Integrative Biology Ph.D. Program

Director:  
Dr. Rod Murphey

Associate Director:  
Dr. Ken Dawson-Scully

Program Coordinators:  
Michelle Cavallo & Cathy Trivigno
Financial aid

**TA**
- Academic year support (3 yrs)
- Based on performance as evidenced in TA Eval and fulfilling TA contract obligations
- Additional year support possible based on funding and performance in program and TA duties
- Must sign [TA contract](#)
- Must enroll in at least 1 credit
- ONLY your advisor can request a TA for you
- Salary = $20K/yr + tuition waivers

**RA**
- Grant-based (advisor)
- Can go from RA to TA with one semester notice
- $20K/yr. + tuition waivers
- Combination of RA/TA possible
- Other scholarships possible—consult advisor/E-Mail/FAU web page
- Once in the program, preference for aid if requirements are met
Registration

• 9 credits in Fall/Spring, 6 credits in the summer (max of 27 per year).

• MUST maintain 3.0 GPA for tuition waiver.

• Full time commitment required.

• Continuous registration (at least one credit per year). This is minimum. Need approval.
Course Requirements- see web page for courses

<table>
<thead>
<tr>
<th>Core courses (9 – 10 credits)</th>
<th>Electives</th>
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<tbody>
<tr>
<td>- Integrative Biology (3)</td>
<td>- Electives (9 credits) – selected by student and Supervisory Committee</td>
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<tr>
<td>- Scientific Communication (2)</td>
<td>- Three seminar/journal club/colloquium courses (not three credits) before graduation.</td>
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<tr>
<td>- Statistics (3 or 4)</td>
<td>- May have to take additional electives (Supervisory Committee’s decision)</td>
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**Lab Rotations**
- Required if you do not have an advisor.
Year 1

• Meet with Advisor and or Director to:
  • Form supervisory committee (1st semester)
  • Enroll in Integrative Biology I (1st semester)
  • Choose electives (Committee Approval)
  • Register for Advanced Research (BSC7978)
    • New incoming students must register for Lab Rotations (BSC 6905) in the first/second semester if you do not have an identified advisor.
• Meet with Prog. Coord. to initiate e-Plan of Study (1st semester)
• Submit e-Plan of Study (within first 4 wks of 2nd semester)
• Submit Research Compliance & Safety Form (Form 12) and obtain required trainings (RCR, IACUC, IRB) prior to beginning research
• Submit First Year Report and meet with Supervisory Committee after the end of the first academic year—Committee will recommend continuance in the program. Chair of supervisory committee to submit a brief report of this meeting to the Program Director.
Committees

- **Supervisory committee**
  - Three members including the advisor (chair)
  - MUST be formed before the end of semester 1
  - Must be Program Faculty

- **Dissertation committee**
  - Four members – Must have PhD
  - Three can be same as supervisory committee
  - One member MUST be from outside the immediate area of research
  - At least 3 members must be IB PhD Program Faculty
  - At least 3 members must be FAU Graduate Faculty
  - Committee MUST be in place one semester before candidacy exam.
Years 2-3

- Complete core and electives (3-4 semesters)
  - MUST complete all core courses prior to candidacy

- Register for Adv. Research in Integrative Biology (BSC7978) until Candidacy is attained

- Choose Dissertation Committee (4th semester)

- Register for Scientific Communication (4th Semester)

- Candidacy Exam: Dissertation research proposal (in NIH format), grant writing and defend (fifth semester)
  - Admission to candidacy (by end of year 2 or beginning of year 3)

- Failure of candidacy exam (after second attempt) will result in drop from the program

- Failure to complete candidacy exam by 5th semester will be considered a failed first attempt

- Register for Dissertation research credits (BSC7980) once Candidacy is attained
Candidacy exam

- Propose Dissertation research
  - (A) Oral defense seminar: presentation to the Dissertation Committee (open forum)
  - (B) Written Proposal: Write a grant application of the proposal in NIH/NSF format. Submit grant to committee at least two weeks in advance of Dissertation Research Proposal seminar

- These are the MINIMUM requirements (A & B)

- The committee MAY ask for additional testing

- Failed students have one more semester (last chance) in which to retake the exam.
Admission to Candidacy

• Must be admitted to Candidacy by end of year 2 or beginning of year 3 – No exceptions Can lose TA contract.

• Must Advance to Candidacy at least seven months prior to Dissertation Defense

• Must complete core and elective courses (18 credits) to advance

• Must have dissertation committee in place one semester before proposal

• Propose and defend research proposal to Dissertation Committee (open forum seminar)

• Submit signed (by Dissertation Committee) Admission to Candidacy Form (Form 8), copy of Dissertation Proposal, updated Milestones Checklist, and Annual Progress Report to Program Coord.

• See Student Guidelines and Policies
Years 3-5

- Continue dissertation research (minimum 25 credits)
- A minimum of seven months must elapse between attaining Candidacy and Dissertation Defense
- Grant writing
- Present results in internal/external meetings, peer reviewed publications
- With Committee’s permission, submit manuscript, post flyers and announce defense one month in advance of seminar to Program Coord. via email—committee must receive manuscript 1 month in advance of oral defense seminar.
- Present (seminar) dissertation to the committee and public
Yearly requirements

• **Milestones Checklist**
  - Update Milestones checklist once a year *(End of first semester and beginning of each subsequent Fall semester)*
  - This is student’s responsibility
  - Can update more frequently
  - Original is kept in your file
  - Registration for Fall semester- not allowed if checklist is not updated

• **Annual Research Progress Report** *(starting from end of second year)*
  - Due *(End of every Fall Semester)*
  - Once a year the research advisor and the student must submit a progress report on research activities.
  - Responsibility of advisor and student to complete report - Both must sign report
Best Contacts

Basic program related questions, paperwork, pay - contact mcavallo@fau.edu or trivigno@fau.edu

• Course related questions- Associate Director (Ken Dawson-Scully)

• TA/RA support - advisor to send request to Program Coordinator (Michelle/Cathy) and Lab Coordinator (Geri Mayer (Boca/Jupiter/HBOI) /Sheryl van der Heiden (Davie))

• TA lab assignment- contact gmayer@fau.edu or svander1@fau.edu

• Policy, candidacy and graduation issues-contact Michelle/Cathy or the Associate Director