

Doctoral Degree Policies

Supervisory Committee

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 will have at least four members. The members consist of:

1. The major adviser, who must be a full or affiliate member of the graduate faculty Level 1. 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 and the major adviser.
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 faculty member or a qualified off-campus expert in the field. If this committee member 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). curriculum vitae.
4. The Graduate School Representative (GSR) is chosen by the student, in consultation with the committee chair, at the time of the supervisory committee formation.

Eligibility Requirements

The GSR must be

- a full member of the graduate faculty, AND
- be either a tenured faculty member outside the committee chair's/co-chairs' home department(s) OR
- a faculty member outside the primary college of the committee chair/co-chairs.
- If the student is in an interdisciplinary program, the GSR must also be outside of that program.
- be clear of any conflicts of interest with either the student or the committee chair/co-chairs. Examples of possible conflicts of interest may include budgetary relationships, family or financial, personal relationships, or research and/or publication relationships between the GSR and either the student or the committee chair.

The role of the GSR is to ensure that

- Graduate College policies are followed,
- expectations for the student's performance are reasonable,
- interactions with the supervisory committee are conducted on a professional basis.
- The GSR will sign the exam form as a confirmation that these conditions have been met.

Graduate School Representatives serving on a committee for a program that has been approved by the Graduate College to use an outcomes-based approach to assess doctoral student performance also have the responsibility to document that the process and assessment of the student's performance in the doctoral program match the defined program outcomes.

NOTE: Other qualified individuals may participate as committee members following approval by the graduate dean upon a recommendation accompanied by rationale and curriculum vitae by the appropriate program administrator and academic dean. 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.

Each committee member shall have an equal vote in committee decisions. The committee is to assist the student in the preparation of a plan of study and to advise him or her during the period of graduate work. The supervisory committee is encouraged to convene at least once per semester and meet at least once per year to review the progress of the student.