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# Thesis and Dissertation Information Sheet

# Advisory Committees

Advisory Committees are responsible for the overall direction of master’s thesis and doctoral dissertation research. Each committee must have a designated chair or co-chairs who will oversee the research process and ensure that Graduate School policies are met. The primary duties of advisory committees are to help the students achieve their goals and to uphold the academic standards of Texas Tech University.

## Responsibilities of the Committee Members

* All members of the student’s committee share responsibility for ensuring that the student progresses through their program and produces high-quality work.
* Review and provide feedback on the research plan
* In cooperation with the Chair, advise the student through the various phases of their research
* Provide subject matter or methodological expertise as requested by the Chair or student
* Review and critically evaluate drafts of the thesis/dissertation. Provide a rationale for both support as well as criticism. Make recommendations for substantive changes. Major flaws that are likely to result in a student's unsuccessful defense should discuss these concerns with the candidate and Chair immediately (prior to the defense)
* Attend public presentation and participate in the defense; record evaluation of defense performance on report of the oral defense form
* Re-evaluate the thesis/dissertation, if needed, and record approval/disapproval on thesis/dissertation approval form
* In the case of a master’s students pursuing a non-thesis option (e.g., exam, internship, portfolio, report), critically evaluate the work product to the standard of the discipline and record the evaluation; assure that the comprehensive evaluation form is submitted to the Graduate School