

Advisor/Thesis Committee Requirements

MS (non-thesis) Requirements

Committee Role	Required/ Optional	CSM faculty status	Department
Advisor	Required	Full time Cannot be teaching faculty	Home Department
Minor Representative	Optional-only for students earning a minor	Full time Can be teaching faculty	Minor Department

MS (thesis) Requirements (minimum of 3 members)

Committee Role	Required/ Optional	CSM faculty status	Department
Advisor (1st member)	Required	Full time Cannot be teaching faculty	Home Dept* or familiar with area of study
Co-Advisor	Optional	Full time, part time or off campus** Can be teaching faculty	
Committee Member (2nd member)	Required	Full time Can be teaching faculty	Home Dept* or familiar with area of study
Committee Member (3rd member)	Required	Full time, part time or off campus** Can be teaching faculty	Home Dept* or familiar with area of study
Minor Representative	Optional-only for students earning a minor	Full time Can be teaching faculty	Minor Department
Committee Chair	do not need to specify on form	Full time/Cannot be advisor or co-advisor Can be teaching faculty	

** two of the required 3 required members must be from the Home Department*

*** off campus members must submit a vita or resume*

PHD Requirements (minimum of 4 members)

Committee Role	Required/ Optional	CSM faculty status	Department
Advisor (1st member)	Required	Full time Cannot be teaching faculty	Home Department or familiar with area of study
Co-Advisor	Optional	Full time, part time or off campus** Can be teaching faculty	Familiar with area of study
Committee Member (2nd member)	Required	Full time Can be teaching faculty	Home Department or familiar with area of study
Committee Member (3rd member)	Required	Full time Can be teaching faculty	Home Department or familiar with area of study
Minor Representative	Optional-only for students earning a minor	Full time Can be teaching faculty	Minor Department
Committee Chair (4th member)	Required	Full time Can be teaching faculty	Outside: Home Department, Minor Department, Major and Minor Degree Program
<i>** off campus members must submit a vita or resume</i>			