MOTION:

That the Faculty Senate approves the following new policy.

Policy on appointments to graduate examining committees

This policy governs appointments to the following graduate examination committees:

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<th>Master’s Examination Committees</th>
<th>Ph.D. Preliminary Oral Examination Committees</th>
<th>Ph.D. Final Oral Examination Committees</th>
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I. Composition of master’s examination committees

a. Any University of Minnesota (University) tenured or tenure-track faculty member who holds an earned doctorate or designated equivalent in an appropriate field from an accredited institution may serve in any role on master’s committees.

b. i. Other University faculty (including adjunct faculty) or staff who hold an earned doctorate or designated equivalent in an appropriate field from an accredited institution but who do not hold a tenured or tenure-track appointment, may serve on master’s committees and act as an advisor.

   ii. All such appointments must be reviewed individually at the collegiate level according to a review process and criteria specified by the collegiate unit.

c. Emeritus faculty and faculty, tenured or non-tenured, who have left the University may continue with committee assignments that were active at the time of their departure, including serving as advisor, if the faculty member and the student both agree to the continuation in writing.

d. Outside experts, whether or not they hold faculty appointments elsewhere, may serve on examining committees in any role except as advisor. All such appointments must be reviewed individually at the collegiate level according to a review process and criteria specified by the collegiate unit.

e. Individuals having a nonacademic relationship with the candidate may not serve on that candidate’s graduate examining committee, as it would create a conflict of interest.

f. Individuals working toward a graduate degree at the University may not serve on a graduate examining committee unless an exception has been granted by the Dean of Graduate Education.

g. Collegiate deans or their designated representatives at the collegiate level must review and approve all assignments as advisor.

II. Composition of doctoral examination committees

a. Any University tenured or track-track faculty member who holds an earned doctorate or designated equivalent in an appropriate field from an accredited institution may serve in any role on doctoral committees.

b. The chair of the Ph.D. final oral examination committee may not be the candidate’s advisor or co-advisor.

c. Every Ph.D. final oral examination committee must include at least two tenure-track or tenured University faculty members who hold earned doctorate degrees or designated equivalents in appropriate fields from an accredited institution. At least one of the faculty members must be tenured. There are no exceptions to this requirement.

d. Other University faculty (including adjunct faculty) or staff who hold an earned doctorate or designated equivalent in an appropriate field from an accredited institution may serve on doctoral committees. All such appointments must be reviewed individually at the collegiate level according to a review process and criteria specified by the collegiate unit.

e. Only a faculty member may serve as advisor.

f. Emeritus faculty and tenured or non-tenured faculty who have left the University may continue with committee assignments that were active at the time of their departure, including serving as advisor, if the faculty member and the student both agree to the continuation in writing.

g. Outside experts, with or without faculty appointments elsewhere, may serve on examining committees in any role except as advisor or chair of the Ph.D. final oral examination committee. All such appointments must be reviewed individually at the collegiate level according to a review process and criteria specified by the collegiate unit.

h. Individuals having a nonacademic relationship with the candidate may not serve on that candidate’s graduate examining committee, as it creates a conflict of interest.

i. Individuals working toward a graduate degree at the University may not serve on a graduate examining committee unless an exception has been granted by the Dean of Graduate Education.
j. Collegiate deans or their designated representatives at the collegiate level must review and approve all assignments
as either advisor or chair of the Ph.D. final oral examination committee.

III. Exceptions

Collegiate deans or their designated representatives at the collegiate level may authorize assignments to master’s and doctoral
committees that do not fully conform to policy statements Ia, Ibi, Ic, IIa, IIe, and IIf.

IV. Documentation

Each college must have a set of publicly available standards and processes for appointments to all roles on graduate
examining committees, with special attention to requirements for advisors and for chairs of the Ph.D. final oral examination
committee.

Collegiate units may develop more specific local policies so long as they conform to the policy statements listed above.

COMMENT:

The Senate Committee on Educational Policy (SCEP) last year commissioned a committee to assemble and review all
policies related to graduate education, and to prepare them for approval through the University's normal policy-review
process so they can be placed in the policy library. This is the first such policy, and has been reviewed by SCEP and by the
Faculty Consultative Committee. A number of changes were made as a result of the discussions with the two committees, and
they endorse it.