

Proposal for MS in Human Nutrition

1. Role and mission:

The Department of Health and Human Performance (HHP) houses undergraduate programs in Nutrition, Exercise Science, Health, and Sports Administration. Graduate offerings include a Master of Science in Exercise Science and Masters of Education programs in Physical Education, Health Education and Allied Health Education and Administration; Doctorate programs in Kinesiology and an accelerated Doctorate of Kinesiology are also offered. In addition, the department houses an accredited Dietetic Internship program that provides the specialized training required for students to become Registered Dietitians (RD). The department is proposing a Master of Science degree with a dual track in Sports Nutrition and Nutritional Science to complement existing programs and create a niche program unique to the Houston area.

Mission statement for the Department of Health and Human Performance:

Functioning as a unique productive unit of the larger institution, the Department's mission contributes to that of the University of Houston, a nationally recognized urban research and teaching university. The particular educational, research, and service foci of the Department of Health and Human Performance are on nutrition, exercise science, health, kinesiology and sport and their significance to culture, the economy, and the physical well being of American society. The Department of Health and Human Performance seeks...

to provide:

- *Quality undergraduate programs in Nutrition, Health, Kinesiology, and Human Performance*
- *Quality graduate programs in Health and Human Performance*
- *Selected advanced graduate programs with an emphasis on research*
- *Outreach programs to meet the continuing education needs of those in the University, professionals in the field, and the community at large*
- *For the generation and dissemination of research and innovation in partnership with the private and public sector, creating initiatives in the field of Health and Human Performance*

in a way that...

- *Advances the intellectual skills of critical thinking and problem solving, leadership abilities, and the productive capabilities of professionals in the fields of Health and Human Performance*
- *Generates solutions to local, regional, national, and international problems in Health and Human Performance*

so that...

- *By satisfying the predetermined needs of individuals, business, education, government, and other institutions, the citizens of Texas and beyond will contribute positively to a culturally diverse society and benefit from an enhanced quality of life.*

The primary focus of the department is to promote the understanding and development of a healthy lifestyle. The proposed dual track MS program in Sports Nutrition and Nutritional Science is consistent with the mission and focus of the department and enhances the goal of training professionals with expertise in developing and promoting healthy lifestyles. The unique dual track builds on the strengths of the department, integrating the existing research areas into an interdisciplinary opportunity for students to pursue combined educational interests in diet/nutrition, health, and human performance.

The proposed program seeks to bridge the needs of the community with the interests of the existing student and community population. According to statistics from the Centers for Disease Control, poor nutrition and inactivity contribute to the development of obesity and contribute significantly to heart disease, cancer, stroke, and diabetes. National Health and Nutrition Examination Survey (NHANES) III data indicate that 60-65% of adult Americans are overweight and approximately half of these could be classified as obese. The rate of obesity/overweight has increased 6% in the past 3-4 years. Rates of obesity among children and teens have increased rapidly over the past two decades; the number of overweight children and teens has nearly doubled to 22%. In 2005, 10.4 million Texans (64%) were either overweight or obese ranking Texas 10th nationally.

According to a report by the Texas Department of State Health Services, direct health care costs for obesity alone totaled 5.3 billion in 2003 dollars. Past trends and current data suggest that the incidence of obesity and obesity-related diseases will continue to rise. The need for trained professionals to deal with the obesity epidemic in a multi-disciplinary approach continues to increase. The proposed Nutritional science track of the MS program will produce practitioners with the unique ability to integrate the principles of both nutrition and exercise in the development and implementation of intervention and prevention programs. The department has over 1300 students enrolled in kinesiology and nutrition programs at the undergraduate level and interest is high for a Masters level opportunity. The MS will likewise provide an opportunity for advanced educational opportunities for Registered Dietitians in the Houston area. The Nutritional Science track will draw from the 1000+ Registered Dietitians in the Houston area as well as the 200+ applicants to the Dietetic Internship annually. Master's level training is required of many RD positions and has become the professional standard.

Sport's nutrition is an emerging field that integrates an in-depth knowledge of the physiology of exercise and nutrition. Demand is increasing for practitioners who can integrate the skills of medical nutrition therapy, counseling, and the special nutritional needs of active individuals. Athletes of all types, from weekend sport enthusiasts to professionals, are looking for reputable resources to help with their nutritional needs to maximize performance and create a healthy, long life through proper nutrition. Registered Dietitians are known for providing evidence-based information to clients, making them the premiere provider of nutrition information and counseling to athletes. The unique knowledge provided through a combination of nutrition and exercise science creates sports dietitians who are being sought for positions with schools and universities, sports teams, food product development, fitness and corporate wellness, cardiac rehabilitation, community health centers, family practice clinics and bariatric surgery practices. Local RDs and applicants to the Dietetic Internship will be among the populations that will have great interest in this track.

2. Unnecessary duplication: The proposed dual-track MS program is unique to both the Houston metro area and the state of Texas. Currently, the only graduate option in Nutrition in the Houston area is offered by Texas Woman's University, Houston satellite campus. The proposed MS at UH differs from this program in two significant ways: First, although the TWU Masters program is open to all students meeting eligibility standards, this program is predominately a Combined Masters/Dietetic Internship with twenty positions dedicated to students enrolled in both programs. The proposed MS at UH is separate from the Dietetic Internship. Course selection and scheduling at UH are not related to, or affected by, the presence of a Dietetic Internship within the department. Available slots will be assigned based on applicants meeting the requirements of the graduate program. Second, the proposed MS at UH offers two distinct tracks in sports nutrition and nutritional science. Graduate students will have a variety of options for research depending on their individual interests. The HHP faculty offers an interdisciplinary approach unique to the proposed program.

3. Faculty resources:

The Department of HHP has identified eight existing faculty from the areas of Nutrition and Exercise Science to work with the MS program. Faculty expertise falls into three broad areas:

Nutrition; Exercise Science and Physiology; and Clinical and Environmental Psychology. This broad-based diversity of expertise provides the strength of the proposed MS degree—an interdisciplinary approach to Nutritional Sciences and Sports Nutrition. Two nutrition faculty will be assigned to the MS program in full time appointments for teaching and advising; four faculty from the kinesiology area will contribute to the MS program in addition to the existing programs in Exercise Science; one Environmental and one Clinical psychologist will round out the faculty advisors. A minimum of one nutrition faculty will participate on every thesis committee.

The department currently has several large scale research grants that offer unique research opportunities for our MS Nutrition Science and Sports Nutrition students.

- The TIGER (Training Interventions and Genetics of Exercise Response) program is designed to investigate how variation in DNA sequence may influence levels of body fatness and fitness both prior to and following a 30-week exercise program. The study will include a multi-racial group of 1,536 men and women (18-30 yrs) drawn from the student population at the University of Houston. The exercise training and fitness evaluation is administered at UH, and the genetic analyses are performed in collaboration with investigators at the Baylor College of Medicine (BCM).
- UNDO (Understanding Neighborhood Determinants of Obesity) The UNDO Research Team conducts research anchored in an ecological framework that incorporates environmental and individual determinants of physical activity, dietary habits and obesity in populations of color. The work combines theory and techniques drawn from behavioral medicine, community psychology, geography, policy science, social ecology and social marketing. Dr. Rebecca Lee is the Principal Investigator on several grants funded by the NIH (Health Is Power -- [HIP](#)) and the Robert Wood Johnson Foundation (Healthful Options Using Streets and Transportation in Our Neighborhoods -- [HOUSTON](#)). These projects examine physical activity and dietary habits and their relation to the obesogenic capacity of neighborhoods in Houston and Austin, Texas.
- BOUNCE (Behavior Opportunities Uniting Nutrition Counseling and Exercise) is an after-school and summer camp program. The program is a collaborative effort between academia and community which empowers minority preadolescent girls to adopt a healthy lifestyle by overcoming barriers to incorporate healthy food choices, daily exercise, and positive self-esteem in a fun and exciting environment.
- Dr. Jenny Yi was recently awarded a \$250,000 grant from the Susan G. Komen Breast Cancer Foundation to study quality of life variables in breast cancer survivors.

4. Library and IT resources:

This interdisciplinary program will utilize journals and books currently used by the existing programs which are well represented in the UH library system. The Houston Area Research Library Consortium (HARLic) provides the opportunity to borrow materials from other research libraries in the Houston area such as Texas A&M-College Station and Rice University for University of Houston faculty, teaching assistants, and graduate students. In addition, all UH faculty and graduate students have access to the electronic holdings of the Houston Academy of Medicine—Texas Medical Center Library. The Greater Western Library Alliance (GWLA) provides discounts on database purchases and also supports Open Access Publishing initiatives such as BioOne. Consortial agreements allow the University of Houston Libraries to greatly expand the amount of information available to library users. The University of Houston has increased students' access to over two hundred electronic databases as well as thousands of electronic journals. Most of these electronic resources can be accessed by students and faculty on campus or over the Internet from their home or workplace. The campus wireless network allows patrons to use library resources from multiple points in the library as well.

Additional services provided by the UH M.D. Anderson Library:

- ✓ Library Instruction, Reference Services and Computing are the three primary services offered to students at the M. D. Anderson Library. The Research and Instruction Department is responsible for providing these services and is housed within M. D. Anderson Library. Print materials such as the juvenile collection, the textbook collection, journals, and monographs are housed here as well.
- ✓ The liaison librarian is responsible for providing the majority of instruction and reference service to HHP students and faculty. Course related library instruction and general workshops are offered to both faculty and students. Reference service is available in person, over the phone, and by email. Computing is provided to students through traditional desktop computers or with laptops that are wireless enabled. Printing from these computers is free within the library for students.
- ✓ Each year faculty input into serials purchasing is obtained by the liaison librarian from HHP through departmental liaisons. These discussions help to determine whether or not the journal collection will support the information needs of both faculty and students.
- ✓ Departmental liaisons return to their departments to determine priority lists for their departments through discussion with colleagues. These lists as well as recommendations from individual faculty create a potential journal list.
- ✓ The liaison librarian reviews the recommendations and determines whether the library currently has a subscription or has access to the journal through an aggregator. The remaining journals are added to the collection through a new subscription. The 2007 budget for both serials and monographs for the College of Education is \$198,000.00.
- ✓ The process is repeated annually to ensure that the collection supports both the curriculum and ongoing research.
- ✓ Purchasing of electronic resources is done centrally by the library with input from faculty, the liaison librarian, and the Collection Management Committee of the library on an ongoing basis. The University of Houston Libraries 2007 budget for electronic resources is \$1,025,000.00. Electronic resources can be accessed by students from home, school, or within the library.

The department benefits from an extensive amount of hardware and software from Information Technology (IT). The hardware exists in the three main classroom buildings utilized by HHP—Cameron, Garrison and Farrish Halls and consists of the following:

Cameron Hall

48 Student Dell Workstations
2 Computer Labs
1 Black/White Network Laser Printer

Garrison Hall

42 Student Dell Workstations
2 Computer Labs
1 Color Network Laser Printer
1 Black/White Network Laser Printer
1 Video Conference Facility

Farrish Hall

164 Student Dell Workstations
4 Computer Classrooms
2 Open Computer Labs
1 Color Network Laser Printer
3 Black/White Network Laser Printers
3 Video Conference Facilities

Additionally, The College of Education has;

5 Classrooms with Instructor Technology Podiums
27 Classrooms with ceiling-mounted data projectors
45 Laptops for class use checkout
Over 200 pieces of technology (i.e. digital cameras, microphones, digital voice recorders) for student checkout.

All student computers are loaded with the following software:

- Windows XP Professional Service Pack 2
- Adobe PhotoShop Elements 4
- Adobe Premiere Elements 2
- Inspiration 8
- Kidspiration 2.1
- Adobe Acrobat 7.0 Professional
- Firefox 2
- Geometer's Sketchpad
- Microsoft Office 2003
- Microsoft Photostory 3
- Microsoft Producer
- McAfee Virusscan 8.5
- SSH Secure Shell 3.0
- Macromedia Shockware Player
- Macromedia Flash Player
- Apple QuickTime 7 Player
- Real Networks RealPlayer 10
- Windows Media Encoder 9
- Texas Instruments Connect
- Windows Movie Maker 2
- WavePad
- SPSS 14
- SysStat 11
- Curious Labs Poser 4
- Hot Potatoes 6
- Cyberlink PowerDVD
- Roxio Creator Plus
- Testsim PPR EC-4
- Testsim PPR 8-12
- Testsim PPR EC-12
- Testsim GEN EC-4
- Nutribase
- Hu-m-an
- TuxPaint

5. Facilities, equipment and clinical placements:

The Department of HHP has unique resources for the training of individuals in the areas of nutrition and exercise. The Laboratory of Integrated Physiology (LIP) in the Department of Health and Human Performance is a fully equipped human performance/physiology/biochemistry laboratory capable of performing a wide variety of human performance testing, including exercise testing, muscle strength assessment, motor co-ordination/motor performance testing, learning/memory assessment and biochemical analysis of biological samples. The LIP is made up of three interconnected areas, a biochemical analysis laboratory (1400 sq. feet) with a separate tissue culture facility (140 sq. feet) attached, a physiological/motor control testing laboratory (2400 sq. feet) and an exercise/strength testing laboratory with three separate private phlebotomy stations and one minor surgical bed/station (2100 sq. feet). The Dietetic Internship in

the department of HHP places student interns in supervised practice facilities throughout the Texas Medical Center and metro Houston. Affiliation agreements are in place at over 40 facilities allowing students hands-on experience in health care, wellness, rehab, community centers and athletic training facilities. Interns train in the Texas Medical Center at world-renowned health care institutions such as MD Anderson Cancer Center, TIRR, Texas Children's Hospital and The Methodist Hospital. Clinical placements offer students the opportunity for "real-world" experiences to transition from theory to practice.

Classroom facilities are available in Garrison, Melcher and Cameron buildings sufficient to cover all proposed graduate courses.

6. Curriculum design:

The proposed curriculum is designed to integrate the disciplines of nutrition and exercise science. A set of prerequisites including six hours of advanced level nutrition and six hours of physiology courses must be met prior to admission to the program. A minimum GRE score of 350 is required for admission.

The curriculum consists of 30 classroom hours. The research/discipline core contains six hours of research methods and statistical measures required of all masters level programs within the department. The remaining nine hours consists of six hours of nutrition core and three hours of kinesiology core. Students on either track of the MS would be required to complete the fifteen hours of research/discipline core.

Students in the MS program would be required to choose either the Sport Nutrition or Nutritional Science track. Each track consists of nine hours of specialized training consistent with the outcome needs of the subject area. Six hours of directed electives are allowed for both tracks. Electives are designed to support and enhance the required coursework and to allow more in-depth exploration of topics of interest to support the research thesis. Students who wish to pursue the credential of the Registered Dietitian and are admitted to the Dietetic Internship program can substitute internship hours for six hours of electives with advisor approval.

Several new courses will be developed specific to the MS in Nutrition. The courses would be developed by Nutrition faculty and would be taught on a course rotation. Adding these new classes would not impact the current Nutrition undergraduate program as the department has adequate teaching staff to sufficiently cover that program. Two Nutrition faculty would be moved from the undergraduate program to work full-time with the MS program and would develop the new coursework as a part of that assignment. Several new courses are planned in Kinesiology that will be open to the MS in Nutrition as well as the other Masters and Doctorate level programs already in existence.

7. Program administration

The Master of Science degree in Human Nutrition will be administered according to departmental governance as set out in the Departmental Constitution. The MS Human Nutrition degree will fall under the domain of the Graduate Research Degrees (GRD) committee. Administrative policies of that committee are attached as an Appendix to this document.

8. Workforce needed: The growing interest in nutrition, health, and fitness has created a diverse set of opportunities in the workplace. Graduates of the proposed MS degree would be well-qualified for positions in hospitals, rehabilitation centers, corporate wellness, nutrition and exercise instructors in schools, government agencies, community wellness, professional and amateur athletic teams, weight management counselors, and private practice. Targeted coursework allows students to integrate the disciplines of nutrition and exercise physiology to create professionals in health promotion and chronic disease prevention. The Bureau of Labor

Statistics projects that employment of dietitians and nutritionists will grow 15.2% between 2000 and 2010 as a result of increased emphasis on disease prevention through dietary habits

9. Critical mass of students: The Department of Health and Human Performance currently has 250 students majoring in Nutrition and 1100 students majoring in Exercise Science and Health. In addition, the department also maintains an accredited post-graduate Dietetic Internship program which provides supervised practice experiences to students who wish to sit for the credentialing examination for Registered Dietitian. The proposed MS program would offer an additional track for students enrolled in the internship program to receive graduate credit in place of six hours of elective coursework. Currently, the internship attracts over 250 applications per year for thirty available slots. The Houston metro area has over 1,000 Registered Dietitians working in a variety of settings. Although an advanced degree is not mandated, Master's level training has become the professional standard. This program will offer an excellent opportunity for practicing professionals to enhance their academic credentials. The combination of the undergraduate student population, internship, and Registered Dietitians will provide a large base of support for the proposed MS program.

10. Adequate funding: The proposed program would rely on existing courses and faculty. As the program develops, it is assumed that SCH would be sufficient to meet any additional faculty resource needs.

APPENDIX

HHP Graduate Research Degrees Committee Standard Operating Procedures Document (revised 2-12-07)

**All GRD Committee policies and procedures are governed and superseded by the
University of Houston's and College of Education policies and procedures.**

**This document can be modified by a majority vote of the GRD committee membership.
The SOP document will be formally reviewed on a yearly basis.**

Committee Membership Criteria

Over-arching policy statement: A faculty member eligible for GRD membership must not only demonstrate the ability to independently direct doctoral research but also be actively involved in the HHP graduate research programs administered by the GRD committee.

In order to obtain initial membership on the GRD committee, the faculty member must satisfy the following criteria:

A) the faculty member must have an ongoing, focused research agenda as evidenced by refereed journal articles, grant writing, research presentations.

B) the faculty member has Dissertation/Thesis experience as evidenced by having served as Chair or Co-Chair of doctoral dissertations or Master's thesis committees at UH or other academic/research institutions.

In order to maintain membership on the GRD committee, the faculty member must demonstrate not only the continued ability to independently direct doctoral research (as defined above in Section A) but also satisfy the following criteria:

C) the faculty member is required to serve as the primary advisor to at least one graduate student in either the M.S. or Ph.D. programs.

D) the faculty member is required to attend at least two thirds (2/3) of all regularly scheduled GRD committee meeting in any one academic year – excluding ad hoc meeting - with the only exceptions being made for regularly scheduled teaching assignments

The sitting GRD committee will begin an ongoing review process of its own membership in order for an individual member to maintain GRD status. This review will be on a two year basis after initial membership is granted and will consist of an administrative review by the Chair of the GRD Committee of supporting materials submitted by the committee member.

If the sitting Chair of the GRD committee is being reviewed, the Chair of the Department will perform the review and report their findings to the GRD committee as a whole. This review process will occur on a two year cycle at the beginning of the calendar year as determined by date of initial membership.

Supporting materials that are to be supplied by the committee member for review are a current CV listing refereed journal articles, grant writing and research presentations and a list of graduate students to whom the faculty members serves as primary advisor.

If a sitting GRD committee member fails to satisfy any of the criteria for maintaining membership on the GRD committee, the faculty member may immediately reapply for membership on the committee upon fulfilling the criteria listed above in Sections A – C. In the case of a GRD committee member who loses their membership on the committee while serving as an advisor to a graduate student, the rights and responsibilities laid out in the Loss of Committee Membership section below will remain in effect.

Committee Voting Procedures

A GRD Committee vote will be decided by the number of votes cast by the members of the Committee present at time of voting, provided that 50% of the committee membership is present with a simple majority of those votes cast being sufficient for a motion to pass.

Term of GRD Chair

Two years.

Loss of Committee Membership

In the case of a GRD committee member who loses his/her membership on the GRD committee while still advising students in a HHP graduate research program, this individual will continue to serve as the student's dissertation/thesis committee chair. The rights and responsibilities associated with GRD membership as they pertain to serving as a Chair of a dissertation/thesis committee will continue for this individual until the particular student has graduated.

Administration of Research Degrees

General Information

Due to the very nature of graduate and post-baccalaureate professional education, students admitted to graduate and professional studies at the University of Houston should expect the coursework to be at a more advanced level. In addition, students are expected to display a greater level of maturity and self-learning skills.

The University of Houston does not accept experiential learning for graduate or professional transfer credit. In addition, the University of Houston does not accept non-credit work for transfer credit.

Student Applications to Graduate Research Programs

Entrance to all HHP graduate research programs (i.e. Ph.D., M.Sc. and Ed.D.) is by vote of the GRD committee. The GRD committee is responsible for final determination of a graduate application for entry to the M.Sc., Ed.D. and Ph.D. programs in HHP.

A student applicant is required to have a member of the GRD committee committed to serving as his/her advisor prior to formal application to the GRD committee.

Admittance to the program will be based on a series of criteria that will include GPA, GRE scores, letter of research interests/goals, writing sample and personal interview.

A member of the GRD committee has the right to advocate for a student who does not meet the COE minimum guidelines with regard to GRE and GPA. If a GRD committee member so wishes to exercise this right, that member will be responsible for generating an "exception letter" addressing the strengths of the candidate as they relate to the specific area(s) in which the student is deficient employing the guidelines supplied by the COE graduate Studies Office. Contingent on a GRD committee vote to grant entrance to the graduate program, this letter will then be formatted by the GRD Chair, recorded and then forwarded to the Graduate Deans Office on behalf of the GRD Committee as a whole.

General Petitions

All petitions for students enrolled in the M.Sc. (Ex. Sci.), Ed.D. (Health) and Ph.D. (Kinesiology) programs will be sent to the Chair of the GRD Committee, where general administrative issues will be dealt with by the Chair and any substantive degree changes will be circulated to the GRD membership for consideration by the committee as a whole.

All students wishing to transfer to the Ph.D. program prior to graduation from the MS program via General Petition must not only satisfy the entrance criteria required for entry to the Ph.D. program but must have successfully defended their thesis proposal. Successful completion of the final defense of the thesis project must be completed within 18 months of entering the Ph.D. (Kinesiology) program. Failure to comply with these requirements will result in immediate dismissal from the Ph.D. program. However, once a student has successfully completed the final defense of the thesis project, they will be eligible to reapply to the Ph.D. program.

Candidacy Paper Requirements

A student's advisor (i.e. GRD committee member who will serve as the student Committee Chair) will be responsible for identifying Readers for their student's candidacy paper. If the Reader/Readers are not members of the GRD committee, the advisor will require approval from the GRD Committee for non-GRD members to serve as Candidacy Paper Readers.

A Ph.D. candidate will have the option to author and present a peer-reviewed article (submitted, published or accepted for publication) in lieu of a traditional candidacy paper to the GRD committee for consideration as completing the candidacy paper requirements. The advisor and two independent readers will examine the candidacy paper.

An Ed.D. (Health) candidate will have the option to complete the above requirements, complete a comprehensive review of literature in an area approved by the candidacy paper advisor, or, submit a Masters thesis for review.

Fulfillment of candidacy paper requirements are ultimately the decision of the GRD who will vote on the issue once a recommendation has been communicated to the committee by the student's advisor.

Doctoral Comprehensive Examinations

A student's advisor and two independent readers will examine the comprehensive examination responses.

A student's advisor (i.e. the GRD committee member who will serve as the student's Committee Chair) will be responsible for identifying Readers for their student's comprehensive exam questions. If the Reader/Readers are not members of the GRD committee, the advisor will require approval from the GRD Committee for non-GRD members to serve as comprehensive exam question readers.

A student's advisor (i.e. the GRD committee member who will serve as the student's Committee Chair) will be responsible for the process of collecting questions from each faculty member tasked with writing comprehensive examination questions, collecting the graded examination, compiling the final grade for the examination and communicating this grade to GRD committee. The GRD committee (based on the information supplied by the Advisor) will have final authority to recommend a pass or fail grade on the exam.

Pass/Fail decisions on all comprehensive exams (MS, Ed.D. and Ph.D.) are ultimately the decision of the GRD who will vote on the issue once a grade has been communicated to the committee by the student's advisor.

Once the GRD committee has reviewed and accepted the results of the comprehensive exam, a student can approach the Chair of the GRD who can indicate whether the student has passed or failed, with a clear statement by the Chair of GRD that final notification from COE Graduate Studies Office is required before the result of the exams are official.

A student can also speak with their advisor, who may indicate to the student that the GRD Committee voted a "pass" or "fail" but that official communication of the result will be generated by the COE Graduate Studies Office.

If a student fails the comprehensive doctoral examination the advisor, with the approval from the GRD committee will recommend a remediation plan for that student. The contents of this plan are the responsibility of the advisor. Once approved, the advisor must document that the student has reviewed and understood the remedial course of action.

Doctoral Comprehensive Examination Procedures and Proctoring

All doctoral students will be required to use a computer in order to take doctoral comprehensive examinations in HHP unless a request to use pen and pencil means (in the form of a general petition from the student to the GRD committee) is reviewed and accepted by the GRD committee.

The GRD committee will be responsible for proctoring doctoral comprehensive exams within the physical location of HHP (e.g. use of conference rooms for 1 to 2 students, use of computer laboratory for more than 2 students).

Each academic advisor will be responsible for proctoring their doctoral students during the doctoral comprehensive exam period. Each advisor may make alternate arrangements with other HHP faculty members to serve as proctor but the ultimate responsibility for ensuring that doctoral comprehensive examinations are proctored is that of the academic advisor of the students sitting the doctoral comprehensive examination.

Graduate Student Thesis/Dissertation Committee Make-up

A student's advisor (i.e. GRD committee member who will serve as the student Committee Chair) will be responsible for identifying Committee members for their student's dissertation/thesis committee. If the dissertation/thesis committee members are not faculty members of the University of Houston, the advisor will require approval from the GRD Committee for these individuals to serve as dissertation/thesis committee members.

Graduate Student Annual Review Process

A student's advisor (i.e. GRD committee member who will serve as the student Committee Chair) will be responsible for carrying out an annual review on each of their graduate students (i.e. M.Sc., Ed.D and Ph.D. students) in order to assess the progress of the student towards completion of their degree. This process will be carried out on a yearly basis at the end of every spring semester. The culmination of this review will be a report presented to the GRD committee that details the academic classes the student has completed/enrolled in, research projects in which the student has been involved, where in the degree process the student is (i.e. candidacy paper, advancement to candidacy, degree plan filed, comprehensive exams, dissertation proposal, etc.), advisor's assessment of the student's progress to date and feedback from the student on their perception of their own progress towards completion of their degree.

On completion of the annual review process a student will be deemed in one of three categories: (a) making adequate progress towards the degree; (b) probationary status; (c) terminated from the graduate program. The advisor will be responsible for determining if the student is making adequate progress towards completion of their degree. If an advisor deems a student should be placed in either probationary status or terminated from the graduate program they will provide a rationale to the GRD Committee for their decision, including those steps deemed necessary by the advisor to have a student removed from probationary status in order to return to good standing within the graduate program. As the GRD Committee is ultimately responsible for all student admissions to the MSc and PhD programs, the final decision on a student's status within the program will be the subject of a committee discussion and vote.

Graduate Student Advisor Change

A student wishing to transfer advisors within the graduate program must submit a "change of advisor" form requesting said change to the GRD committee for approval.

Ancillary Functions of the GRD Committee

Adjunct Faculty Status

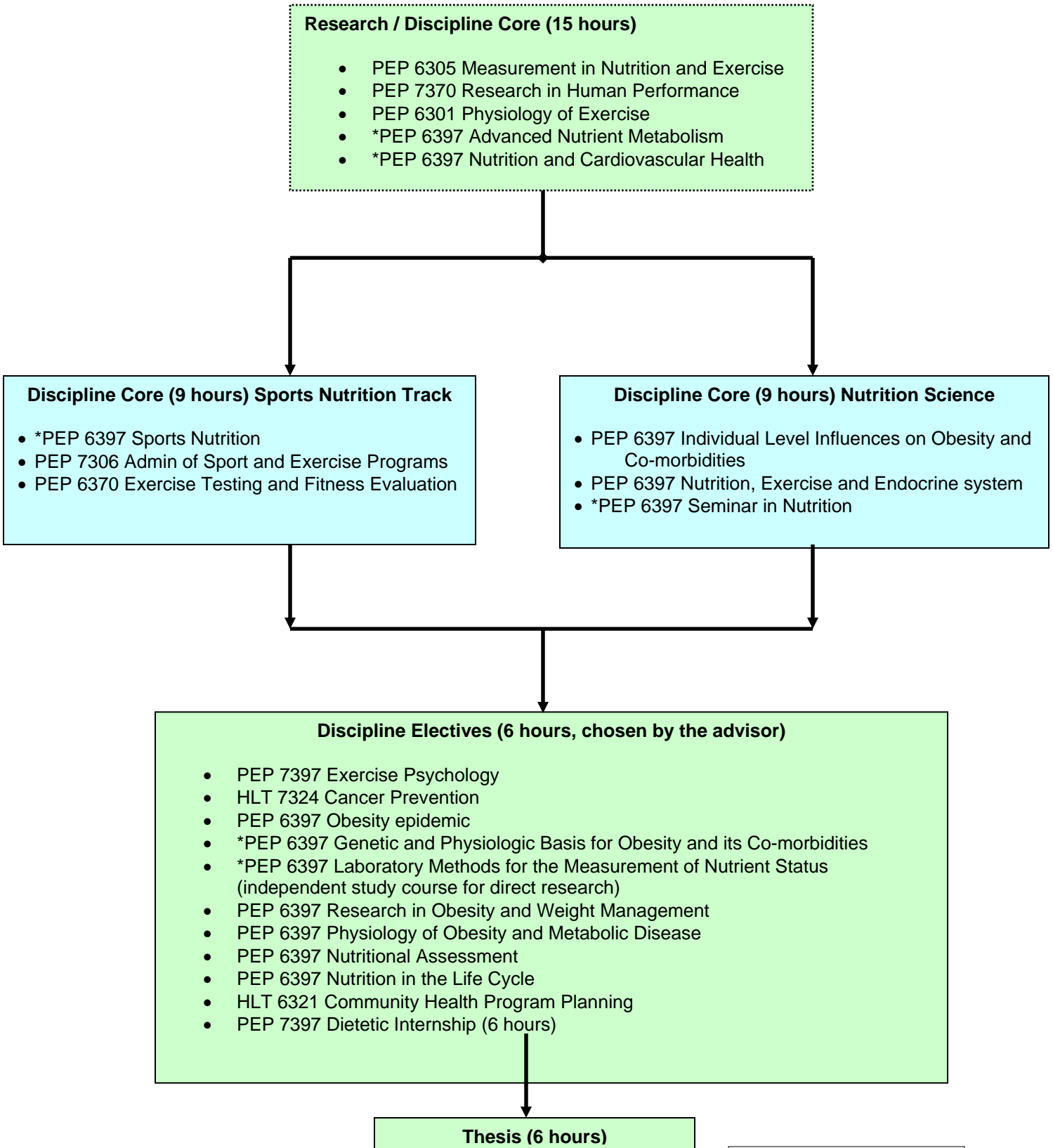
As part of its function as the body responsible for overseeing and administering graduate research programs within the Department of Health and Human Performance, the GRD committee may recommend to the Chair of the Department certain individuals for Adjunct Faculty status in the Department. These individuals will play a significant role in graduate research and education within HHP, such as serving as dissertation/thesis committee members, serving as Readers on doctoral comprehensive examinations or expanding the research opportunities available for our graduate students.

Selection of Graduate Student Teaching Fellowships

The GRD Chair will work in conjunction with the PEB coordinator and HHP Department Chair to recommend graduate students for available Teach Fellowships after the application deadline for Teaching Fellowships has expired.

Students applying for doctoral programs will have precedence for available fellowships, followed by M.Sc. students and then M.Ed. students.

Proposed Masters of Science in Human Nutrition Degree Plan



* denotes new course