Composition of the Thesis Committee:

A standard thesis committee consists of the chair (a member of the Neuroscience PhD Program faculty), two members (also Neuroscience members), and a fourth member, called the “Academic Senate Representative”, who can either be from outside the Neuroscience Program, or can be a Neuroscience Program faculty member who has a 0% appointment in HWNI. See list of 0% appointments at the end of this document. Adjunct faculty are eligible to serve, but not as Chair or Academic Senate Representative. An additional fifth member can be appointed, if desired, though this may complicate scheduling of meetings. If a student is performing collaborative thesis research between two labs, the student may name two co-chairs, instead of a single chair. In this case, the committee will consist of two co-chairs (one of whom must be a member of the Neuroscience PhD Program faculty), one additional member, and an "Academic Senate Represntative" member. If any committee members are not members of the Berkeley academic senate (e.g., adjunct faculty or faculty at other institutions), campus policy requires us to request approval from Graduate Division based on scientific appropriateness.

Students are strongly encouraged to meet with thesis committee members not just at official thesis committee meetings, but also informally for advice, scientific discussions, and career mentoring throughout the duration of thesis research.

Timeline:

After students advance to candidacy, the student meets annually with his/her Thesis Committee according to the following time frames:

<table>
<thead>
<tr>
<th>Year in Program</th>
<th>Meeting Dates</th>
<th>Notes regarding the Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd Year</td>
<td>November 1 – December 1</td>
<td>A research outline and workable research plan for the next three and one half years should be established.</td>
</tr>
<tr>
<td>4th Year</td>
<td>October 1--November 1</td>
<td>Project is evaluated for thesis quality and likelihood of completion in the succeeding one and one-half years. If necessary, alternate strategies are developed.</td>
</tr>
<tr>
<td>5th Year</td>
<td>September 1 – October 1</td>
<td>A date for filing the dissertation is set in this meeting. Depending on the student's progress, the Thesis Committee can recommend a further meeting with the student in the Spring semester of the fifth year. At such a Spring meeting, the Thesis Committee decides whether the thesis project is likely or unlikely to be completed in 5.5 years and thus whether to grant the student a six months extension (see below for details).</td>
</tr>
</tbody>
</table>
6th Year
September 1 – October 1

Final steps to filing the dissertation are discussed and confirmed by the committee. If the student will be unable to file by the 5.5 year mark, the committee may grant a six month extension until the following May. If it is anticipated that the work will not be completed by May, the thesis committee and the student must each submit a memo to the Head Graduate Adviser by December 15th requesting an extension. Such requests should provide details of reasons, proposed completion timeline and projected support. The Head Graduate Adviser together with the other faculty Graduate Advisers review the request and decide on further action.

It is the responsibility of each neuroscience graduate student to organize his/her Thesis Committee meetings within the times indicated above. The Graduate Affairs Office can help in finding and reserving meeting rooms. A minimum of a quorum of the committee must be present for each thesis committee meeting; the mentor and any two of the three remaining members constitute a quorum.

In general, students receive mentoring from all members of their thesis committees during thesis committee meetings. Prior to each committee meeting, the student will send to each member a summary of his/her past year’s accomplishments and a brief plan for the coming year. During the meeting, the student will provide a focused summary of her/his research progress as well as any technical difficulties that have been encountered. The thesis committee will evaluate the student’s progress toward his/her degree and will help set specific goals that can be reasonably accomplished within the next year as well as for the student’s remaining time in the program.

Please record thesis progress via the Online Academic Progress Report System (see Thesis Committee Meeting Report Instructions. The absence of filed reports will be considered a lack of significant progress toward the degree and could result in termination of funding or a recommendation for dismissal from the program.

If the Thesis Committee reports that the student is not making expected progress, the Graduate Affairs Office notifies the Head Graduate Adviser about the problem. If the problem cannot be resolved, the Thesis Committee may recommend that the student should not continue in the program. The recommendation is then forwarded to the Head Graduate Adviser for a final review with the other Graduate Advisers. Their decision is binding and it is forwarded to the student, thesis mentor, thesis committee members and the Graduate Division.
HWNi Neuroscience Faculty with 0% Appointments
Feb 2016

**Bold are members with 0% appointments.** These faculty are eligible to serve as ‘Academic Senate Representative’ on Qualifying Exam and Dissertation Committees.

Which faculty have 0% appointments is an oddity of whether they were hired into one specific department and later joined HWNI, or were hired jointly into a department and HWNI.

Hillel Adesnik (MCB, Neuro)  
Martin Banks (VS)  
Helen Bateup (MCB)  
Diana Bautista (MCB)  
George Bentley (IB)  
Sonia Bishop (Psych)  
Steve Brohawn (MCB, Neuro)  
Silvia Bunge (Psych, Neuro)  
Jose Carmena (EECS, Neuro)  
Christopher Chang (Chem., MCB)  
Mark D’Esposito (Psych, Neuro)  
Andrew Dillin (MCB, HHMI)  
Yang Dan (MCB, HHMI)  
Michael DeWeese (Physics, Neuro)  
David Feinberg (Adjunct)  
Dan Feldman (MCB, Neuro)  
Marla Feller (MCB, Neuro)  
Howard Fields (Adjunct)  
John Flannery (VS, MCB)  
Darlene Francis (PH)  
Jack Gallant (Psych)  
Gian Garriga (MCB)  
Corey Goodman (Adjunct)  
Thomas Griffiths (Psych)  
Ming Hsu (Business)  
Ehud Isacoff (MCB)  

Richard Ivry (Psych)  
Lucia Jacobs (Psych)  
William Jagust (PH, Neuro)  
Daniela Kaufer (IB)  
Stanley Klein (VS)  
Robert Knight (Psych)  
Richard Kramer (MCB)  
Lance Kriegsfeld (Psych)  
Stefan Lammel (MCB)  
Dennis Levi (VS)  
Chunlei Lui (EECS-Neuro)  
Evan Miller (Chem., MCB)  
John Ngai (MCB)  
Bruno Olshausen (VS, Neuro)  
Kaoru Sajo (MCB)  
David Schaffer (ChemEng)  
Kristin Scott (MCB, Neuro)  
Michael Silver (VS, Neuro)  
Friedrich Sommer (Adjunct)  
Mark Tanouye (ESPM, MCB)  
Frederic Theunissen (Psych)  
Matthew Walker (Psych)  
Jonathan Wallis (Psych, Neuro)  
David Whitney (Psych)  
Linda Wilbrecht (Psych)  
Ke Xu (Chem)  
Michael Yartzev (BioE, Neuro)