

## **The Ph.D. Degree in International Merchandising**

At the University of Georgia, graduate study at the Ph.D. level has been established for the purpose of providing qualified students with the opportunity to pursue research and other scholarly activities beyond the point that is possible in programs for the Master's degree. The University standard is that the Ph.D. degree is granted in recognition of proficiency in research, breadth and soundness of scholarship, and thorough acquaintance with a specific field of knowledge.

The Ph.D. program in International Merchandising provides opportunities for concentrated study in international apparel and textiles retailing, international production and trade, global sourcing, international business practices, and e-commerce in a global setting. The degree consists of a minimum of 42 credit hours in coursework, three hours of which must be dissertation writing (TXMI 9300), 16 hours must be 8000-level or above, and 30 consecutive semester hours of residency. The student's committee typically requires that course work extend beyond the stated minimum number of credit hours. Courses taken in the M.S. program may apply.

The program requires a minimum of 24 [12 hours in core and 12 in specialization] semester hours of course work in the major area; 12 semester hours in a supporting area such as consumer economics, sociology, psychology, and business; plus a minimum of 6 hours of research methodology courses that are approved by the student's committee.

Additionally, at least 21 credit hours must be from courses open to graduate students only. This means that split-level courses (i.e., joint undergraduate/graduate courses, numbered 4000/6000 or 5000/7000 level, in which undergraduate students are enrolled) cannot be counted toward the credit hours that are open only to graduate students. In agreement with University of Georgia policy, split-level courses are not normally used to provide the core requirement of the graduate program. Split-level courses may be used as electives or supporting courses in other departments, with the approval of the student's advisory committee.

Ph.D. students seeking a teaching position are encouraged to acquire teaching experience as part of their doctoral programs. The University requires students who have no prior college-level teaching experience to enroll in ELAN 7768, ELAN 7769 or GRSC 7770 before they are given responsibility for a course. International students who were required to submit TOEFL scores for admission to the Graduate School must have a passing score of 26 on the speaking section of the IBT TOEFL prior to registering for ELAN 7768 and ELAN 7769.

### Core Requirements (12 hours)

All students in the Ph.D. program in International Merchandising are required to complete the following CORE REQUIREMENTS:

| <u>Course Number</u> | <u>Course Title</u>  | <u>Credit Hours</u> |
|----------------------|--|---------------------|
| TXMI 6520*           | Apparel and Textile Economics                                | 3                   |
| TXMI 8050            | TMI Research Methods   | 3                   |
| TXMI 8270            | Merchandising Theories and Methodologies                     | 3                   |
| TXMI 8500            | Contemporary Topics in Textiles, Merchandising and Interiors | 1-3                 |

Depending on your undergraduate major and previous course work, **you may be required to complete undergraduate courses (this may include Chemistry, Textiles, and Textile Testing)** while you are enrolled in the graduate program, and completion of these courses may be required prior to enrollment in

specific graduate courses. Undergraduate credit hours do not count toward your graduate degree and are not listed on the program of study.

\*TXMI 6520 is not required of students who have completed TXMI 4520 or equivalent prior to enrollment in the Ph.D. program.

Specialization in International Merchandising (12 hours)

| <u>Course Number</u> | <u>Course Title</u>                                   | <u>Credit Hours</u> |
|----------------------|---|---------------------|
| TXMI 7710/7711       | Study Tour in Textiles, Merchandising and Interiors   | 3                   |
| TXMI 8220            | Advanced Topics in International Production and Trade | 3                   |
| TXMI 8240            | Advanced Topics in Retailing                          | 3                   |
| TXMI 8250            | Apparel Trade and International Retailing             | 3                   |
| TXMI 8260            | Advanced Topics in Consumer Behavior                  | 3                   |
| TXMI 9010            | Directed Research                                     | 3                   |

Research Methodology (Select 6 hours or more)

| <u>Course Number</u> | <u>Course Title</u>   | <u>Credit Hours</u> |
|----------------------|---|---------------------|
| ERSH 6300            | Applied Statistical Methods in Education                        | 3                   |
| ERSH 8310            | Applied Analysis of Variance Methods in Education               | 3                   |
| ERSH 8320            | Applied Correlation and Regression Methods in Education         | 3                   |
| ERSH 8350            | Multivariate Methods in Education                               | 3                   |
| HACE 8000            | Research Methods in Housing and Consumer Economics I            | 3                   |
| HACE 8050            | Research Methods in Housing and Consumer Economics II           | 3                   |
| PSYC 6410            | Statistics in Psychological Research                            | 3                   |
| PSYC 6420            | Advanced Experimental Psychology                                | 3                   |
| PSYC 6430            | Applied Regression Methods in Psychology<br>(PSYC 6420 pre-req) | 3                   |
| SOCI 6620            | Analysis and Interpretation of Sociological Data I              | 3                   |
| SOCI 6630            | Analysis and Interpretation of Sociological Data II             | 3                   |
| SOCI 6700            | Survey Research Methods   | 3                   |
| SOCI 6750            | Qualitative Methods of Social Research                          | 3                   |
| STAT 6210            | Statistical Methods I   | 3                   |
| STAT 6220            | Statistical Methods II  | 3                   |
| STAT 6310            | Statistical Analysis I  | 3                   |
| STAT 6320            | Statistical Analysis II   | 3                   |
| STAT 8210            | Multivariate: Theory and Methods (STAT 6320 pre-req)            | 3                   |
| STAT 8250            | Multivariate Methods (STAT 6220 pre-req)                        | 3                   |
| QUAL 8410            | Designing Qualitative Research                                  | 3                   |
| QUAL 8400            | Qualitative Research  | 3                   |
| QUAL 8420            | Analyzing Qualitative Data                                      | 3                   |

Supporting Area (12 hours)

Any graduate courses approved by major professor in areas closely aligned to the student's research emphasis.

Dissertation Research (6 hours or more)

TXMI 9300 Dissertation

TXMI 9000 Doctoral Research (3-9 credits)

**Graduate Enrollment Policy**

All enrolled students pursuing graduate degrees at the University of Georgia must maintain continuous enrollment from matriculation until completion of all degree requirements. Continuous enrollment is defined as registering for a minimum of three (3) credits in at least two semesters per year (Fall, Spring, Summer) until the degree is attained or status as a degree-seeking graduate student is terminated.

Doctoral students who have advanced to candidacy and thesis-writing master's students who have satisfactorily completed all required course (exclusive of 7000 and 7300) will be allowed to register at a rate equivalent to the prevailing in-state tuition rate. This policy specifies a minimum for maintaining status as a degree-seeking graduate student only. For more detailed information, please visit <http://www.uga.edu/gradschool/academics/registration.html>. To apply for the Out-of-State Tuition waiver, you will need to submit the form located at [http://www.grad.uga.edu/forms&publications/oos\\_waiver.pdf](http://www.grad.uga.edu/forms&publications/oos_waiver.pdf).

At least two consecutive semesters of full-time enrollment for a minimum of 30 hours of consecutive course work included on the program of study must be spent in resident study at the University of Georgia. Neither undergraduate courses taken to fulfill skill requirements nor courses listed on the program of study as departmental requirements to remove deficiencies at the undergraduate or graduate levels are calculated in the 30 consecutive hours of resident credit.

## Program Approval

### The Major Professor

All Ph.D. students must select a major professor and an advisory committee no later than the end of the first year of enrollment to discuss their Program of Study (POS). The major professor serves as academic advisor to the student, providing direction in planning the student's POS and guidance in planning and carrying out research. During the first semester in the program, students should meet with faculty members beyond those they have for courses or assistantship assignments in order to become familiar with the work of all members of the faculty.

After the faculty member agrees to serve as a major professor, the student must provide written notification of the selection to the Graduate Coordinator, using the TMI departmental form. The major professor serves as chair of the student's advisory committee, and must be a member of the graduate faculty. Until the major professor is selected, the Graduate Coordinator serves as the student's temporary advisor.

Generally the selection of a major professor is based on mutual research interests and the willingness of the student and faculty member to work together. The major professor is instrumental in the formation of an advisory committee and in the development of the student's program of study, as well as in the direction of thesis or dissertation research.

### Advisory Committee

An advisory committee chaired by the major professor plays a crucial role in the student's success in the program. Individual committee members whose areas of expertise complement the research interests of the student function together to help the student define and clarify a research area. Based on the student's research goals, the committee works with the student to customize a program of study which meets Departmental and University requirements and is designed to prepare the student to carry out the research program and meet the student's professional goals. In addition to planning and approving the program of study, the committee advises the student throughout the dissertation research. The committee is also responsible for planning, preparing, and evaluating the comprehensive examination and for reading and approving the dissertation.

Soon after the major professor is selected, the student should consult the major professor and mutually agree on faculty members that will be invited to serve on the advisory committee. The committee appointment is officially made by the Dean of the Graduate School, on the recommendation of the Graduate Coordinator.

The advisory committee shall consist of a minimum of four graduate faculty members, including the major professor. Of these at least two must be faculty members from within the department and at least one must be from an appropriate supporting area of study outside the department. The appropriate form for appointment of the advisory committee ([http://www.uga.edu/gradschool/forms&publications/body\\_advcomphd.pdf](http://www.uga.edu/gradschool/forms&publications/body_advcomphd.pdf)) must be submitted to the Graduate Coordinator before the end of the first year.

Prior to admission to candidacy, students may choose to change their major professor and/or committee members by filling out a revised advisory committee form. The student must notify, in writing, the committee member being replaced and have the notice signed. The Graduate Coordinator will not sign the revised advisory committee form without the signed notice from the faculty member(s) being replaced.

### Satisfactory Progress

No “U”(Unsatisfactory) grade or grade below “C” is acceptable for a course included on a program of study. To be eligible for admission to candidacy and graduation, a student must maintain at least a 3.0 average on all courses on the program of study and on all graduate courses taken. Students may retake a course one time. Students may be dismissed by the department at the end of any semester if they have not made sufficient academic progress to warrant continuance of study. Lack of adequate progress toward the completion of the degree, or a student who is placed on academic probation may result in termination of assistantships.

### Program of Study

A program of study for the degree, listing the courses to be taken to satisfy the degree requirements, should be developed by the major professor and the doctoral student and approved by a majority of the advisory committee. Ph.D. students must submit two preliminary POS forms to the Graduate Coordinator by the end of the student’s first year of residence: The departmental Preliminary POS form and the Graduate School POS form ([http://www.uga.edu/gradschool/forms&publications/body\\_prephdprg.pdf](http://www.uga.edu/gradschool/forms&publications/body_prephdprg.pdf)). A final program of study must be filed with the Graduate School in the first year of residency (<http://www.uga.edu/gradschool/forms&publications/finalphdprg.pdf>). Students must have an advisory committee form submitted before or with this program of study.

The program of study must meet the requirements for the degree as previously specified. Undergraduate courses may be listed only under departmental requirements, and may not be counted toward degree requirements.

The program of study must be approved by the major professor, advisory committee, and Graduate Coordinator before being submitted to the Dean of the Graduate School. This must be done prior to the student’s admission to candidacy. Any changes made to the Approved Program of Study form must be listed on a Recommended Change in Program Study form ([http://www.uga.edu/gradschool/forms&publications/body\\_recochgprog.pdf](http://www.uga.edu/gradschool/forms&publications/body_recochgprog.pdf)). This form must be completed, signed and turned into the Graduate School before a student can be approved for graduation.

## Comprehensive Exams

The purpose of a comprehensive examination is to assess the student's mastery of the major and minor areas of study. The examination enables faculty to insure that a student is qualified to be admitted to candidacy. No later than the third year of enrollment a Ph.D. student will take a comprehensive examination consisting of 4 to 5 subject areas determined by the student's advisory committee. If the exam is not taken by this time, the student will be dismissed from the program. The student may enroll in no more than six dissertation and research hours (TXMI 9000 and TXMI 9300) prior to passing the comprehensive exam, which includes a written component and an oral component. Students should observe the following sequencing: written comprehensive exam, oral comprehensive exam, dissertation prospectus, dissertation defense.

### The Written Comprehensive Exam

A minimum of 21 semester hours of graduate work in the doctoral program must be earned before the examination can be taken. Students must have completed the departmental core courses and be prepared to write in an area of specialization. Students will be given 16 hours to write the exam. The student may write four hours/day for four consecutive days or eight hours/day for two consecutive days. The student's advisory committee, under the leadership of the major professor, will develop the exam. The committee may ask other members of the faculty to contribute questions for the comprehensive exam. The exam questions and responses will reflect graduate level course work. At least one day of the exam should require the student to integrate and synthesize information from different courses and experiences. The Graduate Coordinator, in consultation with the major professor, will assume responsibility for coordination and supervision of the exam. Students must notify the Graduate Coordinator and major professor a full semester before they desire to take the exam. The written comprehensive exam must be taken and passed before the oral comprehensive exam.

### The Oral Comprehensive Exam

After the student has passed the written exam, the oral exam will be scheduled by the major professor. The oral exam should be completed within one month of successful completion of the written exam. The major professor will notify the Graduate Coordinator two weeks prior to the exam date. The Graduate Coordinator will schedule the exam through the Graduate School at least two weeks prior to the exam. During the oral exam the student may be asked to defend or clarify the written responses to the exam questions. Questions not included on the written exam may also be asked. The oral comprehensive exam is open to all members of the faculty and will be announced by the Graduate School. All members of the student's advisory committee must be present for the entire oral exam.

### Evaluation

The student's advisory committee is responsible for evaluating the student's performance on the comprehensive exam. Members of the student's advisory committee will evaluate the student's responses to questions which they submit or ask. The advisory committee will determine whether the student's performance is acceptable on each area of the exam.

The student must initially perform acceptably on at least one-half of the exam areas to continue in the Ph.D. program. If the student's committee determines that the student's performance is unacceptable in specific areas, the student may be assigned additional work, or the comprehensive examination may be repeated once in those particular areas of deficiency. This repeat examination must be completed by the end of the semester following the semester in which the initial exam was taken. In accordance with the university Graduate School policy, the student must receive a positive vote on the written exam of at least

four out of five committee members, or positive votes from 80% of the total number of committee members, to continue in the Ph.D. program.

To pass the oral comprehensive exam the student must receive at least four of five positive votes, or positive votes from 80% of the committee members. If the student's responses to questions during the oral exam are deemed unacceptable the committee may assign additional work to strengthen the student's knowledge in those areas in which there is a deficiency. If the student does not complete the additional work to the satisfaction of the committee members within one semester, the student will be dismissed from the Ph.D. program.

### Exceptions

Any student who, because of extenuating circumstances, is unable to meet the deadlines for the written or oral comprehensive examinations, may request an extension. The written request must explain the reason for the request, the extenuating circumstances, and must be submitted to the Graduate Coordinator, with a copy to the major professor. The TMI graduate committee will evaluate the written request and decide whether to grant or deny the request.

### **Admission to Candidacy**

The Admission to Candidacy application

([http://www.uga.edu/gradschool/forms&publications/body\\_candphd.pdf](http://www.uga.edu/gradschool/forms&publications/body_candphd.pdf)) must be filed with the Dean of the Graduate School at least two semesters before the date of graduation.

The signatures of the major professor and the Graduate Coordinator on the Admission to Candidacy form certify that the student has demonstrated ability to do acceptable graduate work in the chosen field of study and that certain requirements have been met including prerequisite courses required as a condition of admission, research skills requirements, approved program of study, and is making Satisfactory Progress. The signed form also certifies that written and oral comprehensive exams have been passed, and the residence requirement has been met (The residence requirement for Ph.D. students is enrollment in a minimum of 30 hours of consecutive course work in resident study on the UGA campus).

The signatures of the major professor and Graduate Coordinator on the Admission to Candidacy form also represent the department's commitment to provide appropriate faculty membership to the candidate for completion of the degree.

## **Dissertation Research**

The dissertation is the final component of a series of academic experiences which culminate in the awarding of the Doctor of Philosophy degree. Students in the Ph.D. program in International Merchandising are required to complete a dissertation. After admission to candidacy, the Ph. D student must register for at least two additional semesters, and for a total minimum of 6 hours of dissertation (TXMI 9300).

The dissertation is based on the student's original research, which must show independent judgment in developing a problem from primary sources. The dissertation fulfills four major functions: 1) it presents originality in research or scholarship; 2) it demonstrates the student's ability to understand and critically evaluate the literature of the field; 3) it reflects the student's mastery of appropriate research methods and tools; and 4) it shows that the student can address a major problem, arrive at successful conclusions, and report in a literate fashion. The conclusions must be logical, the literary form must be acceptable, and the contribution to knowledge must merit publication. The findings of a dissertation should be worthy of publication in a refereed journal or other scholarly medium. Publication of Ph.D. research in refereed journals before graduation is expected.

The thesis or dissertation research is conducted under the direction of the major professor and in consultation with the advisory committee, based on the previously approved research proposal. The major professor has the primary responsibility for guiding this research, but the student should consult all members of the advisory committee to draw upon their expertise in relevant areas.

The format for the dissertation should follow the recommended guidelines of the Graduate School and other recommendations of the student's major professor and advisory committee. The approved research proposal should serve as the framework for writing the dissertation. The Graduate School guidelines are presented in a document entitled University of Georgia Guidelines for Completion of Thesis and Dissertation which is available from the Graduate School through its web site.

It is recommended that each member of the advisory committee be provided with a timetable and schedule for the completion of the dissertation early in the planning process, and that the timetable be updated as needed.

When the major professor is satisfied with the completed dissertation, he/she will indicate his/her approval and indicate permission for its distribution to the advisory committee.

The student is required to provide a complete draft of the dissertation to each member of the committee. For Ph.D. students, delivery must be done at least three weeks before the anticipated date of the final oral examination/defense. Each member of the committee will indicate their approval of the dissertation by signing the Graduate School approval form. The dissertation must be approved by the committee prior to the final oral examination. If the committee does not approve the dissertation, the major professor will notify the student and the Graduate Coordinator, who will notify the Graduate School. Approval Form for Doctoral Dissertation and Final Oral Examination must be filled out and submitted to the Graduate School.

Below is a brief description of the Department of Textiles, Merchandising and Interiors policies, procedures, and expectations regarding this important phase of the doctoral program. From beginning to end in conducting dissertation research, students are urged to consult frequently with the major professor and to keep other committee members apprised of progress.

### Selection of Research Topic or Problem

The first step in the process is to select a research problem that is approved by all members of advisory committee. This is not a formal process, but all members of the advisory committee must be in agreement that the topic is researchable.

### Research Proposal

When the topic is approved, a proposal for the Ph.D. dissertation research which will be conducted must be completed by the student and submitted to the student's major professor, advisory committee, and the Graduate Coordinator. The proposal will include three main parts: an introduction, a review of literature, and an explanation of the design of the study. Each of these sections is described in some detail below, but the exact format for the proposal may vary. In addition to a written proposal, the proposal should be presented orally at a meeting of the committee. At that time, members of the committee may suggest or require changes in the research plan. Consult with your major professor about preparation of your research proposal and presentation of the proposal.

The research proposal should contain the following:

**Introduction** - Statement of the overall problem and objective or long-term goal of the proposed research.

- Background of the problem and justification for the study
- Purpose of general objective(s)
- Statement of the problem or research question(s)
- Theoretical or conceptual background of the study
- Specific objectives
- Conceptual definitions or terms, if appropriate

**Literature review** - A survey of the most essential previous work and description of the current research status of this subject.

- Classic, definitive, or influential research done in the area of the study
- Explanation and application of a theoretical (conceptual) framework
- Summary and analysis of the literature as applied to the research problem
- Justification for conducting this research and the reasons for the proposed approach to the problem.

**Research Methods and Procedures (Design of the Study)** - A description of the proposed research procedure and methods of analysis.

- Variables with operational definition
- Research hypotheses
- Instrument selection and development
- Validity and reliability of sample and instrument
- Procedures for pilot testing
- Sampling procedures
- Method of collecting data
- Method of analyzing data

**Timeline** - A tentative schedule for completion of the research, preparation of the thesis or dissertation, and final oral exam.

A formal meeting of the advisory committee shall be held to discuss the proposal. Students should give a

draft of the proposal to the committee members three weeks in advance of a proposal meeting. Students should expect to make a brief (15-20 minute) presentation to the committee to summarize the proposal. The research proposal will be evaluated and signed by the major professor and advisory committee, which may recommend approval, approval with revisions, or not acceptable. If revisions are required or if the proposal is not acceptable, the student should work with the advisory committee and major professor to develop an acceptable proposal. It is common to make some adjustments or changes in the proposal. Minor changes can be approved by major professor, but the overall approach should not deviate from what the advisory committee approved.

**After the proposal has received the approval of the advisory committee, it must be approved by the Graduate Coordinator.** The departmental form, signed by the major professor and committee members must be completed and submitted to the Graduate Coordinator **with a copy of the approved proposal attached.**

Students in the Ph.D. program must submit the proposal within one semester after successful completion of the comprehensive examination. The student may enroll in no more than 6 dissertation hours (TXMI 9300) prior to approval of the research proposal.

Following final approval by the major advisor and committee members, the student may begin to collect data. **Presuming committee approval or collecting data before approval is done at the student's own risk.**

#### Research Using Human Subjects and IRB Approval

At the University of Georgia (UGA), any research in the university, including dissertation research, that involves collecting responses from people must be reviewed and approved by the Human Subjects Office and the Institutional Review Board (IRB). Examples of such research are surveys, observations, exercise tests, blood collections, sensory responses, or use of records about people. The human subjects policies apply to all UGA affiliated faculty, staff, and students conducting human subjects research on or off campus (domestic or international sites) as well as visitors conducting research at UGA.

The IRB is charged with the responsibility of protecting the rights and welfare of human subjects. Go to the IRB website to understand policies and procedures before submitting your application for approval. Comprehensive guidelines for human subjects research is available at the Office of the Vice President for Research website. Please visit <http://www.ovpr.uga.edu/hso/guidelines>.

The IRB recommends submission of IRB review only after the appropriate committee have conducted the necessary scientific review and approved the research proposal. **Research of human subjects (including interviews, focus groups, and surveys) MUST NOT BE conducted without IRB approval.** Failing to obtain approval may result in disqualification of these activities in application towards a degree program.

#### Completing Dissertation

Once the student's proposal is approved by his/her advisory committee, the student will proceed with his/her research, collecting data, undertaking the analysis and reporting the research results. Students should add the following chapters to the approved proposal:

**Results** - This Chapter is simply a straightforward report of research findings without interpretation or elaboration. It is essential, however, to report all the results of testing research hypotheses.

**Discussion** - The final chapter brings everything together and provides an assessment of the study. The format may vary, but it is common to begin with a summary and an interpretation of the results reported in this chapter. As part of that, the most interesting findings are often highlighted. In addition, a discussion of the implications of the study should be added to reflect and elaborate on what the study has done. A dissertation is highly structured, but in this section, it is free to speculate on interesting aspects of the findings. The findings should be discussed in relation to the material in the Review of Literature. The last thing that should be included in this chapter is limitations of the study and suggestions for future research.

In addition to the requirements and components (chapters), students should follow the writing and reference style of *The Publication Manual of the American Psychological Association* (5<sup>th</sup> ed.).

Graduate students need to plan a realistic time schedule for completion of their research. Faculty members are not obligated to spend their evenings reading student work. Turn around time is not instantaneous and to expect this is not acceptable behavior.

### Publication

Graduate students are encouraged to work with their major professor to submit their research findings for awards, for presentation at professional meetings and for publication in professional journals.

### Manuscript Style

The dissertation may also be written in the manuscript (journal article) style described below.

The manuscript style permits the inclusion of *three* manuscripts submitted or to be submitted to scholarly journals as chapters or sections of the dissertation. “In this style, the introduction, literature review, and concluding chapter or section will be presented separately from their briefer presentation in each manuscript to allow thoroughness not usually permitted by space limitations in scientific journals. Each manuscript must be prepared in the style of the appropriate scientific journal, but instructions peculiar to submission of manuscripts to editors must be eliminated. Each manuscript must blend appropriately with the other parts of the dissertation or thesis, with the exception of the particular differences required by journals (e.g., literature citations, table designations). Numbered lines, as required by some journals, must not be used. Captions must accompany each figure on the same or preceding page of each manuscript. No reprints or photocopies of reprints will be permitted. The student must be the first author of each manuscript in this style. The names of all authors, in journal-submitted order, and the name of the journal (with volume, page numbers, and date, if published) must be given as a footnote to the title on the first page of each manuscript so as to indicate the current status of each manuscript. The Graduate School must receive proof of permission to use articles which have been published or accepted for publication.” (Graduate School Graduate Coordinator’s Handbook, p. 37)

### **Final Oral Examination/Defense**

The final examination will be conducted by the student’s advisory committee after the dissertation has been completed. The final examination will be oral and will be primarily a critical evaluation (defense) of the dissertation. The committee will decide whether the student has passed and suggest any necessary revisions or corrections to the dissertation which must be completed before Electronic Thesis and Dissertation (ETD) form is signed by the committee members.

The major professor schedules the oral defense with the student and members of the advisory committee, and notifies the graduate coordinator at least two weeks in advance. The Graduate Coordinator will

provide written notification to the Graduate School. Subsequently, the Graduate School will announce the time and place of the defense to the University community. Written assent of three of the four committee members (other than the major professor) will be required before a dissertation will be approved as ready for a final defense. If the advisory committee declines to approve the dissertation as ready for the final defense, the major professor will notify the student and the Graduate Coordinator. The Graduate Coordinator will notify the Graduate School, and the scheduled oral defense will be canceled. The oral defense may be rescheduled after subsequent approval of the revised dissertation.

The defense of the dissertation will be chaired by the student's major professor and attended by all members of the advisory committee. Four of the five members of the advisory committee must approve the defense and indicate their approval in writing. The results of the defense must be reported to the Graduate School by the graduate coordinator or major professor at least one week prior to graduation.

Once the dissertation has been approved by the Advisory Committee and the final oral defense has been passed, the dissertation must be submitted to the Graduate School for final approval no later than the last day of classes of the following semester. Ph.D. dissertations which are not submitted by this deadline must be defended again and approved by the advisory committee before they will be considered by the Graduate School for final approval. The dissertation is submitted electronically to the Graduate School after the format check has been approved and all Graduate School deadlines are met. The required form, Electronic Thesis and Dissertation (ETD) Submission Approval Form may be found at [www.grad.uga.edu](http://www.grad.uga.edu).

Each member of the committee will indicate their approval of the dissertation by signing the Graduate School approval form. The dissertation must be approved by the committee prior to the final oral examination. If the committee does not approve the dissertation, the major professor will notify the student and the Graduate Coordinator, who will notify the Graduate School.

A print copy of the final dissertation must be provided to the TMI department, the major professor, and each member of the Advisory Committee.

### **Application for Graduation**

An application for graduation must be filed with the Graduate School no later than Friday of the first full week of classes two semesters prior to the anticipated graduation date. Deadlines can be found at [www.grad.uga.edu](http://www.grad.uga.edu).

### **Final Registration Requirement**

Students must be registered at the University of Georgia for a minimum of three hours of credit the semester in which they complete all degree requirements.

## **Guidelines for Authorship and Use of Data**

The following are the Department of Textiles, Merchandising and Interiors guidelines for authorship and use of data.

### Ownership of Data

**Data and publications derived from sponsored projects.** When the research or development project is supported by funds from the university, including experiment station and grants and contracts (usually specified in the contract), the data are the property of the university and the responsible academic unit. The project director or principal investigator is responsible for appropriate use of the data. The university should be identified as the agency in which the work was accomplished and the guidelines of any sponsoring agency should be followed. Data are to be retained by the department and are not to be removed by departing faculty, students, or technical personnel.

**Data and publications derived from student projects.** Approximately two-thirds of the funds provided the University is state-appropriated, non-fee moneys. When possible, the department supplements support for student research projects and always provide indirect support. Even when students pay their own research expenses (e.g., postage for mail surveys, laboratory supplies), they have received support from the university and the department advisor and the student; therefore, the advisor and the student should retain copies of the data. The major advisor and the student are considered to be responsible representatives of the department.

### Authorship

An acknowledgement or co-authorship will recognize the contributions of those who provided significant input to the research or writing phase of the study, including the student(s). The first author usually is the individual who assumed responsibility for preparation of the manuscript; the order of second, third, or additional author may be generally reflective of input to the project. Papers resulting from the dissertation always shall recognize the student and the major advisor as authors. Authorship of other committee members should recognize significant contributions. Persons not directly involved in a project have no right to publish data from the project unless permission is obtained in writing from researchers involved (e.g., graduate student and all members of the dissertation committee)

Examples of various co-authorship situations include the following:

- a) Student input to an extension of faculty research (sponsored or non-sponsored).
- b) Student initiated, but faculty guided, research.
- c) Extension of dissertation projects by faculty or student; the extension may result in a publication.
- d) Combination of dissertations (two or more students, faculty guided).
- e) Student initiated with limited faculty guidance.

A clear agreement should be made at the beginning of a project. It is recommended that the student and major advisor negotiate acceptable guidelines on publication processes and order of authorship. In no case shall either the student or faculty member publish alone. If there are certain stipulations regarding time lags, preparation of drafts of the publication, data collection or analyses, or others, the faculty member should describe these to the student. If a student does not draft a manuscript on available data within 12 months after completion of a degree, the major advisor can be the primary author of publications that the advisor developed.

### Copyrighting

Guidelines and university policies related to copyrights and patents are available from the Graduate School.

### Ph.D. Program Timetable

Most students complete their Ph.D. program in 3-4 years. To help students accomplish their goals in a timely fashion, the time table below suggests a typical time frame for completing the degree. It is the student's responsibility to insure that all deadlines set by the Graduate School are met.

|     | <b>Process</b>   | <b>Term</b> |
|-----|--|-------------|
| 1)  | <b>Selection of Major Professor</b> Form should be signed by major professor and Graduate Coordinator. A copy should be submitted to the Graduate Coordinator.   | 2nd         |
| 2)  | <b>Formation of Advisory Committee</b> Form should be signed by all advisory committee members and Graduate Coordinator. Submit a copy to the Graduate Coordinator. The student needs to deliver the original plus one copy to the Graduate School. Form available at: <a href="http://www.uga.edu/gradschool/forms&amp;publications/body_advcomphd.pdf">http://www.uga.edu/gradschool/forms&amp;publications/body_advcomphd.pdf</a>   | 2nd         |
| 3)  | <b>Ph.D. Preliminary Program of Study</b> Form should be signed by all advisory committee members, then submitted to the Graduate Coordinator.   | 2nd         |
| 4)  | <b>Notification of Intent to Take the Ph.D. Comprehensive Exam</b> needs to be signed by the student, major professor, and the Graduate Coordinator then given to the Graduate Coordinator. Form available at: <a href="http://www.fcs.uga.edu/newfacs/hace/graduate/docs/intent_for_comps.pdf">http://www.fcs.uga.edu/newfacs/hace/graduate/docs/intent_for_comps.pdf</a>   | 4th         |
| 5)  | <b>Final Program of Study</b> needs to be signed by all advisory committee members and Graduate Coordinator. A copy must be given to the Graduate Coordinator. The student needs to deliver the original plus one copy to the Graduate School. Form available at: <a href="http://www.uga.edu/gradschool/forms&amp;publications/finalphdprg.pdf">http://www.uga.edu/gradschool/forms&amp;publications/finalphdprg.pdf</a>  | 4th         |
| 6)  | <b>Ph.D. Written Comprehensive Exam</b> TMI Departmental Ph.D. Written Comprehensive Exam Form needs to be signed by all committee members and the Graduate Coordinator and then turned into the Graduate Coordinator Assistant. Form available at: <a href="http://www.fcs.uga.edu/newfacs/hace/graduate/docs/written_comp.pdf">http://www.fcs.uga.edu/newfacs/hace/graduate/docs/written_comp.pdf</a>  | 5th         |
| 7)  | <b>Ph.D. Oral Comprehensive Exam</b> TMI Departmental Ph.D. Oral Comprehensive Exam Form needs to be signed by all advisory committee members and the Graduate Coordinator, and then turned into the Graduate Coordinator Assistant. Form available at: <a href="http://www.fcs.uga.edu/newfacs/hace/graduate/docs/oral_comps.pdf">http://www.fcs.uga.edu/newfacs/hace/graduate/docs/oral_comps.pdf</a>  | 5th         |
| 8)  | <b>Application for Admission to Candidacy</b> Application for Admission to Candidacy for Doctoral Degrees form needs to be signed by the major professor and the Graduate Coordinator. This form must be completed within 2 weeks of successful completion of the oral comprehensive examination. A copy must be given to the Graduate Coordinator Assistant. The student needs to deliver the original plus two copies to the Graduate School. Form available at: <a href="http://www.uga.edu/gradschool/forms&amp;publications/body_candphd.pdf">http://www.uga.edu/gradschool/forms&amp;publications/body_candphd.pdf</a> | 6th         |
| 9)  | <b>Application for Graduation</b> ( <a href="http://www.gradsch.uga.edu:5080/forms/newgraddoc.htm">http://www.gradsch.uga.edu:5080/forms/newgraddoc.htm</a> ). Please forward email notification to Graduate Coordinator (skim@fcs.uga.edu).   | 6th         |
| 10) | <b>Dissertation proposal approved by major professor</b>   | 6th         |
| 11) | <b>Dissertation proposal approved by advisory committee</b> (Dissertation proposal submitted to committee at least <b>3 weeks</b> prior to proposal meeting). TMI Advisory Committee Action on Student's Dissertation Proposal must be signed by all advisory committee members then given to the Graduate Coordinator Assistant. Form available at: <a href="http://www.fcs.uga.edu/newfacs/hace/graduate/docs/dissertation_proposal.pdf">http://www.fcs.uga.edu/newfacs/hace/graduate/docs/dissertation_proposal.pdf</a>   | 7th         |
| 12) | <b>Completion of Research and Teaching Requirements</b>  | 7th         |

|     |   |     |
|-----|---|-----|
| 13) | <b>Approval Form for Doctoral Dissertation and Final Oral Exam</b> must be registered for at least 3 hours) Approval Form for Doctoral Dissertation and Final Oral Examination ( <a href="http://www.uga.edu/gradschool/forms&amp;publications/body_appphddis.pdf">http://www.uga.edu/gradschool/forms&amp;publications/body_appphddis.pdf</a> ). <b>Part I</b> is signed by all the advisory committee members.  | 7th |
| 14) | <b>Dissertation Oral Defense</b> Dissertation must be submitted to advisory committee <b>3 weeks prior</b> to oral defense. The Graduate Coordinator must be notified <b>3 weeks prior to the oral defense date</b> . Advisory committee members sign <b>Parts II and III</b> of the Approval Form for Doctoral Dissertation and Final Oral Exam. Form available at: <a href="http://www.uga.edu/gradschool/forms&amp;publications/body_appphddis.pdf">http://www.uga.edu/gradschool/forms&amp;publications/body_appphddis.pdf</a>                                  | 8th |
| 15) | <b>Dissertation approved by major professor</b> Major Professor signs <b>Part IV</b> of the Approval Form for Doctoral Dissertation and Final Oral Exam. Follow Graduate School guidelines for electronic submission of dissertation. A hardcopy is submitted to the Graduate Coordinator Assistant. The student should deliver the original plus one copy to the Graduate School. Form available at: <a href="http://www.uga.edu/gradschool/forms&amp;publications/body_appphddis.pdf">http://www.uga.edu/gradschool/forms&amp;publications/body_appphddis.pdf</a> | 8th |
| 16) | <b>Bound Copy of Official Dissertation Provided to TMI Department</b>   | 8th |

\* Semester count does not include summer semesters and assumes a 12 hour credit load each fall and spring semester.

**Merchandising Graduate Faculty**

| <b>Faculty Member</b> | <b>Research/Outreach</b>  | <b>Teaching</b>   |
|-----------------------|---|---|
| Dr. Jan Hathcote      | International trade of textiles and apparel, advertising, buying, customer service  | Apparel trade and international retailing   |
| Dr. Patti Hunt-Hurst  | 19 <sup>th</sup> and early 20 <sup>th</sup> century dress and textiles, African and African-American dress and textiles       | History of fashion and dress, popular culture and fashion, world textiles, history of costume                               |
| Dr. Soyoung Kim       | Online retailing, consumer psychology and shopping behavior, tourism marketing  | Online retailing, retail buying and planning  |
| Dr. Yoo-Kyoung Seock  | Consumer shopping behavior, retailing in various retail venues  | Apparel and textile economics, apparel product line development   |
| Dr. Jose Blanco       | Late 20 <sup>th</sup> century fashion history and pop culture, fashion in literature and theater, Jungian archetypal analysis | Historic clothing and textiles, 20 <sup>th</sup> century fashion and art, fashion promotion, world textiles, fashion theory |
| Dr. Katalin Medvedev  | Social, psychological, cultural, gendered and historical aspects of dress   | Dress, society and culture, introduction to the fashion industry  |