Selection of an Advisor

Students must choose an academic advisor who will then provide guidance for the selection of coursework, and in the choice and execution of a research question. The student’s academic advisor and the Director of Graduate Studies must approve all coursework used to satisfy the credit hour requirements for this degree. After performing satisfactorily for a minimum of one semester, the student, with the advisor’s assistance, completes the Program of Study form that outlines the plan of study for the student’s graduate program. M1 - Program of Study form.

The form is forwarded through the DGS to the Graduate School for approval. In the event that an advisor retires or leaves MU, he/she may continue to serve as the student’s main advisor unless there is written academic program policy prohibiting such an arrangement. If an advisor is unable or unwilling to continue to serve, the academic program, with the leadership of the DGS, will assist the student to ensure that a replacement is found.

Thesis Option

For students under the thesis option of the MS degree, i.e., students enrolling for ECE 8990, an M-2 Request for Thesis Committee form is required to be submitted for approval by the department DGS and the Graduate School by the end of the student’s second semester.

A thesis committee is composed of three members of the MU faculty: a major advisor from the academic program, a second reader from the academic program, and an outside reader who is a member of the graduate faculty from a different MU graduate program. Upon approval of the department DGS, the student may petition the Graduate School to allow a person who is not a member of the MU graduate faculty to serve as the third reader. The petition should include a written justification for such a request and a copy of the person’s curriculum vitae. The Graduate School maintains copies of curriculum vitae previously received and approved, and if such a request is anticipated, the student should contact the Graduate School to see if the curriculum vitae of a particular person is already on file. Students need to supply committee members with copies for review/evaluation at least one week prior to the defense date.

Information about submitting the thesis can be found in the Thesis and Dissertation Guidelines.

Non-Thesis Option

For students who enroll in ECE 8085 (Problems), a problem report rather than a thesis is required. The student is not required to submit the M-2 form (request for a thesis committee). Instead, the student must have the report approved by his or her advisor and two other members of the graduate faculty, forming the student’s Problem Committee. It is not required that a member outside of EECS be included, although it is permissible for such a member of the MU graduate faculty to be appointed. At least one of the three members must have a primary academic appointment in EECS. Students need to supply committee members with copies for review/evaluation at least one week prior to the M-3 due date. The student must review the evaluation from the faculty committee, and make any needed adjustments in format and corrections/clarifications based on input from the committee prior to submission of the M-3 form.
Report of the Master’s Examining Committee

The purpose of the M-3 Report of the Master’s Examining Committee Form is to have an official record of the final examining process, whether it is a thesis defense or presentation of a report. The student’s committee will indicate on this form if the student has passed the final exam. This form must be submitted to the Graduate School by a deadline for the semester in which the students plan to graduate. The form is due in the Graduate School two weeks prior to graduation.

Seminar Attendance

The approval of the M3 form is tied to the attendance records for the department’s seminar series. MS and ME students are required to attend a total of at least ten EECS seminars during the course of their Master’s program. PhD students are required to attend a total of at least twenty EECS seminars during the course of their PhD program. Master’s students who add the PhD program can apply their seminar attendance as part of their Master’s program toward the attendance requirement for PhD students.