

Formation of the Edd Dissertation Committee

Revised September 2023

The EdD dissertation committee cannot be formed until the Comprehensive Exam/ Qualifying Exam has been completed. Please understand that your comprehensive exam committee does not automatically become your dissertation committee.

A minimum of six months must elapse between the completion of the comp exam/qualifying exam and the final defense of the dissertation.

Composition of the Committee

The sponsor of the dissertation must be a Warner School faculty member who either is on a tenure-track with a rank of at least an assistant professor, or is on the Warner School clinical faculty. The sponsor may be from your program area in the Warner School, but is not required to be.

Your academic advisor does not automatically become the sponsor of your dissertation. However, if your dissertation sponsor is not your academic advisor, the dissertation sponsor will be designated as your academic advisor for the remainder of your academic career at the Warner School.

The second member of your dissertation committee must be a Warner School faculty member who either is on a tenure-track with a rank of at least an assistant professor, or is on the Warner School clinical faculty. If the sponsor of the dissertation is not from your program area, the second committee member is required to be from your program area. However, if the sponsor of the dissertation is from your program area, the second committee member is not required to be from your program area.

The third member of the dissertation committee must be from outside your program area. This third member may be from the Warner School, a college/school within the University of Rochester, or an institution other than

the University of Rochester. The third member must have an earned doctorate and have a rank of at least assistant professor. Approval of this committee member is dependent upon his/her background and the relevance of his/her expertise to your research. An updated curriculum vitae is required for any proposed committee member who is not a University of Rochester faculty member. Please send the CV directly to gdimambro@warner.rochester.edu.

Additional members may be added to your committee at the discretion of the Associate Dean.

Continuance of a Relocated Committee Member

When faculty members leave the University, they may continue on an EdD committee for two calendar years only. A faculty member who leaves the University and remains on your committee must agree both to continue working with you and to attend (or participate remotely) the proposal exam and the final defense of the dissertation. Please be aware that either you or the committee member must fund related travel expenses. Neither the University nor the Warner School is responsible for paying the travel expenses of your relocated committee member.

Replacement/ Addition of a Committee Member

If your committee is composed of two Warner School faculty members and a person from outside the University, and if one of the two Warner School faculty members relocates, you are required to add an additional Warner School faculty member to your committee. The additional committee member is to fulfill the requirement that the EdD dissertation committee have a minimum of two faculty members from the Warner School.

If one of your committee members is replaced and/or if an additional member joins your committee, that new committee member must be approved. Please contact Gal Dimambro regarding the approval procedure.

Approval of Dissertation Committee

To receive approval of your dissertation committee, please send an email to gdimambro@warner.rochester.edu , copying each member of your committee and stating that they have agreed to serve on your committee. After the committee has been approved by the Warner School's Associate Dean, you and your committee members will be notified. After the committee has been approved by the Warner School's Associate Dean, you and your committee members will be notified.