

July 2012

Committee Membership Checklist

	Master's Final	Doctoral Candidacy	Doctoral Final			
Number of Committee Members	At least 3	At least 5	At least 5			
Supervisor/Supervisory Cmte is part of Examining Committee	Yes					
Exam Committee Chair	From Dept. Cannot be a supervisor					
Number of UofA Faculty Examiners	At least 2	At least 3	At least 3	There cannot be fewer UofA Examiners than non UofA Examiners. Full-time tenured/tenure-track, special "continuing" or retired UofA faculty members or FSO. Holds a degree equivalent or higher than degree being examined.		
Arms' Length Examiners	At least 1	At least 2	At least 2	Arm's length examiner: not a member of supervisory committee; has not been connected with thesis research in significant way; not associated with student (outside of normal course or other non-thesis activities); not close collaborator of supervisor; may have been arm's length for Candidacy exam; may be from same dept.		
Number from Outside the University (External Examiner)			1			
Eligibility as	*Sole Supervisor?	**Other Supervisor?	Supervisory Committee member?	Exam Committee member?	UofA Faculty Examiner?	Decanal approval needed?
Retired Professors	Yes	Yes	Yes	Yes	Yes	No
Clinical Appointees	No	Yes	Yes	Yes	No	Yes [good for 5years]
Adjuncts that are full-time tenured/tenure-track, special "continuing" or retired UofA faculty members or FSO.	Yes	Yes	Yes	Yes	Yes	No
Experts from Outside the UA (Adjunct Professors or not)	No	Yes	Yes	Yes	No	Yes [good for 5years]
FSO	Yes	Yes	Yes	Yes	Yes	No
RA/PDF/Sessional	Normally not eligible; ad hoc approval needed; department recommends to Vice-Dean FGSR					Yes [ad hoc]
*Must be from the UofA but not necessarily from home Department		** One of the Supervisors must qualify as a sole supervisor				