

## Department of Environmental Health Proposed Thesis/Dissertation Committee Request Form

**Purpose:** This form should be completed upon completion of required didactic course work and/or prior to the first Thesis or Dissertation Committee meeting and submitted to the Graduate Studies Office. For eligible faculty and external committee candidates who have not previously served on a Thesis or Dissertation committee, the External Committee Member form must accompany this Request Form, together with the proposed committee member's CV. On the External Committee Member Form, the student, together with the advisor, must indicate if the proposed committee member is a core member of the committee or a supplemental member. Ultimately the choice of the proposed committee member is subject to Graduate School approval, and approval is far simpler and more likely if the external committee member is a supplemental member of the committee.

- ❖ **Please consult your Program Handbook located on your division's student resources page concerning all committee chair and member requirements.**
- ❖ **Please consult the UC Graduate School Handbook concerning eligibility of individuals to serve on or to chair a thesis or dissertation committee.** <https://grad.uc.edu/fac-staff/handbook.html>
  - A thesis must be monitored and documented by at least two faculty members, at least one of whom must be a member of the graduate faculty
  - A dissertation committee must be composed of a minimum of three full-time faculty members at UC with permanent professorial rank (i.e., tenure-track full, assistant, and associate professors -- not adjunct, educator or visiting).

**Proposed Committee Members:**

**Previously served on a  
UC thesis or dissertation  
committee? Yes / No**

- |    |               |       |
|----|---------------|-------|
| 1. | _____ (Chair) | _____ |
| 2. | _____         | _____ |
| 3. | _____         | _____ |
| 4. | _____         | _____ |
| 5. | _____         | _____ |
| 6. | _____         | _____ |

**Student Name:** \_\_\_\_\_

**Student M#:** \_\_\_\_\_

**Student Program:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Committee Chair Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_