

1. Committee on Graduate Studies (COGS) By-laws

Secretary - The Chair shall appoint a Secretary to take Minutes of all

meetings. F. Terms

Chair shall serve at the discretion of the Dean of the School of Dentistry. Other appointed members shall serve 3 year terms, renewable at the discretion of their Specialty Track Director.

G. Meetings

The committee shall meet throughout the year as needed to conduct the Committee's business. Additional meetings may be called by the Dean of the School of Dentistry, the Associate Dean for Academic Affairs of the School of Dentistry, the Chair, or by written request to the Chair signed by three members of the committee. Routine activities of the Committee may be

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2. MSDS Program Policies and Procedures

UTHSCSA M.S. in Dental Science Committee on Graduate Studies

Policies and Procedures

Approved by MSDS COGS November 19, 2013

b. Any extramural faculty member currently

- iii. "Progress is Satisfactory" or "Progress is Unsatisfactory" and, if "Unsatisfactory", plan to remedy.
 - e. Choice of Research Documentation method (thesis or article).
 - f. Date of request for Final Oral Examination (and form submitted to COGS chair).
 - g. Report of Final Oral Examination (and form submitted by supervising committee to COGS chair).
 - h. Date of COGS meeting recommending granting of degree (and form submitted by COGS chair to GSBS Dean).
8. As maintained in the Graduate School Bylaws, the COGS will make, as appropriate, recommendations to the Graduate Faculty Council including those for:
- a. Admission to a graduate program of an applicant whose credentials are below those minimum requirements established by the Graduate Faculty Council.
 - b. Thesis research proposals and Supervising Committee composition.
 - c. Granting of the M.S. in Dental Science degree, with report on the final oral examination, when appropriate. GSBS Form 41.
 - d. Review of the UTHSCSA catalog entry for the M.S. in Dental Science Program and the overall description for the Graduate School prior to publication.
9. As maintained in the Graduate School Bylaws, COGS will make, as appropriate, recommendations to the Dean of the Graduate School of Biomedical Sciences including those for:
- a. Rejecting an applicant to a graduate program.
 - b. Granting a leave of absence to a student in the program.
 - c. Granting membership to the Graduate Faculty of the M.S. in Dental Science Program.
 - d. Admitting students who meet the minimum criteria previously established by the Graduate Faculty Council.
 - e. Admitting a student to candidacy for a degree. GSBS Form 31.
 - f. Terminating student classification for an individual.
 - g. Revisions of the guidelines of the M.S. in Dental Science Program. Guidelines should be reviewed annually.
 - h. Report of composition of Supervising Committee for M.S. Degree, GSBS Form 42.
 - i. Request for final defense and oral examination, due to GSBS Dean at least 14 days prior to defense date. GSBS Form 40.

3. Sequential Procedures

Master of Science Degree in Dental Sciences: Sequential Procedures

Approved by M.S.D.S. COGS November 19, 2013

Phase I - From matriculation to admission to candidacy

1. Admission to candidacy: Recommendation by the Dental School Committee on Graduate Studies that the student be admitted to candidacy for the Master of Science degree requires the following:
 1. Satisfactory completion of all required courses;
 2. Cumulative grade point average of at least 3.0 in all coursework undertaken since matriculation in the program;
 3. Report by the student's research advisor and other graduate faculty members, as appropriate, that the student has clearly evidenced the potential for productive and independent investigation. GSBS Form 31 should be submitted to the Graduate School Dean's Office for approval.

Phase II - From admission to candidacy through granting of the degree

1. Selection of the supervising professor: No later than three months after the student's admission to candidacy, the member of the graduate faculty of the program who will serve as the supervising professor of the thesis research shall be decided upon by mutual agreement among the candidate, the faculty member, and the Committee on Graduate Studies.

proposed work in electronic form must accompany the form. Each member of the Supervising Committee is required to sign the form to certify her/his approval to serve on the committee. Any subsequent change in the Composition of the Supervising Committee must be communicated to the COGS at its next meeting and noted in the minutes. The change would also be noted in a cover memo accompanying submission of GSBS Form 40 Request for Final Oral Examination.

2. The composition of the Supervising Committee should, in principle, provide a group of research scientists who constitute an important resource to the candidate and her or his thesis research. Their functions are, with the Supervising Professor, to guide the candidate through the thesis research and to certify to the Committee on Graduate Studies that the candidate has, in fact, carried out a meritorious research investigation of the caliber appropriate for an M.S. thesis and, in their opinion, defended it satisfactorily.
4. Supervision of the thesis research: Within one month after appointment of the Supervising Committee, the Supervising Professor shall convene the Supervising Committee to discuss with the candidate the progress of the

6. Final oral examination: The Graduate School requires that the thesis be defended by the candidate in a Final Oral Examination conducted by the Supervising Committee.
 1. The Request for Final Oral Examination Form (GSBS Form 40), signed by the Supervising Committee members, should be submitted to the Chair of the Committee on Graduate Studies, who shall indicate approval by signature and transmit the Request to the Graduate School Dean's Office for approval by the Dean.
 2. Three copies of the Abstract and the Vita ~~shall~~ So

Addendum to Thesis Submission and Approval Procedures

Criteria and Method for Appointment and for Continuation

4. Addendum to Sequential Procedures

Addendum to Thesis Submission and Approval Procedures

5. Criteria for Appointment and Continuation of Graduate Faculty

Criteria and Method for Appointment and for Continuation