

Role of the Master's Degree Mentor

Research Program

1. Thesis Committee

Each master's degree student who is writing a thesis is expected to complete a research project under the direction of a faculty member who is identified as the student's research advisor. In most circumstances, the research advisor serves as the chair of a Thesis Committee composed of at least 3 faculty members, one of whom is the research advisor, recruited by the student with approval of the Graduate School Dean.

2. Research Protocol

An outline of a proposed research project is developed by the student in collaboration with the research advisor. The research protocol is reviewed by the Thesis Committee, and, if approved, is submitted to the Graduate School Dean. The Dean reviews the protocol and, if satisfied that it meets objectives of the Graduate School, notifies the student of its acceptance. With acceptance of the research protocol, the student is authorized to begin work on the research project.

3. Thesis Review and Approval

A thesis describing the research performed by the student is prepared under the supervision of the research advisor. The format for the paper must be consistent with the accepted protocol for papers published in the student's field of study. When complete, the thesis is submitted to the Thesis Committee for review. At the discretion of the graduate program, review of the thesis may include an oral defense conducted under terms specified in the policies and guidelines document of the Graduate School. The thesis may be approved, approved with changes, or disapproved by the Thesis Committee. If approved with changes, all changes must be considered in a revision before submission to the Dean of the Graduate School. Two copies of the final thesis must be submitted to the Graduate School.

4. Publication of Research Results

Each student is encouraged to draft one or more papers for publication in a peer-reviewed journal describing the results of the research. These papers are to be written in close collaboration with the research advisor. Approval of the dissertation and the student's eligibility for graduation are not dependent on the submission or acceptance of a paper for publication.

NON-THESIS DEGREES:

A Master of Arts student must complete a minimum of 30 credit hours of course work including the core curriculum. Students may opt to write a final paper of publishable quality. A Master of Public Health student must complete a minimum of 42 credit hours of coursework including a field experience and capstone project. Once all of the course credit requirements have been fulfilled and the final paper has been submitted, the program will be completed.

Awarding of Degree

Notice of an approved thesis, paper or project must be communicated in timely fashion by Program Director to the Dean of the Graduate School. The Dean then verifies that

the student has satisfied all requirements for graduation, and then submits the student's name to the MCW Board of Trustees for approval for the degree. The Board acts on this submission at its next regularly-scheduled meeting. If approved, the student's name is added to those receiving a degree on the next graduation date.