Dissertation Chair & Committee Orientation

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Dissertation Chair & Committee Orientation

- Indiana Tech PhD Program Overview
- Chair & Committee Selection Process
- QP, Proposal, & Dissertation
- Chair & Committee Responsibilities
  - Chair & Committee Roles
  - Chair & Committee Expectations
- Resources
- Oral Defenses
- Q&A Session

PhD Mission Statement

The mission of the PhD in Global Leadership program at Indiana Tech is to prepare scholar-practitioners for leadership roles in organizational and academic sectors within a complex global environment. The program emphasizes the importance of scientific integrity and global consciousness in a diverse world.

PhD in Global Leadership

- The Indiana Tech PhD in Global Leadership program offers you an opportunity to advance your ability to lead in today's multifaceted environment and to conduct cross cultural research to examine interrelationships between culture and organizational leadership.

- Administered online, the program is flexible and accommodates diverse working professionals across the world. The online learning methods require students to progress independently, but not alone. Our faculty and support staff are committed to providing an educational environment that is personal and cooperative.

- Professionals who earn a PhD in Global Leadership from Indiana Tech will be ready to lead, research, and advance those organizations.

PhD Curriculum

- Research Core
- Global Leadership Core
- Leadership Specialization
  - Organizational Management (OLM)
  - Higher Education Administration (HEA)
- Residency
- Global Practicum

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Doctoral University

Classified as a Doctoral University by the Carnegie Classification of Institutions of Higher Education

Graduate Instructional Program – Doctoral Research

PhD Student Profile

Program Features

- Enrollment is on a rolling basis

- Classes are 8-weeks using an online format

- Select classes are offered in the summer:
  - RES courses 8-week
  - Content courses 6-week format

- Blackboard Learn is the LMS used by Indiana Tech
  - Asynchronous format
  - Synchronous meetings in each class

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Chair & Committee Selection

RES8001 to QP Transition

- Develop a Prospectus 10+ pages
- Recruit chair prior to completion of RES8001
- Transition to QP
  - Student set-up initial meeting with chair
  - Chair provides input on topic based on final Prospectus
  - Chair makes suggestions on potential committee members
  - Student recruits and finalizes committee

Chair Recruitment

- At IT students select their own chair and committee members.
- Student should contact individual faculty members personally to discuss their topic and the potential for the chair to serve via IT email.
- Potential chair should be responsive to student within 7-days of initial contact.
- Once chair has agreed to serve, then the student should complete the committee selection form online for the chair only.
- Chair should be responsive to online request within 7-days of online form being submitted. (Note: Chair appointments are finalized once a Letter of Appointment has been sent by the PhD office).
- Committee chair should assist student by providing input on potential committee members ensuring that the committee is well-balanced with a content expert, methodology expert, and writing expert.

Committee Recruitment

- Chair advises student to recruit committee members individually one at a time.
- Potential committee members should be responsive to student within 7-days of initial contact.
- Chair advises student that once committee members are recruited, then they should be secured using the committee selection form online.
- Committee member should be responsive to online request within 7-days of online form being submitted. (Note: Committee member appointments are finalized once a Letter of Appointment has been sent by the PhD office).

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QP, Proposal, & Dissertation Stages

QP, Proposal, & Dissertation Stages

Indiana Tech uses a three paper system as follows:

• Qualifying Paper (QP)

• Proposal

• Dissertation

Qualifying Paper (QP) Stage

- The starting point for the Dissertation and guides the student in the exploration of a plan for their potential study. This must show an applied topic with global leadership implications.

- Approximately 40 page narrative of the students planned dissertation to define the topic, problem, theoretical or conceptual framework, research purpose and research questions, significance of the study, literature review, and defines the potential method.

- Once approved by the committee the student must prepare a QP Defense where they share a blueprint of the study with the committee. The outcome of the defense may be Pass, Conditional Pass without Second Defense, Conditional Pass with Second Defense, or Unsatisfactory (Failure).

- A PhD student will be admitted to candidacy upon the successful defense of the QP and will thereafter be referred to as a PhD in Global Leadership candidate.

- The QP is part of a developmental process (this is a draft so both the student and committee should expect changes in future iterations).

*Note see PhD in Global Leadership Guide to Program Completion for specific policy information and the PhD in Global Leadership website to download the latest version of the scripts and rubrics that are required to be completed.

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Proposal Stage

- The proposal is comprised of Chapters 1, 2, and 3 of the Dissertation. The candidate will work closely with their chair to refine and expand the contents of the QP to fit the Proposal format.

- This is where the candidate will hone in on their topic, the literature, and the methodology they are proposing to use.

- The purpose of the Proposal is to develop the proposed research that uses *proposal language* that is future oriented, acknowledging the final research may change.

- Once approved by the committee the candidate must prepare a Proposal Defense where they share details of the study with the committee. During the Proposal Defense the committee should ask probing and thought provoking questions about the proposed study. The outcome of the defense may be Pass, Conditional Pass without Second Defense, Conditional Pass with Second Defense, or Unsatisfactory (Failure).

- The Proposal is still considered a draft document that outlines what the candidate intends to do, both the candidate and the committee must revisit Chapters 1, 2, and 3 in the Dissertation.

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Dissertation Stage

- The Dissertation is comprised of the chapters contained in the Proposal plus Chapter 4: Results and Chapter 5: Discussion, Conclusions, and Recommendations.

- This is where the candidate shows the findings of their original contribution to scholarship and the scientific knowledge, to exemplify the highest research standards within your discipline, and to offer long-term evidentiary value to the academy.

- The Dissertation is the final document and final iteration of the research that has been completed.

- Once approved by the committee the candidate must prepare a Dissertation Defense where they share details of the study with the committee with a focus on the results and conclusions of the study.

- During the Dissertation Defense the committee should ask probing and thought provoking questions concerned primarily with the results and conclusions of the study. The outcome of the defense may be Pass, Conditional Pass without Second Defense, Conditional Pass with Second Defense, or Unsatisfactory (Failure).

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Chair & Committee Responsibilities

Committee Chair Roles

- The primary role of the Chair is to *Shephard* the student / candidate through the process.
- The Chair works closely with the student on behalf of the committee to make decisions throughout the process.
- The Chair manages the process and determines when the Committee Members should be consulted.
- The Chair coaches the student / candidate throughout the process and determines when outside assistance is appropriate.
- The Chair uses a developmental approach to helping scholar-practitioners to succeed.
- The Chair sets the expectation for writing and research quality and consults with the committee as needed.
- The Chair ensures that the final manuscript is in order and all required elements are present.

*Note: See Committee Chair Responsibilities in the Program Completion Guide

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Committee Member Roles

- The primary role of the Committee Member is to support the student / candidate through the dissertation journey by contributing expertise.

- Committee Members work with the student / candidate in consultation and at the direction of the Committee Chair.

- Committee Members provide varying perspectives on the study to help the student / candidate strengthen their study at each phase of the process.

*Note: See Committee Member Responsibilities in the Program Completion Guide

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Chair & Committee Expectations

- Uphold Indiana Tech's ethical standards, including conflicts of interest and conflicts of commitment.

- Students / candidates who are on leave of absence are not permitted to work with the chair and/or committee while on leave of absence.

- Ensure student / candidate is using the Program Completion Guide and correct templates.

- Ensure expectations are communicated to the student / candidate along the way.

- Provide clear feedback to help the student / candidate make progress on their documents. Do not withhold comments between each document iteration that *could have* or *should have* been found on initial review.

- Provide feedback within a reasonable time.

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Resources

Program Completion Guide

- The program completion guide provides specific steps to follow in order for students to progress through the Qualifying Paper, Proposal, and Dissertation.

- This guide provides the details students need to progress.

- All committee members should be up-to-date on the information in this guide.

- We are working on a companion document for faculty members.

IT Faculty Forms & Policies

- Faculty forms and policies are housed in a secure area of the PhD website.

- Resources included are:
  - Rubrics for each stage of the process
  - Defense scripts for each stage of the process
  - Professional Development
  - Additional

Oral Defenses

Oral Defenses

Each defense may be scheduled only after the chair has confirmed that the students / candidate and the document is ready to proceed to the appropriate defense.

The defense is characterized by four components: a) pre-defense activities and brief precatory meeting of the chair and committee members; b) the 25-30 minute presentation by the student, followed by committee questioning; c) voting by the chair and committee members; and d) reporting of the decision by the chair to the student and meeting participants.

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QP & Proposal Defense

- These are closed defenses with the student / candidate and the committee.
- These are meant to be developmental in nature.
- These are meant to provide the student / candidate an opportunity to practice presenting and talking about their topic / study.
- Held remotely, but all committee members must participate.

Dissertation Defense

- The final Dissertation defense is an open defense and must be held on the Fort Wayne campus where the student must attend in person. If committee members are located near Fort Wayne they will also attend in person along with program faculty and staff.

- All committee members must be present either in-person or remotely.

- A travel scholarship has been created to assist in expenses for the chair to attend in person where feasible.

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Defense Expectations of the Chair

- Build expectations with the student / candidate along the way.
- Communicate the presentation time with the student / candidate.
- Establish a professional and collegial tone for the defense. (Remember the Dissertation Defense is an open defense).
- Be on campus for the Dissertation Defense, if possible.
- Ensure that the student / candidate is prepared with the latest templates.
- Read scripts that have been provided for the appropriate defense type.
- Best practice, but not required – hold a mock oral defense with the student prior to the actual defense with the committee.

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Defense Expectations of the Entire Committee

- Professional attire

- Arrive at least 15-minutes prior to the start of the defense

- Ask good probing questions related to the following areas:
  - Methodology
  - Sample Size
  - Relevance to global leadership
  - Global aspect of the study

*Note: See Guide for Program Completion

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Q&A Session