From UF

Doctoral Degree: For Ph.D. and Ed.D., the supervisory committee for a candidate for the doctoral degree shall consist of no fewer than four members selected from the Graduate Faculty. At least two members, including the chair, will be from the major academic unit, and at least one member will be drawn from a different educational discipline **with no ties to the home academic** unit to serve as the external member. One regular member can be from the home or any other academic unit.

A co-chair from the same department may be appointed to serve during the planned absence of the supervisory committee chair. Co-chairs from outside the department may not substitute for the chair.

From FSU

University Representative

The University representative is drawn from outside the student’s department, as well as outside the student’s degree program for interdisciplinary programs. The University representative must be a tenured member of the faculty with Graduate Faculty status and should be free of conflicts of interest with other members of the supervisory committee. The University representative is responsible for ensuring that the student is treated fairly and equitably in accordance with University, College, and Departmental guidelines and policies, and that decisions made by the supervisory committee reflect the collective judgment of the committee. This responsibility begins with appointment to the supervisory committee and ends with the defense of the dissertation. The University representative should verify that the defense is conducted appropriately, and then submit the Defense Report to The Graduate School within one week of the defense. Content knowledge in the subject of the dissertation is valuable for the University representative, but not required. In addition, the University representative represents the University’s interest and is responsible for ensuring that our doctoral graduates are of high quality. If questions or irregularities arise that cannot be resolved within the college, the University representative should contact the Dean of The Graduate School for resolution.

<https://www.gradstudies.fsu.edu/forms>

<http://gradschool.fsu.edu/sites/g/files/imported/storage/original/application/a1dbd540acdc2ce9fc193ed4e14e4496.pdf>

<http://facultyhandbook.fsu.edu/handbook-sections/section-5-faculty-development>

#### GRADUATE FACULTY STATUS (GFS)

Graduate Faculty Status (GFS) establishes the eligibility of faculty to teach all graduate-level courses; to sit on all graduate-level committees; to chair or co-chair graduate student thesis, treatise and dissertation committees; and to participate fully in all components of graduate education, research and service. As noted below assignments to and limitations from individual GFS responsibilities (teaching, research, student committees, and service) for any GFS member are delegated to the unit-level authority where such assignments of responsibilities are made.

##### **GRADUATE FACULTY STATUS: APPOINTMENT**

Appointment to Graduate Faculty Status (GFS) is generally reserved for members of the faculty who hold tenured and tenure-earning appointments in graduate degree-granting departments or programs. Appointment to GFS must be by affirmative super majority (2/3) vote of all individuals who hold GFS in the department (or college) and approval by their department chair, their academic dean, and the Dean of the Graduate School. Newly hired faculty may be appointed to Graduate Faculty Status (GFS) as a condition of their appointment to a tenure-earning position in a graduate degree-granting department upon approval of the appropriate departmental faculty, chair, dean of the college and the Dean of the Graduate School. Assignments to and limitations from individual GFS responsibilities (teaching, research, student committees, and service) for any GFS member are delegated to the unit-level authority where such assignments of responsibilities are made. Subject to consideration of special circumstances, minimum qualifications are: (1) completion of the doctorate or its equivalent and (2) proven expertise in the teaching area.

Each academic unit (colleges and departments) shall adopt specific written criteria that its faculty must meet in order to be appointed to GFS. Subject to consideration of special circumstances, these criteria shall indicate the terminal academic degree and/or the level of professional experience and scholarship required for a faculty member to be appointed to GFS. Faculty holding GFS are expected to actively engage in graduate education through teaching, mentoring and research supervision, and service. They should show evidence of research-based scholarship and/or creative work resulting in peer-reviewed publications or equivalent work.

Each unit’s written GFS criteria are subject to approval by their academic dean, the Graduate Policy Committee and the Dean of the Graduate School. Departments and Colleges will determine these criteria and procedures for appointments according to guidelines in the Faculty Handbook and subject to approval of the dean of the college or school. Names of new GFS appointees will be sent to the Dean of the Graduate School for confirmation with the advice and consent of the Graduate Policy Committee.

Under special circumstances qualified persons who are members of the FSU Specialized (and non-tenure track) Faculty may be appointed to Graduate Faculty Status (GFS) under the above procedures. Under no circumstances does this provision apply to persons holding adjunct or “Visiting-in-Lieu-of” adjunct appointments to the faculty.

Members of the Specialized (and non-tenure track) Faculty who are approved for GFS may serve only as a co-major professor of a doctoral committee alongside another co-major professor who must be a member of the tenure-track or tenured faculty (Assistant, Associate, Full Professor, or Eminent Scholar) and holding GFS. The specialized or non-tenure track faculty member must also be approved by the chair of the department for service on the specific committee. NOTE: For any doctoral committee, the major professor or at least one co-major professor must be a member of the tenure-track or tenured faculty (Assistant, Associate, Full Professor, or Eminent Scholar) of the department/unit in which the degree is to be granted. If the doctoral degree is sought in an interdisciplinary area of study, the major professor or at least one co-major professor must be a tenure-track or a tenured faculty member in a department/unit related to the area of interdisciplinary study. However, those who are not members of the tenure-track faculty who served as the major professor of an active doctoral dissertation committee between the dates of July 1, 2008 and July 1, 2013, shall remain eligible to direct doctoral treatises and dissertations.

Members of the Specialized (and non-tenure track) Faculty who are approved for GFS are eligible to serve as the major professor of master’s thesis committees. They are not eligible to serve as the University Representative on doctoral dissertation and treatise committees.

#### CO-MASTER’S DIRECTIVE STATUS (CMDS)

Co-Master’s Directive Status (CMDS) establishes the eligibility of Specialized, Non-Tenure Track, and Courtesy Faculty to serve as the co-major professor for a master’s student or to be an official member of a student’s committee. Participation as such in a student’s committee does not count towards the minimum number of GFS members.

##### **CO-MASTER’S DIRECTIVE STATUS: APPOINTMENT**

Members of the Specialized (and non-tenure-earning) Faculty must be appointed to Co-Master's Directive Status (CMDS) to serve as a member or co-major professor of a master’s thesis committee. An FSU tenure-track faculty member (Assistant, Associate, Full, Eminent Scholar) with GFS must serve as the other co-major professor and the committee must include at least three members with GFS. A person holding CMDS may also serve on committees for doctoral students, provided each such committee includes at least four members with GFS.

Under special circumstances qualified persons may be appointed as courtesy faculty through the Office of Faculty Development and Advancement to participate as part of a student’s committee.  Such courtesy faculty must also be approved for Co-Master’s Directive Status (CMDS) through the Graduate School to serve as an official member or co-major professor of such a committee. Requests for CMDS must state the specific student committee(s) for which approval is requested.

Subject to consideration of special circumstances, minimum qualifications are: (1) completion of the doctorate or its equivalent, and (2) proven ability to conduct scholarly research and publish in reputable media or to perform equivalent scholarly or creative works.

Academic units will determine criteria and procedures for CMDS appointments, according to guidelines in the Faculty Handbook and subject to approval of the dean of the college or school. The criteria will be subject to the approval of the Dean of The Graduate School with the advice and consent of the Graduate Policy Committee. Names of new CMDS appointees will be sent to the Dean of The Graduate School for confirmation with advice and consent of the Graduate Policy Committee.

#### CO-DOCTORAL DIRECTIVE STATUS (CDDS)

Co-Doctoral Directive Status (CDDS) establishes the eligibility of Specialized (and Non-Tenure Track), and Courtesy Faculty to serve as the co-major professor for both doctoral and master’s students or to be an official member of such students’ committees. Participation as such in a student’s committee does not count towards the minimum number of GFS members.

##### **CO-DOCTORAL DIRECTIVE STATUS: APPOINTMENT**

Members of the Specialized and non-tenure-earning Faculty not holding CMDS must be appointed to Co-Doctoral Directive Status (CDDS) to serve as a member or co-major professor of a doctoral dissertation or treatise committee. An FSU tenure-track faculty member (Assistant, Associate, Full, Eminent Scholar) with GFS must serve as the other co-major professor and the committee must include at least four members with GFS. A person holding CDDS may also serve on committees for doctoral and master’s students, provided each such committee includes at least three members with GFS.

Under special circumstances qualified persons may be appointed as Courtesy Faculty through the Office of Faculty Development and Advancement to participate as part of a student’s doctoral committee. Such Courtesy Faculty must also be approved for Co-Doctoral Directive Status (CDDS) through the Graduate School to serve as an official member or co-major professor of such a committee. Requests for CDDS must state the specific student committee(s) for which approval is requested.

Subject to consideration of special circumstances, the minimum qualifications for appointment are: (1) completion of a doctorate or its equivalent, (2) attainment of recognized professional stature in the discipline by virtue of substantial post-doctoral or equivalent scholarly or creative work and (3) experience in the supervision of graduate students.

Academic units will determine criteria and procedures for CDDS appointments, according to guidelines in the Faculty Handbook and subject to approval of the dean of the college or school. The criteria will be subject to the approval of the Dean of The Graduate School with the advice and consent of the Graduate Policy Committee. Names of new CDDS appointees will be sent to the Dean of The Graduate School for confirmation with the advice and consent of the Graduate Policy Committee.

A faculty member in a department not granting the doctorate may be considered for Co-Doctoral Directive Status in a degree-granting department or authorized degree program. Requests may be submitted either at the faculty member's initiative or at the invitation of the department. In each case the department shall follow its customary procedures for nominating faculty members for Co-Doctoral Directive Status, and nominations shall be forwarded by the academic unit to the school- or college-wide committee in accordance with the procedures above. Final confirmation rests with the Dean of The Graduate School with the advice and consent of the Graduate Policy Committee.

Qualified Specialized (and Non-Tenure-Track faculty) may hold co-master’s or co-doctoral directive status in more than one degree program. A faculty member with CMDS or CDDS in one FSU department may also be granted CMDS or CDDS by other academic units or authorized degree programs. Each area granting CMDS or CDDS would utilize its own criteria and procedures as outlined above.