

GUIDELINES GOVERNING THE SELECTION OF THE UNIVERSITY DOCTORAL COMMITTEE

1. The **University Doctoral Committee (UDC)** should be carefully selected by the candidate by the end of the second year or beginning his/her third year of study. Final approval by the Ed.D. Coordinator, Dean of the School of Education, and the Dean of the Graduate School is required. **The candidate will formally submit the names of the doctoral committee during the 36-Hour Review.**

2. The UDC must consist of a minimum of **three members** from the following areas:

- A. **One member must be** full-time appointed **graduate faculty member in the School of Education. (This individual may serve as the chair)**
- B. **At least one member must be** an appropriately credentialed individual currently serving in a leadership role the district or educational setting which is the focus of the problem of practice being investigated by the candidate.
- C. **One member of the UDC** may hold an appointment at HPU in an academic discipline "**outside**" **The School of Education**. The focus of the Capstone will determine the appropriateness of this selection. (For example, if the focus of the capstone relates to budgetary and resource issues, the candidate may choose to select a faculty member from the School of Business, if the capstone focuses on strategic leadership issues the candidate could choose to select a faculty member from the School of Communication, etc.). A list of faculty eligible to serve on the UDC from other academic disciplines will be made available to candidates and will be updated annually by the Graduate Council of the University. Faculty must be credentialed and be included on the approved graduate faculty list to be considered for membership on the committee.
- D. **One member of the UDC may** be selected by the candidate who is a full-time faculty member in the School of Education whose appointment is not exclusively in the Ed.D. program or who currently has Adjunct status.
- E. **One member of the UDC may** be another graduate faculty member from another IHE who holds appropriate appointment as defined above.
- G. Additional members may be nominated and, if appointed, will have the same voting rights and responsibilities as the other committee members.

3. The **Chair of the UDC must hold** an HPU appointment as a full-time graduate faculty member in the School of Education as a Professor or Associate Professor.