1. Definition of Research Active Faculty

To be considered research active, faculty shall submit proposals worth at least $500K/year in competitive funding, some of which must be as PI. In addition to submitting proposals, to be considered research active, faculty must meet one of the following:

- continuously supporting at least one full time 12-month RA on external grants or contracts for the most recent 3 years; or
- publishing 3 journal papers on average annually over the same period in peer reviewed indexed journals (at least 9 journal papers over 3 years); or
- Publishing fully peer reviewed conference proceedings if indexed by an international database such as OnePetro, Scopus and ACM Digital Library. The number required, and quality, of the proceedings are to be determined at the department level but can be no less than 3 per year.

If a tenured faculty member does not meet these criteria they are not research active and their teaching loads will be at least 2.5 courses each long semester and could be more depending on department needs. These guidelines are minimums and individual departments can have higher standards.

2. PhD Student Requirements

A: Publication Requirements

PhD students are required to have two publications accepted in peer reviewed journals or indexed conference proceedings accepted by chair prior to their defense.

B: Qualifying Exam for Candidacy

All incoming PhD students must complete their qualifying exam within the first 2 years of matriculation into the graduate program. The only exception are part-time PhD students who should complete their qualifying exam within the first 39 hours of matriculation.

Options for the qualifying exam:

- Exam administered by the department which can consist of a written exam, oral exam, or research project within the first 18 months. Guidelines are determined by the department.
- Publication of an indexed, peer reviewed, article within 24 months of matriculation.