

**Department of Aviation Management and Logistics
Graduate Faculty
Appointment and Reappointment Criteria and Standards**

Department of Aviation Management and Logistics

College of Business

Date Approved by Department Head: 23 May 05
Department Head: *Ernest J. Johnson*

Date Approved by Graduate Council: May 18, 2005
Dean, the Graduate School: *[Signature]*

I. Levels of Membership

The Department of Aviation Management and Logistics will recognize two levels of membership on the Graduate Faculty.

Level I: The faculty member may teach at the 6,000 and 7,000 level, and may serve on masters and doctoral committees. Level 1 faculty can also chair masters level committees.

Level II: The faculty member has all of the privileges of Level I plus they can teach at the 8,000 level and can serve as Chair and direct masters and doctoral committees.

II. Criteria and Standards for Initial Appointment and Reappointment

Initial Appointment- Level I

- A. Terminal degree recognized by the department
- B. Faculty appointment at the rank of assistant professor or above

Reappointment- Level I

- A. Prior Service at level 1
- B. Candidate has during the term of appointment contributed to the graduate program through:
 - 1. Maintaining a level of teaching quality commensurate with departmental peers in graduate courses as evidenced by relevant student or peer teaching evaluations. For example, when examining student course evaluations of the candidate, their mean graduate course evaluation scores typically should not be more than one-half point lower than the mean graduate course evaluation scores for departmental peers when using the standard 5-point teaching evaluation criteria of the college, and
 - 2. Contributing to graduate work by teaching one or more classes in the curriculum during the last three years, and

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Reappointment- Level I (Continued)

3. Providing direction to graduate students by serving on at least one graduate committee during the faculty member's most recent seven year level I term.
- C. The candidate shall have a record of scholarly publications. The publication requirement will be satisfied typically by publications of at least three (3) full-length research articles in reputable refereed journals or publications. ("Reputable journals or publications" are those identified as such by faculty in the nominee's department or academic area). Typically these are either A or B level journals as determined by the current departmental list of journal or publication outlet rankings. The research methodology in the articles should reflect methodology and rigor appropriate to the nominee's field. The publication of a book or research monograph can satisfy this requirement completely or in part if it makes a scholarly contribution to the author's field of specialization as judged by other Level I and Level II departmental faculty and the Department Head (Chair). Such publications must clearly demonstrate the author's research competence.
- D. The candidate should demonstrate other significant professional scholarly commitment. Evidence of other significant professional scholarly commitment involving any one, or any combination of such activities as: (a) reading papers before learned and professional organizations; (b) writing book reviews, scientific and industrial reports, short notes, popular articles, or similar materials; (c) rendering any type of consulting service which provides evidence of the scholar's professional standing and competence in his/her field of specialization; (d) participating in the activities of appropriate scholarly scientific and professional organizations by holding offices or serving in other responsible capacities; (e) performing significant administrative duties connected with the graduate program of a department or of the university; or (f) attainment of extramural support that is evidence of professional standing as determined by other Level I departmental faculty and the Department Head (Chair).

Initial Appointment- Level II

- A. Terminal degree recognized by the department
- B. Faculty appointment at the rank of assistant professor or above
- C. The candidate should have experience participating in a graduate program of the candidate's department or college at Auburn or at another institution of higher learning, or demonstrated in some other way his/her ability to direct graduate level research.

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Initial Appointment- Level II (Continued)

- D. The candidate should have previously served on one or more masters or doctoral committees or doctoral dissertations. NOTE: In rare cases, where a candidate has established a scholarly record, and demonstrated in some other outstanding way his/her ability to direct doctoral students, the Graduate Dean may approve a reduction in the requirements for C and D. Such strongly justified, written requests must be supported by a majority vote of the department's level II faculty and the Department Head (Chair).
- E. The candidate shall have a record of scholarly publications. The publication requirement will be satisfied typically by publications of at least three (3) full-length research articles in reputable refereed journals or publications. ("Reputable journals or publications" are those identified as such by faculty in the nominee's department or academic area). Typically these are either A or B level journals as determined by the current departmental list of journal or publication outlet rankings. The research methodology in the articles should reflect methodology and rigor appropriate to the nominee's field. The publication of a book or research monograph can satisfy this requirement completely or in part if it makes a scholarly contribution to the author's field of specialization. Such publications must clearly demonstrate the author's research competence.
- F. The candidate should demonstrate other significant professional scholarly commitment. Evidence of other significant professional scholarly commitment involving any one, or any combination of such activities as: (a) reading papers before learned and professional organizations; (b) writing book reviews, scientific and industrial reports, short notes, popular articles, or similar materials; (c) rendering any type of consulting service which provides evidence of the scholar's professional standing and competence in his field of specialization; (d) participating in the activities of appropriate scholarly scientific and professional organizations by holding offices or serving in other responsible capacities; (e) performing significant administrative duties connected with the graduate program of a department or of the university; or (f) attainment of extramural support that is evidence of professional standing.

Reappointment- Level II

During the term of appointment, the candidate should have met the criteria outlined in E and F above plus the requirements for initial appointment.

III. Term of Appointment

Level 1: The term of appointment shall be seven (7) years. Faculty members can be nominated for reappointment during the last six (6) months of their current term.

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Level 2: The term of appointment shall be seven (7) years. Faculty members holding a level 1 graduate status can be nominated for level 2 at any time. Level 2 faculty can be reappointed for level 2, or appointed for level 1 during the last six (6) months of their current term.

IV. Procedures for Nomination: Initial Appointment and Reappointment

Initial Appointment and Reappointment

Level I: The Department Head (Chair) shall nominate candidates for initial appointment or for reappointment. The nomination dossier should contain a copy of the nominee's updated tenure and promotion document (as outlined in the Faculty Handbook, pp. 3:14-3:17, information to be supplied by the candidate) or a current CV, which contains equivalent material. The Department Head (Chair) shall also complete a standard nomination form, which outlines the department's criteria and standards. The Department Head (Chair) in signing the nomination form certifies the accuracy of information contained in the nomination package and that the procedures, criteria, and standards contained within the approved departmental plan have been followed and met. The Department Head (Chair) will forward the nomination to the Graduate School for review and action by the Graduate Dean.

Initial Appointment and Reappointment

Level 2: Procedures shall be the same as for initial appointment with one additional step (if applicable). Prior to forwarding the nomination to the Graduate School, nomination materials shall be reviewed by all Level 2 graduate faculty members within the department. If no faculty members in the department hold a level 2 status, then level 1 rules apply. If level 2 graduate faculty review the application, following the review the Department Head (Chair) shall call for a vote by all graduate faculty of the department by secret ballot relative to support or non-support of the nomination. The results of the vote, as well as the number of graduate faculty within the unit shall be transmitted with the nomination materials to the Graduate School and action by the Graduate Dean.

NOTE: Nominees shall have the support of a majority of the current level 2 graduate faculty within the unit.