

THE UNIVERSITY OF TEXAS AT DALLAS
NUMBERED POLICY MEMORANDA

POLICY MEMORANDUM 78-III.25-20

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GRADUATE STUDIES COMMITTEE

A Graduate Studies Committee is to be established for each area of graduate study listed in the Graduate Catalog except those that are offered as joint programs with other components of The University of Texas System. These committees are to be appointed by the Dean of the School or by the Department Head at the request of the Dean. Committees are to be constituted of voting members of the General Faculty as defined in the Handbook of Operating Procedures (Chapter 21, Faculty Organization, Section I.B.1.) -- that is, Regental Professors, Professors, Associate Professors, Assistant Professors, and Instructors holding appointments of half-time or more. They must, in addition, hold the highest earned degrees in their fields, or have an equivalent record of scholarly accomplishment. Terms of office normally commence September 1 of a given year and end August 31 the following year. A Graduate Studies Committee may include all members of a Program Faculty eligible for membership.

The duties of a Graduate Studies Committee, subject to administrative review and review by the University faculty as a whole through its Committee on Educational Policy, include:

- (1) Establishment and review of the content of the Graduate Program in the area concerned;
- (2) Establishment of policies within the Program;
- (3) Establishment of admission standards for the Program; and
- (4) Establishment of policies and procedures to ensure quality control of theses and dissertations.

The decisions of a Graduate Studies Committee will normally be implemented by the Department Head. Where necessary, the decisions or advice will be forwarded through the Department Head and School Dean to the appropriate office of the University.