

## **MEMORANDUM**

**TO:** Deans, Chairs, Graduate Advisors

**FROM:** Philip Cohen  
Dean, Graduate School

**RE:** Graduate Assembly Approved Policies

**DATE:** 25 February 2003

**cc:** Robert Witt, President; George Wright, Executive Vice President and Provost;  
Graduate School Staff

At its February 20<sup>th</sup> meeting, the Graduate Assembly approved the following policies on dissertation and thesis committees and posthumous degrees. These two policies are effective immediately and will go into the Graduate Catalog. Please notify your graduate faculty of these changes.

### **Policy to resolve conflict among dissertation and thesis committee members:**

As a general rule, a single committee member should not be allowed to block a candidate and should support the will of the committee after full debate. If this does not occur, the candidate with the support of the majority of the committee and the Graduate Studies Committee has the right to replace a committee member with due process notification. Herein, the member is informed of the request, asked to step aside, and is entitled to know the rationale and basis. If the committee member chooses, (s)he may ask for a review of the request from the program's Graduate Studies Committee and, in turn, the Dean of the Graduate School.

### **Posthumous degree policy statement:**

A graduate degree may be awarded posthumously if work for the degree has been substantially completed. Requests for the posthumous degree are made to the Dean of the Graduate School, who will forward them to the faculty of the student's supervising committee (if applicable), the Graduate Advisor, or Chair of the applicable Committee on Graduate Studies, who will determine whether to seek such a degree. Awarding of posthumous graduate degree requires the consent of the supervising committee (if applicable), the graduate advisor, the applicable Committee on Graduate Studies, Dean of the Graduate School and the Provost.

Evidence of substantially completed work includes the following:

- (1) For the award of a posthumous doctoral degree, student has been admitted to candidacy and has made tangible progress toward completion of approved research.
- (2) For the award of a posthumous master's degree with a thesis degree plan or non-thesis degree plan, student should have completed or been in the final semester of all course work, including thesis hours.

Cases that do not meet the above criteria may be considered when extraordinary circumstances prevail.