate faculty guidelines).

2. Is a regionally recognized person who offers exceptional expertise in the field of his or her proposed assignment in direct relationship to the specific course to be taught upon approval of the department/school graduate committee, department/school chair, college dean, and dean of The Graduate School.

## **Nomination**

The department graduate committee or coordinator and department chair nominate faculty who meet the eligibility requirements for adjunct graduate faculty membership to the college dean and Graduate School dean.

## **Appointment**

The Graduate School dean has the responsibility for appointment of adjunct graduate faculty members.

## **Length of Appointment**

Appointment as an adjunct member of the graduate faculty is for one, two, or three years. Adjunct members may be appointed as needed.

## **Duties**

Adjunct members of the graduate faculty are appointed for the purpose of teaching a specific graduate course or courses in a specific term, [or for service on a graduate thesis committee](#).

## **Limitations**

[Adjunct graduate faculty members may not serve as a thesis director/advisor.](#)