

**Department of Counseling
College of Education
The University of Akron**

Graduate Faculty Membership Criteria and Application Procedures

Application Procedures (All Applicants)

1. The applicant completes the appropriate Graduate Faculty Membership application (regular or ad hoc temporary) and submits this along with a current vita to the Department Chair, who will forward to the Nominating Committee. The applicant may submit reprints, letters of reference, or other documentation in support of the request.
2. A committee of four department representatives (two from each program area) will review each application. One representative affiliated with the applicant's program shall serve as chair of the committee.

The committee may approve the request, deny the request, or request additional information. For full-time faculty, the committee may deny Category II status but recommend Category I status. The committee will forward the decision to the Department Chair.

3. The Department Chair shall make an independent recommendation and forward the application to the College Dean. The Dean shall make recommendation and forward the application to the Graduate School Dean.

Ad Hoc Temporary Category I Status

A temporary appointment may be considered for an applicant with a master's or doctoral degree in counseling, counseling psychology, or a related field. Ad hoc temporary Category I status will be based on teaching experience, competence, specialty area and necessity in addition to degree requirements. In order to serve on a master's or doctoral committee, an ad hoc temporary Category I faculty must meet all full-time Category I faculty criteria.

Criteria for Category I Status

Candidates for Category I status must meet criteria 1, 2, and 3 below.

1. Doctoral degree counseling, psychology, or related field.
2. Evidence of at least *one* refereed publication (in print) within the past five years from one or more of the following categories:
 - a. author or co-author of a refereed article in a professional journal in counseling, psychology, or allied field.
 - b. author or co-author of a refereed book or chapter in a book that is published by a commercial publisher, university press, or professional organization.

3. evidence of at least *two* scholarly activities within the past five years from on or more of the following categories:
 - a. scholarship (e.g., applicant on a research grant, service on an editorial board of a national refereed journal, presentation at a state, regional, national, or international conference).
 - b. service demonstrating expertise and leadership in the field (e.g., membership on an accreditation team or state licensure board, service as a committee member or officer in a state, regional, or national organization/task force).

No distinctions will be made among journals that meet the above description, authorship order or type of article published i.e., empirical or theoretical/conceptual). Faculty are encouraged to engage in the study, discussion, and production of relevant research designed to promote scholarly teaching and to promote the quality of instruction to our students.

Criteria for Category II Status

Candidates for Category II status must meet criteria 1, 2, and 3 below.

1. Doctoral degree in counseling, psychology, or related field.
2. Evidence of at least *two* refereed publications (in print) within the past five years from one or more of the following categories:
 - a. author or co-author of a refereed article in a professional journal in counseling, psychology, or allied field.
 - b. author or co-author of a refereed book or chapter in a book that is published by a commercial publisher, university press, or professional organization.
3. Evidence of at least *two* additional scholarly activities within the past five years from on or more of the following categories:
 - a. author or co-author of a refereed article in a professional journal in counseling, psychology, or allied field.
 - b. author or co-author of a referee chapter in a book that is published by a commercial publisher, university press, or professional organization.
 - c. author or co-author of a scholarly book containing substantial original material by the applicant.
 - d. presentation of a scholarly work at a national or international professional conference.
 - e. primary or co-primary applicant on an internal/external research grant.
 - f. guest editorship of an edition of a national refereed journal.
 - g. service on an editorial board of a national refereed journal.
 - h. membership on an accreditation team or state licensure board or officer in a state, regional, or national organization/task force.