

# **Interdisciplinary Ph.D. Program**

## **School of Graduate Studies**

### **University of Missouri-Kansas City**

## **Guidelines for Preparing a Proposal for a New Participating Discipline**

Participating Discipline status in the Interdisciplinary Ph.D. program requires at a minimum:

- At least four Doctoral Faculty who declare the discipline as their primary discipline affiliation
- A separate administrative structure with a dedicated budget and administrative head

Disciplines participating in the Interdisciplinary Ph.D. program must show evidence of adequate resources to support doctoral level work. The 15-member Executive Committee is responsible for monitoring quality of the Interdisciplinary Ph.D. program. Areas that meet the above minimum qualifications and wish to be considered as new disciplines and to participate in the Interdisciplinary Ph.D. program must submit a New Discipline Proposal to the Interdisciplinary Ph.D. Executive Committee for review and action. In rendering a decision, the dean of the School of Graduate Studies and the Interdisciplinary Ph.D. Executive Committee consider the following points:

- Is there a critical mass of doctoral faculty in the proposed discipline?
- What is the societal/ community/ discipline demand or need for doctoral study in the proposed discipline?
- What are the projected five-year enrollments?
- What course offerings are available or proposed to support doctoral-level study in the discipline?
- What financial resources are devoted to doctoral study in the proposed discipline?
- What other resources, such as library holdings, computer facilities, etc., are available?
- In what ways is the body of knowledge that the proposed discipline represents unique and different from disciplines already participating in the Interdisciplinary Ph.D. program?
- What potential interdisciplinary alliances does the proposed discipline envision with other participating disciplines?

New Discipline Proposals, using the attached form, should be submitted to the dean of the School of Graduate Studies as the first step in the review process. As part of the review, the administrator and doctoral faculty from the proposed discipline may be asked to meet with the Interdisciplinary Ph.D. Executive Committee to discuss the proposal.





**2. Financial Support:**

a. *Number and funding level of GTA/GRA positions to be reserved for Ph.D. students with the proposed discipline as their Coordinating Unit discipline:*

b. *Names and amounts of discipline-specific fellowships or scholarships available for award to Ph.D. students with the proposed discipline as Coordinating Unit discipline:*

**3. Strength of Existing Library Resources**

*Please provide a description of the extent and location of library holdings to support doctoral-level study in the proposed discipline.*

4. ***Course offerings to support doctoral-level study in proposed discipline:***  
*List here the course numbers, titles, and credit hours of all graduate level courses that will support the proposed discipline, include the name of the instructor of each course and the frequency with which it will be offered (e.g. every term, fall only, winter only, etc.) Please indicate whether these are existing courses or are new courses being developed especially to support the proposed discipline (if new, also indicate whether the courses have been submitted to the appropriate Curriculum Committees and Graduate Officers yet)*

5. *Computer technology and other resources, such as laboratory equipment, internship sites, etc., available to support doctoral-level work in the proposed discipline:*

***Demonstrated Need for Proposed New Discipline***

**1. *Student Demand:***

*Estimated enrollment each year for the first five-years for full-time and part-time students with the proposed discipline as a Coordinating Unit Discipline and as a Co-Discipline:*

	Year 1	Year 2	Year 3	Year 4	Year 5
Full-time as Coordinating Unit discipline					
Part-time as Coordinating Unit discipline					
Full-time as Co-discipline					
Part-time as Co-discipline					
Total doctoral enrollment in proposed discipline					

*Projected maximum number of advisees per doctoral faculty member:*

*Proposed date for enrollment of first students:*

**2. *Market Demand***

*In this section, assess national, state, regional or local need for citizens with doctoral-level training in the proposed discipline. Also address societal need or general needs which are not directly related to employment. State the methodology or sources of information used to determine these needs.*

## ***Discipline Structure***

### ***1. Primary Focus of Proposed Discipline***

*In what way or ways does the proposed discipline satisfy the definition of a “discipline” as “a discrete subject with a characteristic regimen of investigation and analysis”?*

2. ***Compatibility with other disciplines in the Interdisciplinary Ph.D. program***  
*Please list those disciplines that seem most compatible as co-discipline choices for students who have selected the proposed discipline as their coordinating unit discipline:*

*If a compatible co-discipline is housed in the same School or College Department as the proposed discipline, in what ways would the program or research focus of a doctoral student with those two disciplines be different from a traditional, non-interdisciplinary Ph.D. program?*

*Please list those disciplines for which the proposed discipline would be an appropriate co-discipline:*

***Discipline-Specific Admission Criteria***

*Minimum Undergraduate GPA:*

*Minimum Graduate GPA:*

*Minimum GRE Scores:*

*Aggregate:*

*Verbal:*

*Quantitative:*

*Analytical:*

*Subject test required:*

*Prerequisites: (Please indicate whether the criterion is required or desired.)*

*Undergraduate degree(s):*

*Graduate degree(s):*

*Prerequisite course work:*

*Are alternate criteria considered in lieu of these prerequisites? If so, please list:*

*Other requirements or documentation required as part of the admission process (include here such things as audition or interview requirements; supplementary documentation such as focused research plan, professional or scholarly writing sample, adviser written consent, etc.)*

*Terms for which new students with the proposed discipline will be considered for admission:*

- Fall only*
- Fall and winter*
- Fall, Winter, and Summer*
- Other (please specify)*

*Deadline(s) for submission of applications:*

*Qualifying requirements for full admission and/or alternate admission criteria:*

*Discipline process for reviewing applications for admission:*

- Rolling review with decisions made on a case-by-case basis and no specific cut-off date for receipt and review of new applications*
- Rolling review between the following dates*
- Review by committee – Beginning and ending dates of committee’s review:*

