

Dissertation Proposal Defense

Script and Procedure

PART I: INTRODUCTION

CHAIR READS: I would like to begin the Dissertation Proposal defense of:

_____.

I am Dr. _____ serving as Dissertation Proposal Committee chairperson.

I am joined today by committee members:

Dr. _____

Dr. _____

The Dissertation Proposal defense is a formal meeting during which the student is questioned about the Dissertation Proposal and an agreement is reached that the student has successfully completed the manuscript in accordance with the academic standards of the PhD department and the university. The examination is chaired by the student's committee chairperson and conducted by the Dissertation Proposal committee and at the discretion of the Associate Dean of Graduate & PhD Programs. The defense is an examination of the student's competence with respect to independent scholarship and investigation of a research inquiry. The student must be able to explain the rationale for choices that *He/She* made in designing of research, the future collection of data, and the writing of the Dissertation Proposal manuscript. In addition, the student should be able to discuss the research limitations and examine the academic relevance by placing them in the context of existing theory and research. The Dissertation Proposal under consideration today is titled:

It has been accepted for official defense.

I would like to introduce the author of the Dissertation Proposal – _____. He /She is the Respondent for today's defense.

At this time, I would like to ask the Respondent if He/She would like to offer any short comment regarding any corrections of the text or variation or special circumstances since our last committee communication in regards to His/Her Dissertation Proposal.

The defense will begin with the Respondent offering a formal oral presentation of His/Her Dissertation Proposal for approximately 30 minutes.

CANDIDATE GIVES PRESENTATION

PART II: COMMITTEE QUESTIONING OF CANDIDATE

CHAIR READS: At this time, the respondent will be asked to reply to committee questioning. The committee offers the sole examination for the Dissertation Proposal defense. The discussion should preferably not be concerned with minor errors in the presentation or text, etc., but instead with issues such as the Respondent's concept of the field studied, the experimental techniques employed, possible limitations, potential future developments, etc.

QUESTIONING

PART III: EVALUATION BY THE CHAIR AND COMMITTEE MEMBERS

CHAIR READS: The committee will now evaluate the student's defense. The evaluation for the defense of a Final Dissertation Proposal may be pass, conditional pass, or fail. Decisions on acceptance are based on majority vote of the Dissertation Proposal Committee. Voting is conducted in a closed meeting of the committee.

COMMITTEE EXITS THE VIRTUAL MEETING

COMMITTEE JOINS THE DELIBERATION VIRTUAL MEETING

COMMITTEE REJOINS THE MAIN MEETING WITH CANDIDATE

Once a decision has been rendered, the chair informs the candidate via phone call. The Chair should also review the committee's feedback with the Candidate with written materials sent as a follow-up.

Upon rendering the decision, the Chair then officially notifies (by email) the Associate Dean of Graduate & PhD Programs of the committee's decision. The Associate Dean of Graduate & PhD Programs approves and forwards this information to update all records and office prepares candidate for the final steps to Dissertation.