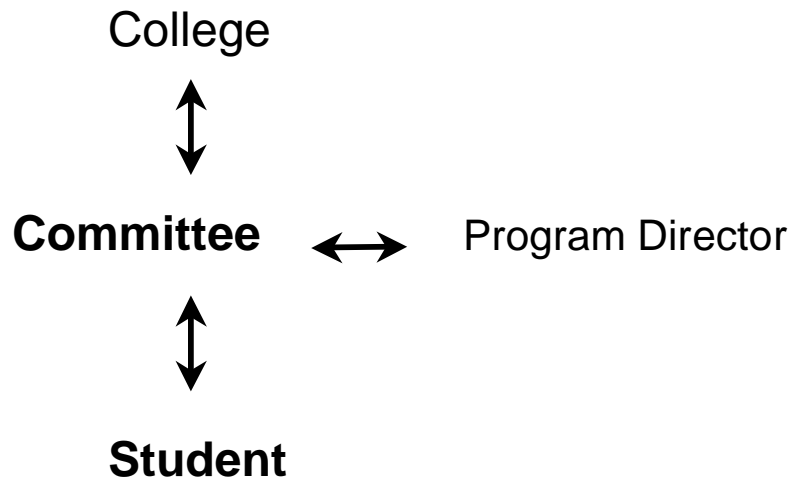


# Role of the Faculty Committee



## 1. College

The College relies upon faculty committees to oversee all aspects of a student's thesis/dissertation project. They are responsible for seeing that the student complies with all the policies and regulations of both the program and the College. Most importantly, they are the advisors to both the student and the research advisor. In the end, the committee determines if a student has passed the Final Examination for the degree and approves the thesis/dissertation.

2. Committee members have important responsibilities to the student, research advisor, and the College.

### Committee members

- a) Advise students about appropriate advanced courses to be taken.
- b) Oversee the academic progress of the student and counsel the student regarding academic and research issues. The College expects the committee to meet

regularly (hopefully at least twice a year) with the student and research advisor to evaluate the progress of the student. ***Committee members must sign the Annual Progress Report Form for the student.***

- c) Help the student prepare for and then determine whether the student has passed the comprehensive examination required for admission to candidacy.
- d) Approve the research project and recommend to the College that the student be admitted to Candidacy. ***Committee members must sign the Admission to Candidacy Form for the student.***
- e) Advise both the research advisor and the student on the research project.
- f) Attend seminars presented by student.
- g) Conduct the oral defense of the thesis/dissertation. ***Committee members must sign the Report of Final Examination.*** Unanimous approval is required.
- h) Approve the thesis/dissertation. ***Committee members must sign the Approval page of the thesis/dissertation.*** All committee member signatures are required.