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GRADUATE COMMITTEE
Recommendation

SR-92-93-(109)255 (GR)

To adopt the attached amended description of the doctoral degree in biomedical sciences for inclusion in the Graduate Catalog.

FACULTY SENATE PRESIDENT:

APPROVED BY SENATE: Robert Sawry DATE: 5-13-93

DISAPPROVED BY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED: [Signature] DATE: 5-24-93

DISAPPROVED: _____ DATE: _____

COMMENTS:

Amended from the floor of the Faculty Senate.

DOCTORAL DEGREE IN BIOMEDICAL SCIENCES

The doctorate is a research or performance degree and does not depend on the accumulation of credit hours. The three requirements for receipt of the degree are admission to candidacy, residency, and completion and successful defense of a dissertation. The degree signifies that the holder has the competence to function independently at the highest level of endeavor in the chosen profession.

Candidacy Requirements

Admission to graduate study and enrollment in graduate courses does not of itself imply acceptance of the student as a candidate for a doctoral degree. This is only accomplished by satisfactorily passing a qualifying examination and by meeting all other specified requirements.

A student will be given a comprehensive qualifying examination to demonstrate knowledge of the important phases and problems of the field of major study, their relation to other fields, and the ability to employ the instruments of research. The examination is intended to determine whether the student has the academic competence to undertake independent research in the discipline, and to ensure that the student possesses a thorough grasp of the fields outlined in a plan of study.

Qualifying Examination for Admission to Candidacy

The qualifying examination assesses whether the student has attained sufficient knowledge of the discipline and supporting fields in order to undertake independent research. The examination generally occurs after most course work has been completed, and consists of written and oral examinations covering all areas specified in a plan of study. After the component parts of the qualifying examination have been successfully passed, the student is admitted to candidacy for the degree. No one is a doctoral candidate until this first requirement for the degree has been met.

Because the qualifying examination attests to the academic qualification of the student to conduct independent research, the examination can not precede the degree by too long a period of time. Consequently, doctoral candidates are allowed no more than five years in which to complete remaining degree requirements. In the event a student fails to complete the degree within five years after admission to candidacy, an extension of time can be obtained only by repeating the qualifying examination, and meeting all additional requirements specified by the student's doctoral committee.

Scheduling and results of qualifying examinations must be reported to the Graduate School Dean. Approval by consensus of the doctoral committee is required for passage of the examination. Only one dissenting vote is permitted. If necessary, a single portion of the examination may be repeated at the discretion of the committee. However, if two or more members cast dissenting votes, the entire qualifying examination must be repeated. The student must have the approval of his/her doctoral committee to repeat a qualifying examination. The committee should specify a time period during which the student will have the opportunity to correct deficiencies prior to a readministration of the examination. The qualifying examination can be administered a maximum of three times. The student is admitted to candidacy only

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after successful completion of the qualifying examination. Failure to successfully complete the qualifying examination will result in dismissal from the program by the Graduate School Dean upon recommendation by the student's doctoral committee.

Dissertation

The candidate must submit a dissertation pursued under the direction of the graduate faculty on some topic in the field of biomedical science. The dissertation must present the results of the candidate's individual investigation and must embody a definite contribution to knowledge. While conducting research or writing a dissertation, the study must register at the beginning of each semester or summer during which credit is being earned. No more than fifteen hours of doctoral research will be credited toward the degree.

Candidates are to follow "Regulations Governing the Preparation of Dissertations" regarding format and organization of the dissertation. A copy of this document is on file in the Biomedical Science Graduate Office and the Graduate School Office.

Final Defense of the Dissertation

The final defense of the dissertation is held during the semester or summer session in which all other requirements for the degree are to be met. After the candidate's dissertation has been tentatively approved, the final oral examination on the dissertation will be scheduled. The student's committee chairperson will indicate in advance the time and place, and receive clearance from the Graduate School before the examination can be given. Such notification of doctoral examinations will occur at least three weeks before the date of the final defense. All final defenses of dissertations are open examinations and lead time is required for public notice to the University community.

Successful completion of the final defense requires the approval of all but one of the members of the doctoral committee. Results of each final defense must be reported to the Graduate School within 24 hours. Reexamination may not be scheduled without approval by the doctoral committee and the Graduate School.

All doctoral committee members are to be present for the final defense of the dissertation. If the final defense cannot be scheduled at a time convenient to all committee members, the Graduate School Dean or his/her designee may permit one substitute for an original committee member. A substitute for the chair of the committee will not be permitted. A request for a substitute must be submitted in writing to, and approved by, the Graduate School Dean prior to the final defense. The request for a substitute will be signed by the committee chair, the student, and both the original committee member and the substitute. A substitute must have the same or higher graduate faculty status as the original committee member and represent the same academic discipline or specialization.

Acceptance of Dissertation

The requirements for a doctorate include acceptance of the dissertation. An accepted dissertation must bear the original signatures of at least all but one of the doctoral

committee members. If more than one member of the committee, whatever the size of the committee, dissents from approving the dissertation, the degree cannot be recommended. If a substitute faculty member attends the final examination, the substitute signs the shuttle sheet; however, the original committee member is to sign the dissertation. The dissertation must be accepted by the Graduate School not later than one week before the end of the semester or summer session in which the degree is expected to be granted.

Publication

All doctoral dissertations and their abstracts will be microfilmed through University Microfilms, Ann Arbor, Michigan. This requirement will not be satisfied by any other publication but does not preclude publication elsewhere, which is both permitted and encouraged.

Completion of Requirements

At least one week before the close of the semester or summer session in which the degree is expected to be conferred the candidate must submit the following to the Graduate School Office:

1. The typed, unbound original dissertation in a form suitable for microfilming and two excellent machine-reproduced copies. All three copies must have signature of the candidate's doctoral committee.
2. One extra abstract using no more than 350 words. This separate abstract must have at the top of the first page the centered exact title of the dissertation, followed on the next line by the full name of the candidate, and on the next line by the word ABSTRACT. The pages of the extra abstract must be unnumbered.
3. A completed and signed University Microfilms contract together with the appropriate fee to cover the cost of microfilming the dissertation and publication of the abstract in Dissertation Abstracts, a bi-monthly journal which receives wide distribution. This fee is payable by certified check or money order made out to University Microfilms Inc. If desired, copyright service can be provided through University Microfilms upon receipt, along with the dissertation, of a certified check or money order in the appropriate amount made payable to University Microfilms, Inc.
4. Payment in the appropriate amount to Marshall University to cover the cost of binding the original and two copies of the dissertation.
5. A completed questionnaire entitled "Survey of Earned Doctorates."

Time Limitation

Students must meet all requirements for the doctor of philosophy degree in Biomedical Sciences within seven years from the date of enrollment in the first course to be used in the degree program. An extension in time may be granted by the Graduate Dean upon recommendation by the Graduate Studies Committee of the Biomedical Sciences Graduate Program. Absence due to military obligations, long serious illness,

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or similar circumstances may be regarded as proper reasons for an extension of time. It is the option of the student's doctoral committee to require the validation by special examination of courses which the committee deems to be outdated.

Summary of Procedures for the Doctoral Degree

1. Letter of inquiry from prospective student to Director of Graduate Studies in Biomedical Sciences or to the Office of Admissions.
2. Mailing of application from the Director of Graduate Studies or Office of Admissions.
3. Receipt of application materials and required fee by the Office of Admissions.
4. Referral of application materials to the Director of Graduate Studies by the Office of Admissions.
5. The Director of Graduate Studies notifies the Office of Admissions and the prospective student of the admission decision of the Graduate Studies Committee.
6. The accepted student arrives, reports to Director of Graduate Studies, is assigned an interim advisor, and registers for course work.
7. Shortly after the selection of a permanent advisor, a doctoral committee is formed and the student's plan of study is developed.
8. The student completes requisite course work and other program requirements.
9. The student takes written and oral qualifying examination for admission to candidacy. The results are communicated to the Director of Graduate Studies and the Graduate School Dean by the chair of the student's doctoral committee.
10. The student continues doctoral research under the guidance of his/her doctoral committee. The dissertation phase begins with approval of a dissertation prospectus by the doctoral committee and the Graduate School Dean.
11. A copy of the preliminary draft of the dissertation is given to each member of the doctoral committee and the Graduate School Dean at least one month prior to the final defense of the dissertation.
12. The chair of the doctoral committee requests clearance for the final defense from the Graduate School office no later than three weeks before the scheduled date of the defense.
13. The time and place of the final defense of the dissertation are announced.
14. The student defends the dissertation in an oral defense.

15. The student delivers the original and two copies of the approved dissertation, required completed questionnaires and fees to the Graduate School at least one week prior to the end of the term or semester.