



The University of Tennessee Health Science Center College of Graduate Health Sciences College Policies

Document Name: Faculty Credentialing
Effective Date: November 8, 2004
Document Status: Approved

Purpose

Faculty who help to guide student research training as mentor, faculty committee member, and/or instructor, must meet specific standards with respect to their experience and ability to provide such guidance.

Policy Details

Credentialing of faculty shall follow the specifications outlined in the College bylaws.

To be credentialed in the CGHS to teach, serve on students' faculty committees, and/or serve as Faculty Advisor, the Program Chair must provide a nomination packet to the Dean. In rare cases in which the faculty member is not associated with a specific academic program, the nomination packet may be provided by their department chair. The Dean may approve the credential without further review, but in most cases will forward the application to the Credentials Committee for their recommendation.

The Dean may approve graduate faculty credentials for tenure track or non-tenure track faculty, or faculty who hold affiliated, secondary, or adjunct appointments at UTHSC. Under the College bylaws, adjunct (volunteer) faculty are not eligible to direct student research. Faculty denied credentials have the right to appeal the decision.

All faculty credentialed by the CGHS are listed on the CGHS web site.

Policy Scope

Applies to all faculty.



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Related Policies

Faculty Appointment

Definitions

Academic Program. A THEC-approved program of study leading to a degree or certificate.

College bylaws. The approved bylaws of the College of Graduate Health Sciences.

Credentials Committee. The standing Credentials Committee of the College of Graduate Health Sciences.

THEC. Tennessee Higher Education Commission.

UTHSC Faculty Handbook. The University-approved faculty handbook.

Procedures

1. The Program Chair or, if appropriate, the Department Chair submits a curriculum vitae in UTHSC Faculty Handbook format, along with the nomination form (available on the CGHS website), to the Dean.
2. The Dean will review the nomination packet and forward it the Credentials Committee for review, as necessary.
3. After a recommendation and decision are made, the nominee will receive notification from the Dean.
4. Final consideration of the credential will not occur until the faculty member returns the notification letter indicating their acceptance of the credential and the necessary conflict-of-interest forms.

Document History

Approved November 8, 2004 by Graduate Studies Council.

Administratively reviewed by Graduate Studies Council October 27, 2015.