



DISSERTATION COMMITTEE SELECTION FORM

A mentor is assigned to each student accepted for the Hospitality Administration Doctoral Degree Program at the time he/she is admitted by the graduate faculty in the Department of Hospitality and Retail Management. The mentor's role is to advise the mentee on course work selection until the student mentee chooses a Dissertation Committee Chair, during the student's second semester of attendance, prior to completion of the Program of Work.* The mentor is considered temporary unless the Doctoral student chooses the mentor as the Dissertation Committee Chair.

The Dissertation Committee will consist of at least three graduate faculty members, with all or a majority from the RHIM Program graduate faculty. The Dissertation Chair must be a member of the RHIM graduate faculty. If a formal minor is declared, there must be a faculty representative of the minor on the Doctoral/Dissertation Committee. The minor representative is in addition to the required three graduate faculty members on the committee. As needed/desired additional committee members may be added from departmental graduate faculty or graduate faculty-at-large. The Graduate Faculty Application Form must be completed and approval granted by the Graduate School for anyone serving as an adjunct member of the committee. An Adjunct Member is anyone employed outside the department/area or outside the University. (Check the Graduate School Website).

A number of factors are involved in the match of a Doctoral student with the faculty member who will chair the Dissertation Committee. Among considerations are mutual research interests, time availability for the faculty member to chair additional dissertation committees, and grants or other funding available to support the dissertation research. Chair and committee members are required prior to taking the Qualifying Examination for Admission to Candidacy**.

The Hospitality Administration Doctoral student should obtain the agreement of the faculty member who will chair the Dissertation Committee and get his/her signature on the form below. Confer with your Dissertation Chair regarding selection of committee members. When committee members have been contacted and have agreed to serve, include their names and signatures below. Submit the completed form to the Hospitality Administration Doctoral Advisor and go to https://www.depts.ttu.edu/hs/hrm/doctoral/program_details.php to add the information to the online database.

The student is responsible for reporting the membership of the Dissertation Committee to the Graduate School as well as updating this Hospitality Administration form. Notify the Graduate School of the membership of the Dissertation Committee and any changes using the *Title or Committee Change Form* that is available at [<http://www.depts.ttu.edu/gradschool/>].

*Guidelines for the Development of a Program of Work and the **Qualifying Examination are at [http://www.depts.ttu.edu/hs/nhr/rhim/academics_doctoral.php]

DISSERTATION COMMITTEE SELECTION FORM

Date: _____ First Semester Enrolled in _____
HA Doctoral Program: SEMESTER YEAR

Student Name: _____

Chair: _____
(Name) (Signature)

Co-Chair: (optional) _____
(Name) (Signature)

Committee Members:
(names and signatures) _____
(Name) (Signature)

(Name) (Signature)

(Name) (Signature)

(Name) (Signature)

Student Signature: _____

HA Doctoral Advisor Signature: _____ Date: _____