



General Information

Student Name: _____ ID#: _____

Concentration: _____

Dissertation Committee

Chair: _____ Member: _____

Member: _____ Member: _____

Member: _____ Member: _____

The dissertation committee must be approved by the dean of Graduate Studies. See the Dissertation Committee Composition requirements below. Students must notify the Program Coordinator if there are any changes to the committee prior to defending the dissertation

Does the committee meet Graduate Studies guidelines? ☐ Yes ☐ No

Dissertation topic:

Dissertation proposal approved? ☐ Yes ☐ No (if no, please comment below)

Comments/Changes

Signature of Committee Chair

Date

The Dissertation

Each doctoral candidate must prepare a written dissertation. The dissertation for the degree of Doctor of Philosophy (Ph.D.) must demonstrate ability to do independent research, and demonstrate competence in scholarly exposition at an advanced level. It should present the results of an original investigation of a significant problem and should provide the basis for a publishable contribution to the research literature in the major field.

Dissertation Committee Composition:

1. A minimum of four members approved for committee service.
2. Two members must be Category 1.
3. The chair of the committee must be Category 1 or 5, or 3 if their appointment is within the student's major.
4. Co-Chair (optional) may be any Category 1-6.
5. An external member is required. The external member must be Category 2 if selected from the faculty of an institution other than UNM, or be Category 1 if selected from UNM faculty outside the student's major.
6. The fourth member may be any Category 1-6.
7. No more than one voting member may be Category 4.

Category Guidelines for Approval Request for Committee Service

The categories of faculty approvals for service on student committees (with the approval of the unit faculty and Graduate Studies) are as follows:

- **Category One:** UNM tenured or tenure-track faculty or UNM-National Laboratory Professors. Role: chair or a member of any master's or doctoral committee in any discipline, regardless of the Faculty member's FTE status.
- **Category Two:** Tenured or tenure-track faculty at other institutions. Role: external member on dissertation committee.
- **Category Three:** Individuals whose primary employer is UNM and who hold the titles of research professor, research associate professor, research assistant professor; clinician educators with the rank of professor, associate professor assistant professor or faculty hired onto the flex track or "V" category in the School of Medicine. Role: co-chair or member of master's or dissertation committee; may only chair committees if his/her appointment is within the student's major.
- **Category Four:** Others who are considered experts in the field. Role: voting member of the committee.
- **Category Five:** Emeriti/Emeritae faculty may continue to chair existing committees for up to one calendar year from the date of their retirement if the graduate unit approves. They may not be appointed chair of any new committees once retired. Role: Chair, co-chair, or voting member of the committee.
- **Category Six:** After the first year of retirement, Emeriti/Emeritae faculty may continue to serve on committees if the graduate unit approves. Role: Co-Chair or voting member of the committee.