

ADMINISTRATIVE STRUCTURE OF THE DOCTORAL PROGRAM

DOCTORAL CHAIR

The function of the doctoral chair is to provide overall management of the development and implementation of the doctoral program, chair Doctoral Program Committee (DPC) meetings, represent the doctoral program in the university and at national conferences, and coordinate all the activities of the doctoral program.

DOCTORAL PROGRAM COMMITTEE

A Doctoral Program Committee has the following functions, as defined in Article 6.9 of the Faculty Bylaws.

"6.9 The Doctoral Program Committee provides leadership, establishes standards, and initiates activities for the overall planning, development and coordination of the School's Ph.D. Program.

6.91 *Functions*

The functions of the Doctoral Program Committee shall include, but not be limited to, the following:

- Formulating recommendations to the Faculty regarding overall doctoral program policies and procedures;
- Engaging in activities concerning doctoral program publicity and student recruitment;
- Formulating recommendations to the Faculty, through the Curriculum Committee, on matters related to degree requirements, curriculum, and standards;
- Reviewing applications for admission and making admission recommendations to the Graduate School.

6.92 *Membership*

The Doctoral Program Committee shall consist of the following:

- The Chairperson(s) of the Doctoral Program; three additional faculty members, at least two of whom are currently teaching in the program; two students; and any additional members agreed upon. The Dean and Associate Dean(s) shall serve as ex officio members of the committee. Student members shall be accorded the right to vote in Committee deliberations. Except for the Chairperson(s) and the two Coordinators, other members of the Committee shall serve for overlapping two year terms. Vacancies shall be filled through appointment by the Dean, in consultation with the Chairperson(s) of the Doctoral Program."

The Chair of the Doctoral Program shall be appointed by the Dean for a three year term, with the possibility of reappointment.

6.93 Meetings

The Doctoral Program Committee shall meet at least twice each semester, and on call by the Chairperson(s), who shall give appropriate notice of all meetings to each member on the Committee, specifying time, place, and agenda of the meeting. Doctoral Program Committee meetings shall be open to all members of the Faculty."

6.94 Sub-committees

The Doctoral Program Committee shall appoint various sub-committees it deems necessary to carry out its functions.

DOCTORAL PROGRAM COORDINATOR

The Coordinator for the Doctoral Program is currently Brenda Vawter, Office # 324-A. She will answer questions, take messages, make sure you get information you need, and generally be your first point of contact about problems, forms, and procedural issues. She also coordinates many of the doctoral program functions. She can be reached at 962-6477 or by email: bvawter@email.unc.edu.