

Permissible SDSU Master’s thesis committee member affiliations

	Chair	Co-Chair	2 nd	3 rd	4 th +
SDSU Tenured / Tenure Track	✓	✓	✓	✓	✓
SDSU Emeritus, FERP, Lecturer or Adjunct ¹	‡	✓	✓	✓	✓
No current SDSU affiliation ²					✓

¹ **Current SDSU lecturers and SDSU Adjunct Faculty** can be approved for committee service if the petition on page 2 is filed and approved.

² **Individuals with no current SDSU affiliation** may serve as 4th (or higher) committee member if they are appointed as volunteers through HR (contact department or school coordinator) and the petition on page 2 is filed.

‡ Emeritus faculty, FERP faculty, lecturers and adjunct faculty may co-chair a Master’s thesis committee, but may not be the Chair. Only active Tenured / Tenure Track faculty may chair committees, except in highly unusual circumstances. The Graduate Advisor must directly contact Graduate Studies <gra@sdsu.edu> to petition for a rare exception.

“Outside” faculty

Graduate Council highly recommends that each Master’s program maintain a list of participating graduate faculty who are approved to serve as thesis chairs or second members. Criteria for this list are set by the graduate advisor. In the simplest case, the Master’s program is located squarely within an academic Department of School, and all home Department/School faculty are Master’s degree faculty. The [online Catalog’s](#) page for each Master’s degree may be a good place to publicly post the current list of committee-eligible faculty.

To promote parity and objective standards across all master’s programs, Graduate Council highly recommends that the **third committee member** be an “outside” SDSU faculty member who is not a member of the degree program’s graduate faculty list. Each Master’s program may create an “outside” member policy that is appropriate for their field of study.

It is also highly recommended that “outside” faculty only co-chair Master’s thesis committees, and not act as Chair.

SDSU Lecturers, SDSU Adjunct Faculty and no current SDSU affiliation must complete the petition on Page 2

