

March 5, 1990: New Procedures for Final Report

BERKELEY: OFFICE OF THE DEAN OF THE GRADUATE DIVISION

March 15, 1990

To: Graduate Adviser Chairs

From: Dean Joseph Cerny

Re: The Final Report for Doctoral Students

In November, 1989, the Graduate Council had occasion to review the Graduate Division's procedures regarding the Final Report for doctoral students. As you know, the Graduate Degrees Section has, in the past, sent to departments, schools and graduate groups, Final Reports for all students immediately after they file their dissertations in the Graduate Division. The form asked that the graduate adviser chair certify that all departmental requirements for the degree had been met.

As noted on the attached letter from Professor Thomas Duncan, Chair of the Graduate Council, to Dean Joseph Cerny, the Council has ruled that "once a student is advanced to candidacy, he/she is under the guidance of a dissertation committee which is appointed on behalf of the Administrative Committee of the Graduate Council. The Final Report, in its current form, is therefore not necessary. The department is to monitor the progress of students, but the completion of the dissertation is the responsibility of the student working with his/her dissertation committee.

Therefore, the Graduate Division was asked to modify the Final Report as it applies to students under Plan B. In the future, the Final Report will be sent to departments at the time students are advanced to candidacy instead of after they file the dissertation. Departments will be asked to certify, at that time, that all course work, or other individual requirements, have been completed. From that time forward, students will be under the authority of the Graduate Council rather than the individual departments, schools, or groups.

A new version of the Final Report is enclosed for your information. Please let me know if you see any problems with this new procedure. If all goes well, the new procedure will begin in September 1990.

For students under Plan A (defense required), the previous procedures will be followed.

As an added note, the letter from Professor Duncan also includes a statement regarding the finality of signatures on title pages which you should communicate to your faculty.

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cc: Graduate Assistants