

# Master's Degree Policies

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## Supervisory Committee

### Plan A & Plan B

The supervisory committee should be formed during the term immediately after the major adviser is identified for the student, and members should be identified before the plan of study is formulated so that all committee members have a chance to contribute to the Plan of Study. The supervisory committee agreed upon by the major adviser and student, and approved by the program administrator and the academic dean shall be recommended to the Dean of the Graduate College for final approval.

The supervisory committee will have at least three members. The members consist of:

1. The major adviser, who must be a full or affiliate member of the graduate faculty Level 1 or 2. The student selects the adviser with approval of the program administrator and the Dean of the Graduate College. The major adviser-student relationship must be a mutually acceptable one. The major adviser will act as the chair of the student's supervisory committee and will be in charge of the Plan of Study. The remaining members of the committee must be agreed upon by the student, the major adviser, and the Dean of the Graduate College.
2. A second member, who must be a full or affiliate member of the graduate faculty.
3. A third member, who could be either a full member of the graduate faculty from outside the adviser's home department or a qualified off-campus expert in the field.

If the third member, or additional committee member(s) is not a full or affiliate member of the graduate faculty, the approval of the Dean of the Graduate College is required. To request approval, the Plan of Study must include 1) a memo from the program/department chair explaining the qualifications of and rationale for this person to serve on the committee and 2) a copy of the person's curriculum vitae.

### Plan C

1. The Supervisory Committee for programs that require an examination shall consist of at least three members:
  - a. The major adviser who must be a full or affiliate member of the graduate faculty Level 1, 2, or 3;
  - b. a second member who must be a full or affiliate member of the graduate faculty;
  - c. a third member who could be either be a full or affiliate faculty member or a qualified off-campus expert in the field. All three members may come from within the same program.
2. Programs that are coursework-only inclusive of the final cumulating experience (e.g., a capstone course, a for-credit internship) do not require a supervisory committee to be formed. The advisor, who must be a full or affiliate member of the graduate faculty, will provide the signature approving the student's Plan of Study and Graduation Application.