Advancement to Candidacy Policies

The Environmental Systems: Mathematical Modeling Committee strongly recommends the following process for committee formulation and advancement to candidacy. Students should apply for advancement to candidacy within one semester after they have competed 15 units towards their degree. This should be by the end of the third semester of graduate work if the student entered the program without any deficiencies. However, the student should begin this process early in their third semester so that they can advance to candidacy by the end of the semester.

Committee Formulation:

The student will consult with their major advisor (must be a mathematics department member or adjunct faculty member) to formulate a committee that includes at least one faculty member from outside the mathematics department and two committee members affiliated with the mathematics department. The student will than ask the proposed committee members if they are willing to serve on the committee and attend the initial committee meeting (described below).

Thesis Proposal:

The student should provide the committee with a complete written thesis proposal two weeks before the initial committee meeting. The thesis proposal should describe the environmental problem in context, including a literature review, proposed model and proposed method of analysis. In the event that the student wishes to significantly change their thesis topic, they should submit a new proposal to the committee and repeat the initial committee meeting described below.

Initial Committee Meeting:

The purpose of this meeting is to get all of the committee members together early in the thesis process so that the student’s proposed research project is clear to the committee, and that the committee’s expectations are clear to the student. The student is responsible for scheduling a two-hour period of time for the meeting and reserving a meeting room. The student should start the scheduling process early (4 weeks beforehand) to allow time to accommodate busy schedules.

A typical meeting will include a presentation of the proposal, a period of time allowed for each committee member to ask questions about the research, and if all goes well the signing of the Advancement to Candidacy paperwork. This meeting is also a good time to discuss possible meetings/journals to disseminate the completed work and the expectations for authorship on a publication.