

GSBS EXPECTATIONS OF COMMITTEE MEMBERS

Thesis advisors and committee members have a unique role in the development of graduate students. While there is joy in watching the growth of a student, it is a serious responsibility, not to be taken lightly. Many of us assume that the requirements are obvious; however, the Graduate School of Biomedical Sciences (GSBS) provides the following expectations:

Dissertation/Thesis Advisor

The advisor/co-advisor have the overall responsibility for guiding the student through the process of successfully completing a dissertation/thesis that fulfills the expectations of scholarly work at the appropriate level, as well as meeting the requirements of the Programs/Concentrations within GSBS.

The Advisor/Co-advisor shall:

1. be willing and able to assume primary responsibility for advising the student;
2. establish key academic milestones and monitor progress;
3. guide the student's development of their research project and provide continuous feedback;
4. provide input on the intellectual appropriateness of the proposed activities and the reasonableness of the project's scope; review thesis and dissertation drafts and provide feedback in a timely fashion;
5. provide the necessary resources and expertise, including supplies and laboratory/computer facilities; and
6. give timely feedback to both the student and the Committee regarding student progress.

Regular Committee Members

It is considered an honor and a privilege to be asked by a student to be a member of their committee and this comes with concomitant responsibilities.

Regular Committee Members shall:

1. pledge adequate time for the student's qualifying examinations, committee meetings (at least 1 per year), and to provide scientific/technical advice;
2. approve the student's degree plan (e.g., courses of study, compliance with program's qualifying and comprehensive examination process, thesis proposal, etc.) assuring that the plan not only meets the intellectual needs of the student, but also all institutional and program requirements;
3. ensure that the student's work conforms to the requirements of the program/concentration and the GSBS;
4. participate in, and independently evaluate the final defense.

Additional Responsibilities

- To advise students of career development opportunities.
- To be candid and fair; avoid any conduct that demeans students.
- To avoid engaging in conduct that could be construed as an abuse of power.
- To refrain from allowing personal animosities or intellectual differences with colleagues to adversely affect the student.

Dean's Representative Responsibilities

1. to represent the Dean and ensure that the examination is conducted in a manner consistent with the expectations of the GSBS;
2. to clarify policy and procedural matters as necessary, including intervening when fairness issues dictate;
3. observing the flow of the examination;
4. participating in the questioning of the student as desired;
5. supervising the pass/fail voting process; and
6. signing the defense form.