

PROCEDURE TO GAIN TEMPORARY GRADUATE FACULTY STATUS

Temporary Graduate Faculty status may be granted when a faculty member who does not have active Graduate Faculty membership is asked to provide specific activities related to student research and education such as serving on a graduate student's thesis or dissertation committee. Temporary Graduate Faculty status remains in effect for the duration of the student's degree program. There is no form to complete when requesting Temporary Graduate Faculty status, rather an email following the procedures as described below:

- The student's advisor, Graduate Program Director, or Department Chair should email a request which includes the following information to their respective campus' Graduate School Senior Associate Dean (see below for respective contact information)
- The email should include:
 - the name of the faculty member
 - the faculty member's committee position
 - the name of the student
 - the reason(s) why temporary Graduate Faculty status is sought (for faculty with academic appointments, approval by the faculty's department chair must be indicated)
 - a copy of the nominee's CV
- The faculty nominee and the nominator will be notified via email of the status of their request.

Graduate School Senior Associate Deans - Contact Information

- Biomedical Sciences Campus:
 - Dr. Dwayne Godwin (dwayne.godwin@advocatehealth.org)
- Reynolda Campus:
 - Dr. Tony Marsh (marshap@wfu.edu)
 - *Please cc: Brittany Tatman (tatmanb@wfu.edu) and Sarah Simpson (slaffert@wfu.edu)*