

**Department of English Policy for Graduate Faculty Membership and Doctoral
Endorsement
(Approved by GSC Dec. 2021)**

The graduate faculty consists of those members of the University faculty who have been designated by the Dean of the Graduate School as actively participating in graduate education. As outlined in the UW Graduate School's Memo 13, for a master's supervisory committee, "the chair and at least one-half of the total membership must be members of the graduate faculty." For a doctoral supervisory committee, "a majority of the members must be members of the graduate faculty," and at least three of the members (including the Chair and the Graduate School Representative) must also have an endorsement to chair doctoral committees.

As outlined in the UW Graduate School's Memo 12, graduate faculty nominees should be able to document "active involvement in (or, for an initial appointment, qualification for) graduate student teaching, mentoring, and/or research supervision." Qualification is determined by a faculty member's record in "research-based scholarship as demonstrated by peer-reviewed publications, equivalent creative work, or equivalent teaching-based scholarship, as defined by the academic unit." Doctoral endorsement requires "recent evidence of the ability to (or, for an initial appointment, qualification to) chair a doctoral supervisory committee, including supervising doctoral research and overseeing the doctoral dissertation or final project/capstone."

In addition to the Graduate School requirements, all graduate faculty in the department of English who work with MA/PhD students are responsible to meet the expectations for faculty mentors as outlined in the MA/PhD Graduate Student/Faculty Rights and Responsibilities document. (MFA graduate faculty are responsible to meet the expectations outlines in the MFA Graduate Student/Faculty Rights and Responsibilities document.

On the basis of the research qualifications for tenure-line appointments, all tenure-line faculty recruited to the Department of English are automatically nominated for Graduate Faculty and doctoral endorsement status, and the nomination brought to a vote of Graduate Faculty in the department before being forwarded to the Graduate School. As per Graduate School policy, tenure-line professor faculty are eligible for a continuous term of appointment to the Graduate Faculty.

As per Graduate School policy, qualified teaching professor faculty are eligible for five-year, renewable term appointments to the Graduate Faculty and doctoral endorsement, and may request department nomination to Graduate Faculty status, with or without doctoral endorsement. The procedure for voting on and forwarding such nominations is the same as for tenure-line faculty.