Doctoral Committee Membership Requirements
Committee Member Eligibility

- Individuals with UC appointments in the following categories may serve as a primary committee member:
  - Professor (all ranks)
  - Adjunct Professor (only one per five member committee)
  - Researcher (only with Lecturer Appointment, only one per five member committee)
  - Lecturer with Security of Employment
Committee Member Requirements

- Committee must have at least five (5) members that meet UCSD requirements. Members that do not meet requirements can still serve on the committee as sixth/seventh members.
Committee Member Requirements

- Four members must have professorial appointments within the UC system: Assistant, Associate, Adjunct, Emeritus, Full.
- Fifth member may be a Researcher (only with Lecturer Appointment) or Lecturer with Security of Employment.
Committee Member Requirements

• Three members must be from your home department, SIO.
Committee Member Requirements

- Two members must represent an academic specialization other than your own.
  - One member must be a tenured professor (Associate/Full/Emeritus) in a UCSD department other than SIO. Cannot be a professor from another UC. Cannot be an SIO joint appointment.
  - The other is typically an SIO member from a different Curricular Group. Can from another department or from another UC.
Committee Member Requirements

• Each committee has a chair (your research advisor).
  – You may also elect to have a co-chair on your committee if you are co-advised or if another committee members goes above above beyond what is expected of a regular committee member.
  – You are required to have a tenured professor serve as co-chair if you are advised by an adjunct professor (e.g. NOAA advisors)
Selecting a Committee Chair

- Individuals with the following UCSD appointments are eligible to serve as a committee chair:
  - Professor (Assistant, Associate, Emeritus, In-Residence)
  - Researcher; must also have a Lecturer appointment
  - Adjunct Professor; may serve as chair, but must have a tenured professor as co-chair
Tenured v. Non-Tenured

- Tenured Professor includes: full, associate, or emeritus
- Non-Tenured Professor includes: assistant or adjunct
- Only a tenured professor can serve as the "upper campus member"
Researchers employed by UCSD are eligible to serve as committee members if they also hold a Lecturer appointment.

Only one researcher can be on a five member committee. The other four members must be professors.

Project scientists or Research Associates are not permitted to serve as one of the required five members.
Non-UC Committee Members

- Faculty/researchers with positions outside the UC system are eligible to serve as a sixth member on your committee.
  - Non-UC members must submit a CV and justification for inclusion on committee to Grad Division.
- Department Chair and Grad Division do not rubber stamp sixth members (what is their role in the student’s research, will they physically attend qualifier and defense)
Other Considerations

- You may have more than five members on your committee, however keep in mind that additional members make it more difficult to schedule meetings/exams.
- ALL committee members are expected to participate in the Qualifying Exam and Final Defense. Keep this in mind when choosing out-of-state members.
- If you need to make any changes to your committee membership, please notify the Graduate Office at least 4 weeks prior to your Qualifying Exam or Final Defense.
Sample Committee

- SIO Professor, Chair
- SIO Associate Professor
- SIO Researcher/Lecturer
- SIO Professor
- UCSD Physics Associate Professor
Sample Committee

- SIO Adjunct Professor, Chair
- SIO Associate Professor, Co-Chair
- SIO Professor
- SIO Researcher/Lecturer
- UCSD Anthropology Professor
Sample Committee

- SIO Researcher/Lecturer, Chair
- SIO Professor
- SIO Professor
- UCSD Biology Professor
- UCSD Chemistry Assistant Professor
- NOAA Researcher
Final Thoughts

• The bigger the committee, the harder to schedule.

• Joint hires cannot count as the upper campus member.

• Send me sample committees and questions.

• Start early. Talk to your advisor. Form your committee. Determine expectations.