

**TEXAS TECH UNIVERSITY
HUMAN DEVELOPMENT AND FAMILY STUDIES GRADUATE PROGRAMS
HDFS DOCTORAL DEGREE**

DISSERTATION CREDIT DISTRIBUTION

In the spirit of treating faculty equitably regarding their involvement in dissertations, it has become necessary to develop a policy governing the distribution of HDFS 8000 credit among committee members. At a minimum, graduate students will adhere to a policy of awarding credit to all of their committee members during:

1. The semester in which they first begin working on their dissertation proposal (i.e., when they first begin making use of their committee for proposal ideas and feedback);
2. The semester in which they have their formal dissertation proposal meeting with their committee, which is nearly always a different semester from (1) above; and
3. The semester in which they have their dissertation defense

During these three semesters, each committee member should receive at least 1 credit (of HDFS 8000), and may receive more than this depending upon the faculty member's level of involvement in the dissertation. Students should consult their committee chairperson and the committee member in this process. Nominal involvement in the dissertation (i.e., reading drafts, attending meetings) would merit 2-3 credits during some of these semesters.

The committee chairperson should receive a minimum of 3 credits per semester of dissertation work (not just the three semesters mentioned above for committee members). Students enrolling for dissertation credits simply to maintain continuous enrollment must be enrolled in at least 1 credit with their committee chairperson. Students should consult their chairperson regarding the number of credits to be taken.

Students who violate this policy run the risk of asking their committee to read a document (proposal or final draft), or render other advice or assistance, only to have the committee refuse on the basis of receiving no credit for the current semester (i.e., one or more committee members are not officially working with the student during the time the student needs their attention). Finally, students should carefully consider remaining in Lubbock until the completion of their dissertation. Students find it maximally challenging to successfully complete it when they remain in Lubbock for the entire process, and leaving prematurely only compounds its difficulty. It is important to stay in Lubbock when completing your dissertation.