School of Education Definition of Research Active for Non-Tenure-Track Faculty

Graduate School Policy (2014)

- Graduate Degree and Certificate Requirements
- Graduate Advisory Committees

Graduate Advisors (Chairs of Advisory Committees) must be teaching/research faculty (full time, tenured or tenure track faculty at Virginia Tech, i.e., Graduate Program Faculty). A department may request that qualified non-tenure track faculty (e.g., Research or Clinical Professors, Professors of Practice, or Emeritus faculty who are research active) be approved as members of the Graduate Program Faculty of a department for purposes of having Chair/Co-chair privileges.

SOE clarification: The Associate Director for Academic Programs is responsible for administering Graduate School (GS) policies and therefore to approve requests for non-tenure track faculty to be members, Co-chair or Chair of dissertation committees. The GS has provided additional guidance regarding this policy that research active means working on one’s own research endeavors, therefore previous or current work supporting student research cannot be considered in meeting the research active criteria. The approval to Chair level is required to serve as either Chair or Co-Chair. Effective December 2015, the level of approval will be reviewed every three years to confirm that the faculty members have maintained their research activity during the previous three years. Approval will be made in consultation with the appropriate Faculty chair and Program Leader. Indications of research activity include the following: presenting at professional conferences or educational workshops; engaging in academic or job related research (i.e. data collection and analysis, synthesizing literature, identifying findings, reporting results); providing assessments, consultations, or program evaluations within the field or related fields; publishing teaching material in articles, books, manuals, or other formats; publishing in peer review or practitioner journals, or other publishing outlets sponsored by associations, councils, or other that have broad dissemination; editing or reviewing (i.e. journals, conferences, grant applications, etc.) in either a significant capacity or more than once, or as a member of a journal board (i.e. term-based assignment, beyond a single review); completion of graduate level research course; or other activities that indicate knowledge creation and dissemination. The general expectation for maintaining research active status is completion of three such activities within the three-year review period. It is expected for any clinical faculty member new to dissertation chairing that the first 2 – 3 experiences will be co-chairing with an experienced dissertation chair.