College of Design PhD in Design Curriculum Summary
Fall 2014 (Updated 8/1/2014)

PhD in Design
2014-2015

Summary Handbook

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The College of Design at North Carolina State University initiated the PhD in Design Program in 1999. Today the program includes more than thirty students from all over the world pursuing research focusing on the questions that transcend and unite the design disciplines.

The mission of the Doctor of Philosophy in Design is to advance knowledge in design through research and scholarship. This mission is built on the recognition of fertile common ground among the design disciplines and on the need for specificity and depth within them. The PhD program, therefore, values a broad range of research interests that aim to improve the human condition. A recent external review of the program stated that:

“The PHD in Design at North Carolina State University is outstanding. By all metrics, the program competes favorably with other North American PHD programs. The College of Design has carved out a powerful and highly respected research arena (design), and the PHD program is built around the strengths of the College and the faculty.” 2013 External Review Team

The program focuses specifically on issues for which there is a college history of scholarship and instruction. Interdisciplinary groups of faculty advise students in coursework and research related broadly to seven interest areas:

- Design for Health and Well-Being
- Design Methods
- Design for Learning
- Design for Sustainability
- Design History and Criticism
- Design and Technology
- Design and the Urban Context

At this time alumni hold academic positions in universities around the world. They hold academic ranks ranging from assistant professor through full professor, and administrative positions including directors of academic units, department chairs, and assistant deans.
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### Basic Program

#### Fall
- **DDN 702 Research Paradigms** 3
- **DDN***arranged study with individual faculty or elective** 3-6
- **Advised Elective** 3

#### Spring
- **DDN 701 Research Methods** 3
- **DDN 809 Colloquium** 1
- **DDN ***arranged study with individual faculty or elective** 3-6
  - advised elective 3

#### Fall
- Second Methods course as recommended 3
- **Philosophy or Statistics** 3
- **DDN***arranged study with individual faculty or elective** 3-6
  - (Research Interest Area Presentation)

#### Spring
- **DDN***arranged study with individual faculty or elective** 3-6
  - advised elective 3
- **DDN 809 Colloquium** 1

#### Fall
- **DDN 890 Preliminary Exam** (3) not counted toward required 54 cr. hrs
- **DDN 893 Supervised Research** 6

**Preliminary Comprehensive Exam**
- (must be passed before taking DDN 895)

#### Spring (Final) Semester
- **DDN 895 Dissertation Research** 9
- **DDN 809 Colloquium** 1

**Final Oral Exam (Dissertation Defense)**
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***Options regarding arranged study with individual faculty members:*** Instructor signature is required to register for these courses. Registration forms are available from the college’s registrar.

**DDN 795 Special Topics: (Directed Study)** (variable credit 3 to 6 credit hours; letter graded)

This course should be used when a faculty member wishes to direct the study of a specific topic for an individual student. The amount of credit hours assigned should relate to the scope of the topic and the nature of the final products required to successfully complete the course. The determination of the number of credit hours should be done by the faculty member responsible for directing the study in consultation with the student.

**DDN 810 Special Topics: Directed study** (variable credit 1 to 6 credit hours; S/U grading)

This course should be used when a faculty member wishes to direct the study of a specific topic for an individual student. The amount of credit hours assigned should relate to the scope of the topic and the nature of the final products required to successfully complete the course. The determination of the number of credit hours should be done by the faculty member responsible for directing the study in consultation with the student.

**DDN 830 Independent Study** (variable credit 3 to 6 credit hours; S/U grading)

This course should be used if a student identifies a topic for study under the supervision of a faculty member. Products required for the completion of the course should be proposed by the student and approved by the faculty member supervising the study. The determination of the number of credit hours should be done by the faculty member after reviewing the student's proposal regarding the scope of the project and products to be produced.

**Exams**
If the Final Oral Exam is not taken then the student must register for DDN 899 each semester until the Final Oral is passed.

**Additional Semesters**
DDN 899 Dissertation Preparation w/ chair (1 or 3) not counted toward required 54 cr. hrs (One credit hour will retain enrolled status however if an individual needs to be considered full time, due to visa or GSSP issues, then three credit hours is required)

**Total Credit hours required to graduate is 54 not counting credit hours earned through DDN 890 or DDN 899. (The total has been reduced from 72 recognizing course work at a masters level in a design field.)**
Additional critical information regarding PhD studies

All of the following material has been taken from the NCSU Graduate Handbook as of July 21, 2010. Go to the following web site to determine if the information has been updated or for additional information. I have included notes in bold to address program specific issues and changes.

http://www.ncsu.edu/grad/handbook/sections/index.php

Doctoral students Graduate Committees

Graduate Committee
(a) Doctoral programs require a minimum of four graduate faculty members, including the graduate advisor (mentor) who serves as chair or co-chair of the committee. One of these faculty members must be from the minor field if the student has declared a minor. (The Chair must be a member of the College of Design PhD Faculty and one other member must a College of Design faculty member.)

(b) If a doctoral graduate committee has no representation outside of the student's graduate program, a Graduate School Representative is required.

(c) When a minor is not required and has not been declared, it is up to individual programs whether to require external representation on the four-person committee (excluding the Graduate School Representative). A full member of the graduate faculty must chair the committee. However, an associate member of the Graduate Faculty may co-chair if the other co-chair is a full member. [Recommended by the Administrative Board of the Graduate School and approved by the Dean of the Graduate School on 12/12/91.] (we do not require a minor)

(d) The committee is indicated on the Plan of Graduate Work, which is submitted no later than when the student has completed 18 hours of graduate course work. The committee is officially recommended by the DGP and must be approved by the Graduate School at the time of the approval of the Plan of Graduate Work. (this must be done in the beginning of your third semester)

(e) At the time that the Plan of Graduate Work is approved, the Graduate School appoints the Graduate School Representative (see Section 1.6) to serve on the doctoral committee.

Functions and Requirements of the Advisory Committee

The primary function of the committee is to advise the student in all aspects of the educational program and to monitor and evaluate that student's progress toward the degree. Thus, the committee must be very active throughout the student's program of graduate training, beginning with helping the student prepare his or her Plan of Graduate Work. The committee should provide an intellectually stimulating foundation for the student's professional and scholarly development and should be sensitive to any difficulties in the student's progress, research performance or methodology requiring attention.

The committee certifies whether the student has met NC State's standards for a graduate degree. Advising and guiding the student on how best to qualify for the requirements of a degree is a key part of
this responsibility. The committee and the student are encouraged to meet in formal sessions at appropriate intervals to critically assess the student's progress; such meetings may be requested by the student or by any member of the committee. However, the necessity of frequent personal contact between the student and committee members cannot be overemphasized. Committee members have the obligation to express to the student any concerns they may have regarding the student's performance, to stipulate the level and quality of work expected, and to offer guidelines to aid in the fulfillment of those expectations. (Don't be shy, meet regularly with your mentor/chair and committee members. They are here to guide your progress and assist you in your intellectual development. It is your responsibility to make sure that you meet often enough)

Dissertation Responsibilities. The chair/co-chair and, to a lesser extent, the other members of the advisory committee are responsible for the following aspects of the dissertation and the related or associated research experience:

1. Approval of the subject matter and methodology of the dissertation research;
2. Approval of the organization, content and format of the dissertation according to NC State required and optional formatting guidelines as provided in the Thesis and Dissertation Guide;
3. Review of and comment on drafts of various sections of the dissertation, including (a) the quality of data and evidence, (b) logical reasoning and (c) the editorial, linguistic and bibliographic quality;
4. Evaluation of the dissertation as a basis for certification that the student has fulfilled the requirements of the degree for which he or she is a candidate; and
5. Encouragement of and advice to the student and review of manuscripts based on the dissertation research for publication in the scholarly literature of his or her field. (Every dissertation should produce at least one peer reviewed publication and you mentor should help or even collaborate in this effort.)
Doctoral Degree: Summary of Procedures (as described by the Graduate School)

(Also go to the following web page for a detailed breakdown of critical steps and information on when to submit materials to the Thesis Editor.)
http://www.ncsu.edu/grad/handbook/sections/3.25-required-documents.html

F. A dissertation subject is selected and an outline of the proposed research is submitted to the student's advisory committee and the DGP for review and approval (This should happen when you make your research interest area presentation at the beginning of your third semester.)

G. Plan of Graduate Work is prepared by the advisory committee with the student, is approved by the DGP, and is submitted to the Graduate School for approval as soon as feasible after completion of 18 hours of course work (In the beginning of your third semester)

H. Written examinations in the major and minor fields are scheduled no earlier than the end of the second year of graduate study and not later than one semester before the final oral examination. The results of these examinations will be reported to the Graduate School (this happens in your fifth semester of study if you have completed all of your course work and is the first part of your Preliminary Exam. Your Mentor/Chair should contact all of your committee members, ask them each for two questions related to your course work and literature review, and then select from those questions approximately four questions for you to answer in writing. Normally a student is given two weeks to complete and submit their written answers)

I. When all written examinations have been completed satisfactorily, (The chair forwards each written answer to the committee member who generated the question. The committee member then communicates to the chair if he or she feels that the answer is completed satisfactorily). If the answers are satisfactory the the chair submits the Request for Approval to Schedule the Doctoral Oral Examination, designating the preliminary oral examination, at least two weeks prior to the suggested date. Upon approval of the request, the student and examining committee are notified of the time and place. The DGP sends the report of the exam to the Graduate School and if the exam is passed without conditions, the student is admitted to candidacy. In the College of Design this exam also includes a formal review of a students research proposal.

J. A copy of the preliminary draft of the dissertation is submitted to the chair of the student's advisory committee for review (This should happen early in your sixth semester)

K. The Diploma Order Request Form must be filed with the Graduate School by the end of the third week of the semester or summer session of anticipated graduation. Failure to submit the form by this date may result in the student's failure to receive the diploma at graduation

L. At least two weeks prior to the final oral examination, the chair of the student's advisory committee submits the dissertation to advisory committee members for review

M. Four calendar months after admission to candidacy or later, and after the dissertation is complete except for such revisions as may be necessary as a result of the final exam, the chair submits to the Graduate School the Request for Approval to Schedule the Doctoral Oral Examination, designating a request for permission for the candidate to take the final oral exam. Requests should be filed at least two weeks before the date of the examination. Upon approval of the request, the student and the examining committee, including a Graduate School representative,
are notified of the time and place of the examination. The Graduate School Representative receives a copy of the dissertation at least one week prior to the examination.

N. Three copies of the dissertation signed by each member of the student's advisory committee and five copies of the abstract must be submitted to the Graduate School by a specific deadline in the semester or summer session in which the degree is to be conferred. Specific deadline dates appear in the Graduate School Calendar. One copy each of the University Microfilms Agreement and the Survey of Earned Doctorate forms must be submitted with the dissertation. Effective Fall 2002, the Graduate School requires that all theses and dissertations be submitted through the Electronic Theses and Dissertation system (ETD).

O. The dissertation is reviewed by the Graduate School to ensure that the format conforms to the specifications prescribed in the Thesis and Dissertation Guide.

P. All course work scheduled in a graduate degree classification must be completed prior to graduation.

Q. A GPA of at least 3.0 is required for graduation.

R. All degree requirements must be completed within ten (10) calendar years, beginning with the date the student commences courses carrying graduate credit applicable to the degree program, unless a more restrictive time limit has been established by the program or academic college/school. (The PhD in Design follows the ten year limit)

Requirement of Continuous Enrollment
After a student is admitted to the Graduate School and enrolls for the first time, he/she is required to maintain continuous registration. Continuous registration refers to a student's enrollment each semester, excluding summer sessions, until he/she has either graduated or his/her graduate program has been terminated. All students attending classes must be registered for either credit or audit.

(If you have completed all your course work but still need to work on your research prior to taking your Preliminary Comprehensive Exam you can register for additional credit hours of DDN 890 to maintain your continuous registration. If you have passed your Preliminary Comprehensive Exam and completed your nine credit hours of DDN 895 but need additional semesters of work before your dissertation is complete you can register for DDN 899 each semester as needed.)

Graduate Student Support Plan (GSSP)
Many of you are on the GSSP. It is our intent to provide GSSP support to as many of our PhD students as possible. However, to do this we restrict GSSP support to a maximum of six semesters unless a student has support from an outside grant. In addition, the university has a number of specific requirements and restrictions with regard to receiving this support. It is very important that you read the GSSP handbook and pay close attention to university requirements and restrictions. The final say on whether or not a student qualifies for GSSP support is the Graduate School at NCState.

Starting in Fall of 2012 all US students who wish to be on the GSSP in their second year of study must apply for in-state status in their first year.

Go to the following web site to review the rules and regulations regarding the GSSP.

http://www.ncsu.edu/grad/support-plan/docs/gssphdbk.pdf
Revisions to rules

**Full-time**

Students now will be full-time if they take at least 9 hrs per semester until the semester in which a load between 3 and 8 hrs will reach an accumulated total equal to the minimum number of hrs required by the program (e.g., 30, 36, 54, or 72). Full-time for that semester will be that load. Full-time thereafter will be a minimum of 3 hrs per semester.

**Half-time**

When full-time is defined to be greater than 3 hrs (i.e., 4 - 9), half-time will be 3 hrs. When full-time is defined to be 3 hrs, half-time will be 1 hr.

**Course changes**

XXX 699/899 will remain in the inventory and will be allowed on Plans of Work (rationale: writing the dissertation is an educational process). The prohibition against registering for any other course while taking 699/899 will be removed. COP 500 will be allowed to count for full-time.

**Letter vs SU grading**

There is no longer a required number of letter graded hours for PhD students.