

Chapter 8

OTHER REQUIREMENTS AND SPECIAL CASES

8. 1 Use of Human Subjects in Research

The university has a comprehensive policy on the Protection of Human Subjects, as required by responsible, ethical practice and federal law. Students as well as faculty whose research involves human subjects should become familiar with the university's policy and receive appropriate, required approvals from their department, college, or the university's Institutional Review Board for the Protection of Human Subjects (IRB). One may obtain information on the process, forms and instructions at http://www.old.umassd.edu/org/Grants_contracts/FundingGuides/Policies/Policies.html or by calling the Office of Grants and Contracts, 508 999-8953.

If your thesis or dissertation research is conducted under IRB permission, that should be mentioned in acknowledgments and the permission document can be included as an Appendix.

8. 2 Thesis or Dissertation in a Foreign Language

With the recommendation of the student's college dean, department/program, and committee, and approval of the graduate office, a thesis or dissertation may be written in a foreign language, but only if that language is integral to the content and purposes of the thesis or dissertation - for example, written in Portuguese for a thesis or dissertation about the literature of the Portuguese world. English translations of the title page and the abstract are required. These translations should

be placed before the corresponding pages in the foreign language. They are not numbered or counted in the pagination of the thesis or dissertation.

Use of a language other than English will never be approved if the motivation is difficulties in using English. Receipt of a graduate degree from UMass Dartmouth implies competence in English, which is therefore required.

8.3 Original Works

In some programs, thesis or dissertation requirements may be satisfied by an original work of a fictional, poetic, rhetorical, editorial, or report nature. In such a case, the term “Original Work”—or another, appropriate term—should be substituted for “Thesis or Dissertation” on the title and signatory pages. The Abstract would explain the fact of the work rather than seek to summarize it—for example, if the thesis or dissertation presents a work of fiction, the Abstract would indicate that it is a fictional work and describe its type or form.

8.4 Special Considerations for Some Arts Theses

Special circumstances will occur that make some work unable to follow some of the stipulations in this manual. At this university this occurs principally in some—but by no means all—of the theses prepared in the visual arts. An example would be a thesis or dissertation topic in typographical design for which the author wishes the layout and physical construction of the thesis or dissertation itself to exemplify the design principles being presented. A thesis or dissertation in printmaking might use printmaking techniques for some pages. In such cases as these, the college will be the principal arbiter of what is acceptable, with approval from the graduate office and the library if there are issues of binding or permanency.

8.5 Collaborative Work That Will Appear in a Thesis or Dissertation

A thesis or dissertation must represent work done principally if not entirely by the author. When there are minor instances of research collaboration, an appropriate

citation may be used. If extensive, however, the committee must approve it in detail and an explanation in a Preface or Acknowledgments section is called for (see sections 5.1.8 and 5.1.9).

Once or twice recently two graduate students at UMass Dartmouth have considered submitting fully collaborative work in one joint thesis or dissertation. Although such a project has not yet been carried to completion, it is not, as a concept, prohibited. Both the dean of the college and the Office of Graduate Studies would be consulted and would have to approve.

8. 6 Format for Journal/Book Publication; Thesis or Dissertation Presentation of an Actual Publication

Some authors (or departments) will wish to use for the thesis or dissertation a format consistent with preparation for journal or book publication. This can be accomplished within the requirements of this manual, with some adjustments. The front matter pages would still appear as stipulated without running heads or other unapproved features. The main body of the thesis or dissertation can use a for-publication format within a reasonable interpretation of the stipulations of this manual for legible and attractive presentation. Including a thesis or dissertation in the library itself is an act of publication, to be distinguished from preparation of copy that is easy for publishers, editors, or typesetters to handle.

A work that actually has been published could possibly be presented as a thesis or dissertation. This can only occur if the published article was prepared specifically to meet the thesis or dissertation requirement for the degree; see section 7.5. A quality copy of this material would be copied onto thesis or dissertation paper, accompanied, as above, by front matter and other standard pages.

Students and faculty should discuss particular cases with their college dean and are advised to consult the Office of Graduate Studies about format.