

1. PURPOSE

- 1.01 The purpose of this policy is to provide a procedure whereby highly qualified individuals not employed by SHSU may serve on SHSU thesis and dissertation committees. This will enable our students and faculty to interact with prominent individuals in the appropriate topic area.

2. GENERAL

- 2.01 Only one external member may be permitted to serve on each thesis or dissertation committee. This individual may serve as a non-chair or co-chair member. This person must be specifically requested by the student writing the thesis or dissertation and approved, in advance, by the appropriate academic dean and department and committee chairs. Exceptions must be approved by the academic dean, the Dean of Graduate Studies, and the Provost.
- 2.02 If an approved external member is located at a distance from the SHSU campus which would make his/her presence at thesis/dissertation committee meetings or a defense impracticable, such meetings or defense may be accomplished by a conference call or other appropriate electronic media.
- 2.03 An approved external member will be bound by all pertinent rules, regulations and procedures pertaining to the preparation and approval of theses and dissertations at SHSU.

3. QUALIFICATIONS

- 3.01 It is expected that an external member should:
- a. generally be a member of the graduate faculty of his/her institution;
 - b. teach courses at the level of the degree the student writing the thesis or dissertation is pursuing;
- or

- c. possess pertinent credentials and/or expertise in the topic area sufficient to satisfy the respective department/committee chair, academic dean and graduate dean.

APPROVED: _____/s/_____
James F. Gaertner, President

DATE: _____05/23/06_____

CERTIFICATION STATEMENT

This academic policy statement (APS) has been approved by the reviewer(s) listed below and represents Sam Houston State University's Division of Academic Affairs' APS from the date of this document until superseded.

Original Date: June 1, 1995

Review Cycle: June, ONY*

Reviewer(s): Graduate Council
Academic Policy Council

Review Date: June 1, 2007

Approved: _____/s/_____
David E. Payne
Provost and Vice President
for Academic Affairs

Date: _____05/11/06_____

*ONY = Odd Numbered Year