

**PSYCHOLOGY DEPARTMENT DOCTORAL DISSERTATION COMMITTEE FORM**

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**DEPT FORM AND ATTACHMENTS MUST BE SUBMITTED ALONG WITH  
A COLLEGE FORM SIGNED BY ALL COMMITTEE MEMBERS, AND  
MUST BE APPROVED BEFORE THE DISSERTATION PROPOSAL DEFENSE**

DATE:

TO: GRADUATE PROGRAM COMMITTEE

SUBJECT: REQUEST FOR APPROVAL OF DOCTORAL DISSERTATION COMMITTEE

STUDENT:

Area of Study:  
(check one)

Clinical

CNS

I-O

Students are expected to form the Ph.D. committee shortly after completion of the M.A. thesis. Typically, students submit for approval both a department dissertation committee form and a signed College committee form before taking the comprehensive exam.

The Department of Psychology requires that the selection of faculty for membership on the student's Ph.D. supervisory committee be consistent with both the depth of expertise and breadth of scholarship that are traditionally associated with the doctoral degree. It is expected that the Ph.D. committee will represent the competence and qualifications necessary to evaluate the doctoral dissertation, signified by active scholarship and the possession of an appropriate terminal degree. The department faculty member serving as major professor must be an active scholar and have at least one refereed publication in the prior three years. If the major professor is not an active faculty member of the Psychology Department, a co-major professor from the Department must be appointed.

The Ph.D. supervisory committee must consist of at least five full-time tenured or tenure-earning faculty members, or pre-approved instructional faculty.

- Three members must be full-time faculty within the Department of Psychology.
- Three members must be in the student's departmental concentration area. These members can be from outside the Department if they have pre-approved status.
- At least one member must be a full-time faculty member from within the Department of Psychology, but outside the student's departmental concentration. For CNS students, this member can be outside the student's CNS focus area (e.g., a C or N faculty for an S student; consult the CNS Area Director as needed).
- One member must be from outside the Department of Psychology. This outside member represents Graduate Studies.

An Affiliate Graduate Faculty member or a scholar with External Graduate Co-Advisor Status (graduate faculty from other institutions) may serve as a committee member from within the concentration, from outside the concentration, or from outside the Department of Psychology. Scholars with External Graduate Co-Advisor Status may co-direct with Psychology Graduate Faculty at the discretion of the department but are not allowed to independently Chair a dissertation committee. Neither Affiliate Graduate Faculty nor External Graduate Co-Advisors are considered Department of Psychology faculty. Lists of the Affiliate Graduate Faculty and the External Graduate Co-Advisor faculty are on the department's Faculty website. Their appointment process, terms, rights, and responsibilities can be found on the department's Resources>Faculty Policies and Procedures website. If justified, a sixth member of the Ph.D. Committee may be requested.

INSTRUCTIONS:

1. Briefly describe your dissertation topic, method, and analytic tools necessary for completion.

2. Justify your choice of advisor(s) and committee members as they relate to your dissertation.

3. Submit this department form, along with a College Committee new appointment form signed by all committee members, and the CV of any proposed members outside the department who are not joint faculty or are outside USF, to Brittany Vojnovic [byabczanka@usf.edu](mailto:byabczanka@usf.edu). Brittany will obtain Graduate Program Committee action, signature, and submit it to the College.

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GRADUATE PROGRAM COMMITTEE ACTION:     Approved                     Disapproved

Comments:

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Signature of Graduate Program Committee Chair

\_\_\_\_\_  
Date

Revised 5/2024