

# Graduate Program Handbook

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**DEPARTMENT OF FOOD SCIENCE, NUTRITION, AND HEALTH  
PROMOTION\***

**COLLEGE OF AGRICULTURE AND LIFE SCIENCES**

**MISSISSIPPI STATE UNIVERSITY**

**MISSISSIPPI STATE, MS 39762**

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**[WWW.FSNHP.MSSTATE.EDU](http://WWW.FSNHP.MSSTATE.EDU)**

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\* *This Handbook serves as a guide and it is up to the Major Professor/Graduate Committee and the student to device the best path to conduct the graduate work in a timely and professional manner.*

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# THE FSNHP GRADUATE STUDY HANDBOOK

## FOREWORD

I would like to welcome you to the Department of Food Science, Nutrition and Health Promotion at MSU. Our department offers MS and Ph.D. degrees in various disciplines. No matter which degree program you are in, I hope that this Handbook will provide the necessary information to make your study successful and enjoyable.

This Handbook contains the graduate study policies and guidelines of the Department, College, and University, as well as the responsibilities of graduate students. In the beginning of your study, please read all parts of the Handbook to avoid misunderstandings or mistakes. Since this Handbook is the first edition for our department, there may be parts of the document that need to be improved or updated in the future according to new department, college and university policies. If you have any questions, please consult with your Major Professor who is your direct source of information, and can mentor you to complete your study.

I encourage you to participate in all graduate seminars, academic and social activities in the department. Each year, there are a number of scholarships and awards available in our university or in the region and the national organizations. I encourage you to apply for the scholarships and awards since the recognition of excellence through these awards/honors is very important for career development. Please seek advice from your Major Professor in preparing the documentation for these scholarships/awards/honors. Please pay attention to the appropriate e-mails for announcements of deadlines and guidelines for preparation for applications of the various scholarships and awards. Documentation of awards and honors on your resume will not only help you find employment, but also will help our Department demonstrate that our students are competitive in the nation and the world. By the year of 2030, there will be 8.3 billion people on the earth; and the study of food science, nutrition, dietetics and health promotion will be more and more important to feed the world population and to maintain health. The development of innovative science and technology is crucial for meeting the future needs. I encourage you to engage in original research and to present your findings in national scientific meetings.

Our department has a long record of successful graduate students. The expectation for our students to learn either in the classroom, on-line or research laboratories is high since we have an obligation to make sure that you get the very best education to continue this great tradition. On behalf of the graduate students and the department, I thank the entire graduate faculty body, particularly the Graduate Committee members under the leadership of our Graduate Coordinator, Professor Haque for their great contribution to make this first edition of Graduate Handbook possible, and for their relentless effort in guiding our graduate students. Finally, I welcome your visit with me in my office or communications through e-mails or phone calls to share with me your learning experience at MSU.

Sincerely,



Sam K. C. Chang, Ph.D.; CFS, Fellow of IFT and ACS-AGFD  
Professor and Head  
Department of Food Science, Nutrition and Health Promotion

### 3. INTRODUCTION

This handbook was developed to familiarize graduate students of the department of Food Science, Nutrition and Health Promotion (FSNHP) at Mississippi State University (MSU) with departmental policies. It is intended to supplement the information in the Graduate Bulletin of the Graduate School at MSU (<http://grad.msstate.edu/pdf/bulletin.pdf>) which is MSU's legal document describing graduate programs. Students are expected to be aware of the information contained therein even though it may be restated in this document.

The department offers Graduate Programs in three concentrations: (i) Food Science (Food Science and Technology)(FST), (ii) Human Nutrition (NTR) and, (iii) Health Promotion (HP). Sections in this document with concentration specific pertinence have been so identified by the above mentioned acronyms. It is the student's responsibility to ensure that all timelines and dates are met. The Office of the Graduate School has academic calendars and timelines posted at <http://www.grad.msstate.edu/>.

### 4. PRE-ADMISSION PLANNING, RESEARCH, AND TESTS

A. Information gathering: Prior to initiating the admission process, the applicant should acquaint himself/herself with the process and all the available resources by visiting relevant websites.

1) **Relavant Websites:** MSU's Office of Graduate School (<http://grad.msstate.edu/>) and Office of Registrar (<http://www.registrar.msstate.edu/>) concerning should be carefully followed for the following;

- a) Information related to the admission process
- b) Admission related forms (<http://www.grad.msstate.edu/forms/>)
- c) Information related to the admission process
- d) Rules and policies related to graduate study at MSU
- e) Graduate study related deadlines ([http://grad.msstate.edu/academic\\_calendar/](http://grad.msstate.edu/academic_calendar/))
- f) Calendars
- g) Graduate Faculty resources (Annexure C)
- h) Schedules

2) **Course Offerings:** Course catalog at [https://mybanner.msstate.edu/prod/wvskctlg.P\\_SelSubject](https://mybanner.msstate.edu/prod/wvskctlg.P_SelSubject) (search under Food, Nutrition & Health Promotion) for course titles, descriptions and pre-requisites.

#### Domestic Application Checklist

- Application (if not applying electronically)
- \$60.00 (non-refundable) Application Fee (not required of full-time benefits-eligible MSU employees)
- Statement of Purpose
- Three Letters of Recommendation
- GRE scores
- Official transcript showing bachelor's degree or progress toward degree
- Official transcript showing all work after bachelor's degree

B. Pre-admission tests: The applicants must take tests to qualify for admission to the graduate school. These have to be taken prior to review of application for admission. They are:

1) GRE. Verbal, quantitative, and analytical writing and score equal to or greater than the university and departmental minimum [Sections 5.A. (c) and (d) below].

- 2) English proficiency test (only for non-native English speakers). Applicant who scores less than the MSU and departmental minimum may be permitted to take remedial English as a second language (ESL) courses at MSU until a satisfactory level of proficiency is reached prior to formal admission.

## 5. APPLICATION PROCESS.

The applicant starts the admission process when the pre-admission activities are complete. The work-flow consists of two parts leading to departmental screening by the concentration specific graduate faculty that is channelized and recorded by the Graduate Coordinator.

**A. Applicant’s part:** The Office of Graduate School encourages on-line application at

International Application Checklist

- Application (if not applying electronically)
- \$60.00 non-refundable Application Fee
- Statement of Purpose
- Three (3) Letters of Recommendation
- GRE scores
- Official Academic Records (in native language along with translated copies if appropriate)
- Document of Support Form must be completed, including all required signatures (not required if Distance Learning)
- Bank Letter or other Document of Financial Support (not required if Distance Learning)
- TOEFL or IELTS Score

Table 2 International application checklist

<http://www.grad.msstate.edu/>. processed until the application fee has been paid. The statement of purpose and letters of recommendations are required to submitted electronically along with the names and email addresses of the recommenders. All instructions related to submission of transcripts and processing fee are given in the (<http://www.grad.msstate.edu/pdf/bulletin.pdf>) under “admission Requirements.” Domestic and international students must carefully follow their respective checklist and apply before the deadline (Tables 1 &2). Application received after the final deadline dates (Table 3) will cannot be guaranteed admission for the desired academic terms.

**B. Action by the Office of Graduate School:** Once the Office of the Graduate School is satisfied that all documents have been provided and requirements met, the departmental Graduate Coordinator is given electronic access to the applicant’s dossier and all related documents for screening by concentration specific graduate faculty members at FSNHP.

<u>Applying For</u>	<u>Domestic Deadline</u>	<u>International Deadline</u>
Fall Semester	July 1	May 1
Spring Semester	November 1	September 1
1 <sup>st</sup> Summer Term	April 1	March 1
2 <sup>nd</sup> Summer Term	May 1	March 1

Table 3. Important Deadlines

## 6. DEPARTMENTAL PROCESSING.

**A. Regular admission requirements.**

- 1) Academic background: Baccalaureate (four year degree) for entry into the MS program and 60 credit hours beyond baccalaureate for admission to the PhD program if a Master’s degree was not earned.
- 2) Academic standing: All applicants are required to concentration specific *GPA*: FST and NTR applicants must have a GPA of 3.0 or better. HP applicant must have a GPA of 2.75 or better.
- 3) Recommended standardized test scores: Graduate Record Examinations (GRE). These are tests created and administered by Educational Testing Service (ETS), must be taken prior to admission. The scores remain valid for five years and must be retaken if this

period lapses.

- a) Recommended scores of Verbal and Quantitative sections of the GRE must total  $\geq 280$  (or  $\geq 800$  if taken before Aug 2011) and at least 140 (on a scale of 130 to 170) for each section for regular admission.
  - b) Analytical writing: Score of 4 (on a scale of 6) or better is preferred.
  - c) English proficiency test. Additional test scores related to English proficiency are required for non-native English speakers only. Any of the following tests may be taken:
    - i) TOEFL (paper based) : Must score 550 or better
    - ii) TOEFL (computer based): Must score 213 or better.
    - iii) iBT : Must score 80 or better.
- 4) Pre-admission interviews. Applicants are encouraged to visit, physically or electronically (e.g., email, Skype), with faculty members of the Department to review program and discuss their specific concentration dependent academic and/or research interests.

## B. Contingent and Provisional admission requirements:

On the recommendation of the FSNHP Graduate Faculty and concurrence of the Graduate Coordinator applicants may be granted contingent or provisional admission to the FSNHP program as expounded in 5.B.(a) and (b) below:

- 1) **Contigent:** Applicants, who meet all other regular admission requirements but score less than the minimum in any of the three English proficiency tests they have taken (listed above), may be granted “contingent” admission with the condition that he/she take one semester of English as a Second Language (ESL) followed by a technical writing course at Mississippi State University. Successful completion of these two conditions in addition to any other preadmission conditions are required prior to submission of documents to the Office of Graduate School for regular admission.
- 2) **Provisional:** Applicants with boderline GRE score/s or those with educational background allied to but not specifically in FST, NTR or HP, may be admitted provisionally and be required to take “leveling” courses to strengthen his/her foundation for graduate study in the sdsired concentration.

## 7. SELECTION OF THE MAJOR PROFESSOR:

This is concentration specific (See section in page 14)

## 8. SELECTION OF RESEARCH ADVISOR:

This is concentration specific (See section in page 14 )

## 9. PROCEDURE FOR CHANGING MAJOR PROFESSOR:

This is concentration specific (See section in page 11)

## 10. POST-ADMISSION ACTIVITY

- A. **Graduate student worksheet.** All newly accepted graduate students are required to fill out and sign a Graduate Student Worksheet at the start of his/her program (Appendix A).
- B. **Course selection.** Admitted student enrolls in required courses listed under section 13 below depending on his/her desired concentration area. This can ONLY be done after consultation with Major Professor who advises based on research requirement and the students background.
- C. **Cumulative grade point average (GPA) requirement:**
  - 1) Students without funding: **Students are required to maintain a GPA of 3.0 or better to remain in good standing.**
  - 2) Students receiving departmental assistantships: **Students receiving departmental assistantships** must maintain a minimum **GPA of 3.25** or better to qualify for and retain the assistantship.

## 11. ASSISTANTSHIPS:

- A. **Automatic termination.** As stated in the MSU Graduate School Bulletin (<http://grad.msstate.edu/pdf/bulletin.pdf>) under general requirements, a student's progress is considered satisfactory unless judged to be unsatisfactory by the department and/or the dean of the college offering the program. The Office has fixed a set of standards that the graduate student is advised to check. The Bulletin also states that individual programs have the right to establish their own criteria. Any one of the following criteria, or any combination of these, may constitute the basis for the termination of a student from Graduate Assistantship (GA) and graduate study in FSNHP:
- B. **Required performance:**
- C. Failure to maintain a "B" average in graduate courses attempted after admission to the program,
  - 1) A grade of U, D, or F, in any course in his/her program of study.
  - 2) More than two grades below a B
  - 3) Failure of the comprehensive/preliminary examination
  - 4) An unsatisfactory evaluation of a thesis or dissertation
  - 5) Failure of the research defense
  - 6) Failure of a required component of program of study: The student's Major Professor, Graduate Coordinator, and/or the Department Head will address this on an individual basis.
  - 7) Fulfillment of related duties: A graduate assistant unable to fulfill duties, as required by his/her job-description and requirement, will lose the assistantship.
- D. **Departmental action :** The process of termination will involve the following:



- 1) The graduate student who is being terminated will be asked by his/her major professor to leave the program and may give the Major Professor or the Department Head a letter/statement of program withdrawal.
  - 2) If the student does not hand in a letter/statement of program withdrawal, the Major Professor and Department Head will notify the student in writing of the student's dismissal from the graduate program due to any or a combination of the above criteria.
- E. **Suggested Duration of Graduate Assistantships:** If and when available, the maximum durations will be:
- 1) MS: no more than 2 to 2.5 years
  - 2) PhD: no more than 3 to 4 years

## 12. TRANSFER OF CREDITS OF GRADUATE COURSE WORK COMPLETED ELSEWHERE

Only credits with a grade of "B" or better from comparable accredited programs are accepted for transfer credit. Grades of "S" or "Pass/Fail" are not acceptable for replacement of required courses for MS and PhD in FSNHP .

- A. **Master of Science Degree:** Completed graduate course work may be accepted toward fulfilling requirements for this degree with the approval of the student's Graduate Committee if the following conditions are met:
- 1) The degree-granting program must approve transfer.
  - 2) Transfer credit may not constitute more than nine semester hours (excluding research and thesis credits).
- B. **Doctor of Philosophy Degree:** With the approval of the student's Graduate Committee, graduate course work done elsewhere may be accepted toward fulfilling requirements for this degree.
- 1) Transfer must be approved by the degree-granting program.
  - 2) One-half of the course work, exclusive of all dissertation credit hours, must be taken at Mississippi State University.
  - 3) Approval form: Transfer Approval Form (TAF) (<http://grad.msstate.edu/forms/>) must be completed and signed by the committee, the Graduate coordinator and the Dean of Graduate School
- C. **Time Limitations:** The time limit on credits earned that can be accepted toward fulfilling the requirements for a Master's and Ph.D. degree are six and eight years, respectively. .

### 13. COURSE REQUIREMENTS FOR GRADUATE STUDY

#### A. Master of Science - FST Concentration

The M.S. concentration in FST requires a minimum of 30 hours of graduate credit including six hours of research/thesis. There must be demonstrated competence in at least, but not limited to, the following areas: food microbiology, food chemistry, food processing, statistics (graduate level), and biochemistry (one graduate level). This competence may be demonstrated by taking one or more courses in the subject area, and can be achieved as part of the program of study or as leveling courses for those students lacking a B.S. degree in FST.

1) Core courses include:

- a) FNH 6243 Composition and Chemical Reactions of Foods
- b) FNH 6241 Applied Food Chemistry
- c) FNH 6414 Microbiology of Foods (BIO 3404)
- d) FNH 6583 Food Preservation Technology
- e) ST 8114 Statistical Methods or CVM 8143 Epidemiology/Biostatistics or equivalent.
- f) FNH/BCH 6253 Macronutrients or BCH 6303 Biochemistry or equivalent.
- g) FNH 8111-41 Graduate Seminar

2) Some other relevant courses include but are not limited to the following:

- a) FNH 6314 Meats Processing,
- b) FNH 6513 Poultry Processing,
- c) FNH 6573 Food Engineering Fundamentals,
- d) FNH 6613 Seafood Processing,
- e) FNH 6143 Dairy Foods Processing.
- f) FNH 6293 Micronutrients

Additional available courses in FST as approved by the Graduate Committee  
([https://mybanner.msstate.edu/prod/wwsctlg.P\\_SelSubject](https://mybanner.msstate.edu/prod/wwsctlg.P_SelSubject))

#### B. Master of Science – NTR Concentration

The M.S. concentration in NTR requires a minimum of 33 hours of graduate credit including six hours of research/thesis. Course requirements include courses in biochemistry, statistics, research methods, and additional courses from FSNHP and other supporting disciplines.

1) Required core courses include;

- a) FNH 6253 FNH/BCH 6253 Macronutrients or BCH 6013 Principles of Biochemistry,
- b) FNH 8253 Nutrition and Food Science Research Techniques,
- c) FNH 8111 Seminar,
- d) ST 8114 Statistical Methods, or equivalent.

2) Some other relevant courses include but are not limited to the following:

- a) FNH 6193 Social and Cultural Aspects of Food,
- b) FNH 6223 Sports Nutrition,

- c) FNH 6233 Medical Nutrition Therapy,
- d) FNH 6263 Nutrition and Chronic Disease,
- e) FNH 6273 Nutrition Assessment,
- f) FNH 6293 Micronutrients,
- g) FNH 6353 Nutrition Throughout the Life Cycle,
- h) FNH 8233 Maternal, Infant and Child Nutrition,
- i) FNH 8243 Community Nutrition,
- j) FNH 8273 Advanced Clinical Nutrition.

Additional available FNH courses as approved by the Graduate Committee ([https://mybanner.msstate.edu/prod/wwsctlg.P\\_SelSubject](https://mybanner.msstate.edu/prod/wwsctlg.P_SelSubject)).

### C. Master of Science – HP Concentration

The M.S. concentration in Health Promotion requires 33 hours of credits and offers Thesis and Non-Thesis options. Students are typically able, but not required to complete requirements in one calendar year. Courses are offered on campus and through distance learning. The program requires the following.

#### 1) Core Courses (15 hours):

- a) FNH 8513 Theory and Practice of Health Education
- b) FNH 8523 Health Promotion Techniques
- c) FNH 8553 Behavioral Epidemiology
- d) FNH 8613 Design and Administration of Health Promotion Programs
- e) FNH 8653 Implementation and Evaluation of Health Promotion Programs

#### 2) Research Methods (9 hours):

- a) FNH 8563 Principles of Epidemiology and Health Science Research
- b) KIN 8313 Interpretation of Data in Kinesiology or EPY 6214 or equivalent approved by major professor
- c) FNH 7000 Directed Individual Study

#### 3) Elective Choices (9 hours)\*:

- a) FNH 8193 Problems in Health Education
- b) FNH 8543 Health Education for Diverse Populations
- c) FNH 6393 Prevention and Control of Disease
- d) FNH 8623 Current Issues in School Health
- e) FNH 6773 Environmental Health
- f) FNH6783 School-Community Drug use Prevention

Other electives are available with the consent of the Graduate Committee ([https://mybanner.msstate.edu/prod/wwsctlg.P\\_SelSubject](https://mybanner.msstate.edu/prod/wwsctlg.P_SelSubject)).

## 14. DOCTORAL DEGREE IN FST AND NTR

The student must demonstrate competence in at least, but not limited to, their concentrations of specialization including statistics (beyond statistical methods) and biochemistry (decided by

Graduate Committee). To earn the PhD degree, the candidate must demonstrate mastery in his/her field of knowledge and convince the Graduate Committee that his/her dissertation has meaningfully extended the boundary of human knowledge in the area of Food Science or Nutrition.

- A. **Course requirements:** The Food Science and Nutrition Ph.D. candidates are required to meet all the course work requirements for a M.S. and complete (or prove competency) of at least one more semester of a graduate biochemistry course and a statistical course (beyond Statistical Methods).
- B. **Research requirements:** A research project for Ph.D. students will be considered for approval when the Major Professor and the student have the project proposal ready to present to the Graduate Committee. This approval will come from the Graduate Committee and must be done prior to significant dissertation research being accomplished. It is the student's responsibility to ensure that timelines and dates are met. The Office of the Graduate School has academic calendars and timelines posted at <http://www.grad.msstate.edu/>.
- C. **Minimum hours:** The minimum number of coursework hours for a Ph.D. student varies according to the specific requirements of the concentrations and the student's requirements, but needs to be at least 60 hours beyond the B.S.
- D. **Minor:** In setting up the Ph.D. candidate's program of study, the Graduate Committee assists the student in arranging his/her major and may specify a minor as well. When required, a minor in a doctoral program requires at least 12 additional hours of graduate coursework relevant to the minor.
- E. **Directed individual study courses (DIS):** Some directed individual study courses, numbered at the 7000 level, may be approved for use in meeting the requirement of courses at the 8000 or 9000 level. A maximum of **six hours** in 7000 level courses receive 8000 level credit. The DIS form must be filled and approved prior to taking the course.
- F. **Research seminar:** At the conclusion of the dissertation research, the student will present their research in the form of a thesis defense seminar, immediately prior to the dissertation defense. This is in addition to the Graduate seminar taken for credit in the program of study.

#### 15. **DEPARTMENTAL GRADUATE SEMINAR:**

Attendance is strongly encouraged for all face-to-face graduate students conducting research. In addition, the graduate student will present one or two relevant seminars as part of the core requirement (see FNH 8111-41 Graduate Seminar in page 8) as instructed by the Graduate Faculty member responsible for the graduate seminar course.

#### 16. **GRADUATE STUDY RELATED DOCUMENTATION AND RECORD KEEPING**

All forms except for the program of study form can be found at;  
(<http://grad.msstate.edu/forms/>)

**17. GRADUATE STUDY RELATED DOCUMENT HANDLING BEFORE FINAL EXAM**

- A. **Development of Program of Study:** A graduate student's program of study should be developed after the first semester of full-time enrollment or upon completion of at least 12 hours of coursework. This necessitates the Graduate Committee meeting, developing, and approving the program of study.
- B. **Submission to Department:** During their second semester of enrollment, doctoral students are required to give an approved copy of their program of study to FSNHP Graduate Coordinator.
- C. **Changes and record keeping:** Changes to the doctoral programs of study and changes in the Graduate Committee are housed in the department. Changes in the program and/or committee can only be made with the concurrence of the Major Professor and the Graduate Coordinator.
- D. **Submission of documents to the Graduate School:** The following completed forms, that are available on-line (<http://www.grad.msstate.edu/forms/>), must be submitted to the Office of Graduate School least two weeks prior to the final defense, the following are submitted:
  - 1) Committee request form
  - 2) Completed program form
  - 3) Change forms (if any)

**18. GRADUATE STUDY RELATED DOCUMENT HANDLING AFTER FINAL EXAM**

- A. **Qualifying exam and preliminary related documents:** When the student presents the qualifying exam and/or the preliminary exam, the respective form with the decision is sent to the Graduate School.
- B. **Final oral examination and examination results form:** The following documents are submitted to the Office of Graduate School when the student presents their final oral examination,:
  - 1) Examination results form
  - 2) PhD candidacy form
  - 3) Graduation check-list<sup>1</sup>
- C. **Timeline:** It is the student's responsibility to ensure that all timelines and dates are met. The Office of the Graduate School has academic calendars and timelines posted at <http://www.grad.msstate.edu/>.
- D. **Thesis/Dissertation Preparation:** Thesis format should follow University regulations

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<sup>1</sup> The student and Major Professor complete the degree audit form and submit to the Graduate Coordinator for approval prior to submission.

<http://grad.msstate.edu/current/thesis/>). In consultation with the Major Professor, a leading journal in the relevant to the graduate study should be used as a format for references. The latest version of the template available from the MSU library must be used. The student is responsible to keep track of all deadlines. The review process is interactive between the Major Professor and the student and final approval can take anywhere from a few hours to weeks, depending upon the extent of the necessary revisions and how diligent the author is when making the changes and corrections. All charges for preparing graphs, charts, typing and binding of the dissertation are paid by the student. In addition, one bound copy of the abstract and dissertation must be presented to the Major Professor and committee members.

## **19. RESIDENCE REQUIREMENT**

### **A. MS Students:**

- 1) There is a residence requirement for the Master's student of a minimum of 30 weeks. A student earns residence credit at the following rates.
- 2) During a regular semester, nine hours or more earns 15 weeks of the required residence credit.
- 3) During a five-week summer session, four hours or more earns five weeks residence.
- 4) Part-time students earn residence credit equal in weeks to the semester hours scheduled.
- 5) Night classes, week-end classes, and three-week short-term classes carry residence credit equal to the number of semester hours earned.

### **B. PhD students:**

- 1) For those students in the doctoral program, three years or the equivalent must be spent in coursework and in research.
- 2) A student who does part of their doctoral program elsewhere spends the final year in residence at MSU.
- 3) At some time in his/her doctoral program career, the student is required to devote one full semester or two semesters half-time to his/her graduate program.

## **20. GRADUATION REQUIREMENTS**

To be eligible for graduation, a student must have completed all program requirements and have achieved a "B" average or better in all coursework taken while in the degree program. A completed bound thesis or dissertation must be left with the Major Professor, each member of the student's Graduate Committee, and the Department.

## **21. EXAMINATIONS**

This is required of all students but is concentration specific (See Section G below).

## 22. SCHEDULING OF THESIS/DISSERTATION SUBMISSION

Dissertation/Thesis: A paper and electronic draft copy of the dissertation approved by the Major Professor must be provided to the members of the Graduate Committee at least 14 days prior to the scheduled final exam.

- A. **Registration:** The candidate must be enrolled as a MSU student during the semester in which the final examination is taken. Exception is made for students finishing in May and graduating in June.
- B. **Announcements:** An announcement is posted two weeks ahead of the final examination and distributed to all FSNHP faculty and students.

## 23. REQUIREMENTS FOR ADMISSION TO THE DOCTORAL CANDIDACY

Candidacy for admission to PhD candidacy is subject to conditions set forth in the Graduate Bulletin of the Office of Graduate School (<http://www.grad.msstate.edu/pdf/bulletin.pdf>). These are subject to change and include the following:

- A. The dissertation topic must have been selected and approved
- B. Satisfactory completion of graduate Program of Study as deemed appropriate by the graduate committee.
- C. The research skills requirement(s), if required, must have been completed prior to taking the preliminary examination.
- D. Preliminary examination must have been passed by the student.
- E. The final graduate program must have been officially approved and accepted in the Office of the Graduate School.
- F. Admission to candidacy form must be submitted to the Office of Graduate School
- G. All required forms are available on-line at <http://grad.msstate.edu/forms/#doc> .

## 24. RESEARCH SEMINAR AND ORAL EXAM

Only required for FST and NTR students (see section on page 18 below).

## 25. GRADUATION CHECKLIST

A checkout sheet should be obtained by the student through the Graduate Secretary. He/she ascertain that all required forms (<http://grad.msstate.edu/forms/>) are completed and submitted before leaving campus.

- A. Annual Report Form
- B. Graduate committee appointment form
- C. Master's/Doctoral degree academic program form
- D. Change in admission status (provisional to regular if required)
- E. Master's/doctoral program change form
- F. PhD preliminary exam or Master's degree report of oral or written examination

## G. Check-Out Sheet

### 26. CONTINUATION FROM MS DEGREE INTO THE PH.D. PROGRAM

The student must reapply through the Office of Graduate School at Mississippi State University. Their file will be reviewed, together with all other applicants for graduate study, as part of the regular review process by the concentration specific Graduate Faculty of FSNHP.

### 27. EXIT CHECKLIST:

Upon graduating or leaving the Department, graduate students must:

- A. Return all University issued keys
- B. Deliver a bound copy of their thesis/dissertation to the Department
- C. Complete an exit survey/interview with the Department Head or designated person

### 28. CONCENTRATION SPECIFIC REQUIREMENTS, OPTIONS, AND POLICIES

Abbreviations: Food Science: FST, Nutrition: NTR Health Promotion: HP, All concentrations: FSNHP.

#### A. FST AND NUTRITION: MANUSCRIPT REQUIREMENT

This is a concentration dependent requirement and applies only to the FST and NTR students.

- 1) **Policy on authorship:** Criteria for deciding claim to co-authorship and authorship order are as follows:
  - a) Eligibility: The coauthor must have the ability to explain and defend methodology and data pertinent to their specific contributions to the study in public or scholarly settings.
  - b) Participation: Someone who had substantial participation in at least two of the of the following criteria:
    - i) Conception and design of the study,
    - ii) Development of methodologies,
    - iii) Data acquisition
    - iv) Bench-top work
    - v) Analysis of data.
    - vi) Interpretation of data.
  - c) Time-frame: Right to first authorship is lost if the manuscript is put on hold for more than one month after the final defense without a legitimate excuse granted in writing by the Major Professor.
  - d) Allocation of credit and order of authorship: The Major Professor decides the authorship and their order based on the following:
  - e) Publication-ready submission: The final manuscript to be completed by the first author



cannot just be a copy of the thesis/dissertation being used as a placeholder. It must be ready in terms of the overall presentation, i.e., well-written abstract, introduction, description of results, appropriate/relevant discussion, conclusion, bibliography (as MS Word doc and Endnote or Zotero library), high quality figures, figure legends. All tables must be with all required statistical notations and complete and self-explanatory footnotes.

- f) The Major Professor decides if the submitted finished manuscript is of publishable quality or just a placeholder which will not be accepted since delayed submission and/or rejection jeopardizes the standing of the project and possibility of future finding.
- g) Priority for first authorship: The submitting graduate student has the highest priority when the manuscript is of publishable quality and can be submission to a refereed journal without any further work.
- h) Designated first authorship: When the submitted manuscript is NOT of publishable quality, either the Major Professor or his/her designated coauthor will rewrite/revise and be the first author.
- i) Honorary Authorship: A claim of authorship by persons who may have been associated in some way with a study but do not meet the criteria listed above may constitute unethical research practice.
- j) Senior scientist: A senior scientist is generally defined as the person who initiates and oversees a project, supervises and advises the junior researchers, and makes intellectual contributions to the project. In the case of graduate student thesis or dissertation research, the senior scientist is the student's Major Professor.
- k) Acknowledgments in publications: Contributions that do not justify authorship should be acknowledged separately in the notes to the manuscript. These may include general supervision of a research group, assistance in obtaining funding, or technical support.

**B. FST & NTR: Selection of the Major Professor** (See flow in section 7 above): Based on information gleaned from the submitted documents, availability of funding and ongoing research of the faculty member, one or more may decide to be the applicant's Major Professor.

- 1) One accepting Major Professor. The Graduate Coordinator reviews the documents, recommends admission to the Graduate Dean, and assigns the potential incoming graduate to the accepting Major Professor.
- 2) More than one accepting Graduate Faculty. The placement of the graduate student is decided based on the following:
  - a) The recruiting faculty member has the first priority.
  - b) Student has the next priority. The Department maintains a proactive position in assisting the student in identifying an appropriate Major Professor of his/her choice and is allowed to do so within a given timeframe.
  - c) If both item (1) and (2) fail then Graduate Coordinator makes a decision based on the funding situation. The order is; Availability of full-funding> partial-funding> perhaps funding will be available future in the future> no funding.
  - d) If all the above fail, the Graduate Coordinator assesses the needs and interests of the

student and the accepting Major Professors.

- e) Once the selection is amicably finalized, the Graduate Coordinator recommends admission to the Graduate Dean, and assigns the potential incoming graduate student to the accepting Major Professor.

**C. FST & NTR : Selection of Research advisor** (See flow in section 8 above).

- 1) The Major Professor is ordinarily the student's academic and research advisor.
- 2) In some cases, it may be appropriate that the student's research program is directed by another faculty member. In that case, the academic advisor will retain the designation of Major Professor and will be responsible for providing Graduate for graduate course work, while the Research Advisor will direct the thesis research.
- 3) The graduate student's Major Professor shall be a FST or NTR (depending on concentration) graduate faculty member; the Research Advisor may be a graduate faculty member from MSU.

**D. FST & NTR: Procedure for Changing Major Professor advisor** (See flow in section 9 above).

- 1) A student may transfer to another Major Professor provided it is agreed upon by the student and the new Major Professor.
- 2) Change is initiated by the student using the official electronic form (appendix) and he/she follows the following steps;
- 3) Student complete and signs the Major Professor Change form that can be downloaded from the departmental webpage or obtained from the departmental office.
- 4) He/she obtains the signatures of the present and future Major Professor.
- 5) Submits the request electronically to Graduate Coordinator
- 6) Graduate Coordinator discusses/gets email confirmation from each professor.
- 7) Once the confirmations are received from both professors, the Graduate Coordinator electronically signs the form.
- 8) If needed, the department head may intervene if there are any problems that cannot be resolved among the professor and student.
- 9) The student obtains the official forms for program of study and committee change forms, completes them, obtains all signatures, and submits to the Graduate Coordinator.
- 10) Graduate Coordinator submits the completed form to the OGS for appropriate action

**E. FST & NTR: RESEARCH REQUIREMENTS RELATED ACTIVITIES (SEE FLOW IN SECTION ABOVE).**

In-depth laboratory research or field experimentation is required of the FST and NTR graduate students. The following steps must be taken in the order listed below.

- 1) The research project: The research topic is usually one that contributes to a research area for which the Major Professor may have funding in to support the graduate student's research project.
- 2) Selection of Thesis/Dissertation topic: The research topic is mutually agreed upon by the

- student and his/her Major Professor and the student's graduate committee.
- 3) Literature review. The student conducts a preliminary literature review to ascertain the state of the art and facilitate submission of a thesis/dissertation research proposal to his/her Major Professor.
  - 4) Research proposal: A completed research proposal of the research to be conducted by the graduate student must be completed by the student during the first semester for both MS and PhD students.
  - 5) Onset of research: The in-depth laboratory or field experiments is initiated by the student under the guidance of the Major professor once he and the student's committee are convinced of the potential significance of the proposed original research. In-depth laboratory or field experiments are planned, scheduled and approved on a timely manner.
  - 6) Laboratory space. The Major Professor arranges space for the project and use of research laboratory facilities, when necessary.

#### **F. FST & NTR: Annual reports.**

The Graduate Student Annual Report must be submitted to the Departmental Office each year irrespective of the type of appointment. The Annual Report is by June 1st of each year (following Monday if it is within a weekend). The contents must include:

- 4) Was any graduate funding received?
- 5) Graduate committee;
  - a) Composition,
  - b) Changes if any, and
  - c) Meeting dates
- 6) Academic progress;
  - a) Courses taken
  - b) Credits received
  - c) Grades received
- 7) A short summary of research accomplishments and professional development activities.
- 8) Report related work-Flow:
  - a) One week before the deadline: Report is first submitted to the Major Professor for his/her comments.
  - b) Once both the Major Professor and student agree on the final copy, both sign and submit via student's email (copy to Major Professor and committee members) to the Graduate Secretary in the Departmental office.
  - c) Review and final approval by the Graduate Coordinator.

#### **G. FST & NTR REQUIREMENTS FOR EXAMINATIONS**

- 1) **Master's Degree:** In addition to all coursework and thesis completion, each M.S. student is required to take a comprehensive oral examination on academic subject matter and in defense of their thesis research.

2) **PhD Students:** Doctoral students will be administered three separate examinations as listed below. These examinations are administered by the student's Major Professor, Graduate Committee, and the Graduate Coordinator (and others as appointed by the Department):

- a) A written preliminary examination.
- b) An oral preliminary examination.
- c) The final defense of the dissertation research.
- d) In some cases, a written and an oral qualification exam may be needed and administered the first semester of the Ph.D. applicant.

#### H. **HP REQUIREMENTS FOR EXAMINATIONS**

Master of Science students in the Health Promotion concentration complete a comprehensive examination covering the five core classes in the program(see curriculum sheet) administered and evaluated by HP faculty. The examination is administered by the student's Major Professor, Graduate Committee, and Graduate Coordinator. After the student successfully passes all required exams, he/she will be admitted to candidacy.

#### I. **FST & NTR: requirement of open seminar and final oral exam**

- 1) **Open seminar:** As part of the examination, the graduate student presents an open seminar. Anyone can attend the thesis/dissertation seminar presentations. Should the graduate coordinator not be in attendance for the defense, certification will be given only after all committee members have given their approval.
- 2) **Oral examination:** A closed door oral examination on the thesis/dissertation is conducted by the research Graduate committee on an approved and preannounced date .
  - a) **Role of Major Professor:** The student's Major Professor presides at the defense and ensure it is conducted in an appropriate and equitable fashion that is consistent with departmental standards. The student's Major Professor will participate in questioning as well as post-exam discussions and will vote.
  - b) **Submission of results to the Office of Graduate School:** When the MS or PhD final examination is passed, the Mississippi State University form reflecting completion of requirements for degree is completed and signed by the major professor and members of the graduate committee and submitted to the office of graduate school for open research seminar and oral examination

#### J. **Minor in the FST and NTR Concentrations:**

- 1) **Master of Science program of study:** At least nine credit hours of graduate-level FNH courses must be taken for a minor in FST or NTR.
- 2) **Doctoral Program of study:** At least 12 hours of graduate-level FNH courses are required. There are no specific courses required for the minor in FST or NTR. A committee member, usually the Minor Professor, from FSTor NTR, is required to be on the graduate student's committee.

## **K. FST & NTR: Manuscript Expectation**

The following scholarly achievement are expected of all graduate students prior to scheduling the final examination (see page 14 section 1)d):

- 1) Master's student: At least one thesis related manuscript submitted to a refereed journal specific to his/her field of work and one scientific presentation.
- 2) Doctoral student: At least two dissertation related manuscripts accepted for publication in a refereed journal specific to his/her field of work and two scientific presentations.

## Appendix A: Graduate student worksheet

### M.S. DEGREE IN EITHER FST, NTR OR HP CONCENTRATION

This worksheet is intended to help monitor your graduate program. It is not intended as a comprehensive record of your program, rather it is to ensure meeting the minimum requirements as outlined in the FSNHP Graduate Student Handbook. It does not substitute for a thorough reading and understanding of the Graduate Student Handbook or the MSU Graduate Studies Catalog.

#### A. The following are required of all M.S. students:

- 1) A public presentation related to student's research work on completion of graduate work.
- 2) Oral examination: A closed door oral examination on the thesis/dissertation is conducted by the research Graduate committee.
- 3) Obtain a graduate student handbook.
- 4) Select courses in consultation with Major Professor and Graduate Committee
- 5) Register for 9 credits during Fall and Spring semesters and 6 credits during summer semester if awarded an assistantship).
- 6) Maintain at least a 3.0 grade point average.
- 7) File an annual report of course work and thesis work, due on June 1 each year.

#### B. International Students (before the first term):

- 1) Complete English as a Second Language (ESL) courses if/when required and as stipulated contingencies.
- 2) Fullfill other contingencies if any.
- 3) Obtain clearance from the Office of Graduate School
- 4) Obtain health insurance.

#### C. Provisional Students:

- i. The Office of Graduate School must receive and accept a change in admission status form after requirement provisions and/or contingencies, as specified in letter of admission, have been met.

#### D. Graduate Committee Requirements:

- (a)** At least three MSU graduate faculty members; minimum of two from FSNHP; third member may be from FSNHP or another

#### E. Sequential Graduate Student Activities

- 1) Enroll, as advised by major professor, in concentration specific prerequisite/collateral courses

- 2) Before the end second semester or starting research, whichever comes first, obtain all signatures on the following forms and submit the originals to the Major Professor with electronic copies (pdf in color) to the Graduate Coordinator:
  - a) Approved thesis proposal
  - b) Graduate Committee Appointment
  - c) Graduate degree academic Program
  - d) Appropriate approvals received from the University Committee on Research Involving Animals and/or Human Subjects as specified in Graduate Studies Catalog.

F. Final Term/Graduation:

- 1) Check Schedule of Courses and calendar to determine deadlines for graduation.
- 2) Fill out Graduation Information Sheet at the Registrar's Office for final semester.

G. Thesis Preparation/Submission:

- 1) Follow university regulations for thesis format.
- 2) Use the template set by the MSU Library (James Nail's Template)
- 3) Submit in format as instructed, final draft of thesis to Major Professor:
  - a) Major Professor makes corrections and suggest rewrites (he cannot rewrite your thesis for you).
  - b) Respond to Major Professor's corrections in a timely and orderly fashion.
  - c) Resubmit after addressing ALL corrections and suggestion. This process can take two weeks or more – calculate your time-line accordingly.

H. Submit the thesis to Committee Members at least two weeks before the planned defense ONLY after obtaining the Major Professor's written permission (Email).

I. Prepare manuscript(s) based on thesis

J. Schedule final oral examination (must distribute email/flyer

K. Post announcements (at least a week ahead).

L. Prepare abstract for thesis (150 words or less)

M. Electronically submit thesis to the Graduate School and distribute copies of thesis to Major Professor and committee members

N. Request Final Graduation Checklist form completed by Major Professor.

## APPENDIX B:

### ***INSTRUCTIONS RELATED TO PROPOSAL FOR RESEARCH REQUIRED FOR FULFILLMENT OF A GRADUATE DEGREE IN FST OR NTR CONCENTRATIONS OF THE GRADUATE PROGRAM IN FSNHP.***

(Read the suggestions carefully and then fill out the template at the end. Check with your Major Professor whether following the format set in this template will suffice)

1. **Title:** This can change, but make sure to include important ‘key words’ that will make your proposal relevant to you Major Professor’s ongoing work, existing funding and expertise housed in the department of FSNHP. Make sure that your title goes beyond simply describing the subject matter – it should give an indication of your approach or key questions.
2. **Motivation for the research:** Give an overview of the research. Provide a discourse of your proposed research and how/where it fits within the existing academic dialogues, debates and the literature. Give context for your research question(s): why is this an important area to study? Provide references to the peer-reviewed scientific literature
  - 2.1. Be specific: Identifying considerations you would like to wish to engross in but do not move through the literature willy-nilly and in search of specific text. That will dilute your emphasis and lead astray. Specifically, the purpose is to concisely paint the groove into which your work will fit.
  - 2.2. Most importantly, your passion for the subject matter must shines through.
3. **Positioning of the research** (approx. 900 words): This section is intended to highlight and provide perspectives associated with your inquiries. It is **NOT** intended to provide a detailed scrutiny of existing deliberations.
  - 3.1. Discuss what you believe to be most important to the project.
  - 3.2. Demonstrate your understanding of the research issues.
  - 3.3. Identify existing theoretical and pragmatic inadequacies that your research is envisioned to address.
4. **Overall research question:**
  - 4.1. What do you want to find out?
  - 4.2. What specific questions or hypotheses will you test in order to answer the overall question (be explicit about what these are)?
  - 4.3. What is the state of scientific knowledge in this area, and how will your research question



advance that knowledge?

5. **Overall objective followed by specific ones** (bullet style).

6. **Research design and methodologies** (methods, e.g. field or laboratory experiments, etc.)(approx. 900 words): This section should clearly lay out the way in which you will structure your research and the specific methods you will use. Research design should include (but is not limited to):

6.1. Where will you do the research?

6.2. What will you do to answer the overall research question?

6.3. What data will you collect and how?

6.4. What equipment or technical resources will you need?

6.5. How long will the research take?

6.6. How will you analyze and interpret your data?

7. **The parameters of the research**: Give the definition of the subject matter:

7.1. Discuss the overall approach (e.g. is it solely theoretical, or does it involve primary/empirical research) and your rationale for adopting this approach

7.2. Briefly discussion of the timeline for achieving this. Attach a Gant Chart at the end in the Appendix section .

8. **Methodology**: This section is crucial, particularly if you intend to conduct significant empirical research. Be sure to include *specific* techniques, not just your general approach. This should include but not limited to:

8.1. Kinds of resources consulted

8.2. methods for collecting and analyzing data;

8.3. specific techniques (i.e., statistical analysis; semi-structured interviewing; participant observation);

8.4. Brief rationale for adopting these methods.

9. **References** : Your references should provide the reader with a good sense of your grasp on the literature and how you can contribute to it. Be sure to reference:

9.1. Texts and resources that you think will play a large role in your analysis.

9.2. Remember that this is not simply a bibliography listing ‘everything written on the

subject'. In fact, it should show your critical reflection in the selection of appropriate texts.

10. **Possible pitfalls:** Quite often, students who fit the minimum entrance criteria fail to be accepted as PhD candidates as a result of weaknesses in the research proposal. To avoid this, keep the following advice in mind:

10.1. Make sure that your research idea, question or problem is very clearly stated, persuasive and addresses a demonstrable gap in the existing literature.

10.2. Put time into formulating the questions in the early stages of a project, they can be as important as the projected results.

10.3. Make sure that your Major Professor and personnel connected to your research are interested in your subject area and available to supervise your project.

10.3.1. You must contact your collaborators/advisors/helper in advance, and provide them with a final version of your proposal for comment.

10.4. Your proposal must be well-structured with a clear and achievable flow (show in Gant chart in the Appendix section at the end).

10.4.1. Poorly structured and/or formed or rambling proposals are signpost that the project may suffer the same fate.

10.5. The scope of the project must be reasonable and achievable; there are limits to the size and complexity of a project that can be completed in time.

11. **Timeline:** Discuss the semester by semester timeline for achieving the research objectives, experimental targets and submission of publications

12. **Potential applications of the research:** Discuss the potential impact or potential value of the specific research outcomes. Discuss how specific research findings apply to the transfer of technology.

13. **References:** Give a critical list of important publications used in preparing this research proposal.

14. **Appendix:** Additional attachments.

14.1. Important related peer reviewed articles that make your project relevant and significant.

14.2. A Gant chart of the proposed timeline.

## Annexture C

Suggested Template research proposal required for fulfillment of a graduate degree in the FST and NTR concentrations

Name of Student:

MSU ID:

Admission date:

Anticipated Graduation Date:

1. **Title:**
2. **Motivation for the research:**
3. **Positioning of the research**
4. **Overall research question:**
5. **Overall objective followed by specific ones**
6. **Research design and methodologies**
7. **The parameters of the research:**
8. **Methodology:**
9. **References :**
10. **Possible pitfalls:**
11. **Appendix:**

## **Annexture D**

### **Food Science, Nutrition and Health Promotion**

#### **A. Level 1**

- **Byrd, Sylvia H.**, Ph.D., Mississippi State University, Professor (Nutrition)
- **Chang, Sam K. C.**, Ph.D., University of Nebraska-Lincoln, Professor (Food Science and Technology).
- **Cheng, Wen-Hsing**, Ph.D., Cornell University, Associate Professor (Nutrition)
- **Fountain, Brent J.**, Ph.D., Mississippi State University, Associate Extension Professor (Nutrition)
- **Haque, Zahur Z.**, Ph.D., Kyoto University, Professor (Food Science and Technology) and Graduate Coordinator
- **Hunt, Barry P.**, Ed.D, University of Alabama, Professor (Health Promotion)
- **Nannapaneni, Ramakrishna**, Ph.D., University of Strathclyde, Glasgow (UK), Associate Research Professor (Food Science and Technology)
- **Schilling, M. Wes**, Ph.D., Virginia Polytechnic Institute and State University, Associate Professor (Food Science and Technology)
- **Silva, Juan L.**, Ph.D., Mississippi State University, Professor (Food Science and Technology)
- **Tidwell, Diane K.**, Ph.D., Mississippi State University, Associate Professor (Nutrition)
- **Williams, J. Byron**, Ph.D., Mississippi State University, Assistant Extension/Research Professor (Food Science and Technology)
- **Williams, Ronald D.**, Ph.D., University of Alabama, Assistant Professor (Health Promotion)

#### **B. Level 2**

- **Buys, David R.**, Ph.D., University of Alabama-Birmingham, Assistant Extension and Research Professor
- **Carew, Bonnie L.**, Ph.D., Mississippi State University, Assistant Extension Professor (Health Promotion)
- **Kim, Taejo**, Ph.D., Mississippi State University, Assistant Research Professor (Food Science and Technology)
- **Mahmoud, Barakat S. M.**, Ph.D., Hokkaido University (Japan), Assistant Extension/Research Professor
- **Oliver, Brittney D.**, Ph.D., Middle Tennessee State University, Assistant Professor

#### **C. Participant (T=Teach; C=Committee Member)**

- **Chen, Tsun C.**, Ph.D., University of Massachusetts, Professor Emeritus, C
- **Christensen, Karen D.**, Ph.D., Mississippi State University, Director, Technical Services, OK Farms, Fort Smith, AR, C
- **Gerard, Patrick D., Ph.D.**, Southern Methodist University, Professor of Mathematical Sciences, Clemson University, SC
- **Ghavimi, Bahman**, Ph.D., Mississippi State University, President, Dr. G's Creations, LLC, C
- **Hall, Michael E., Ph.D.**, University of Tennessee, Lecturer, T, C
- **Herring, Josh L.**, Ph.D., Mississippi State University, Assistant Professor of Food Science and Animal Sciences, Alabama A&M University, C
- **Joseph, Poulson**, Ph.D., University of Kentucky, Research Associate, C
- **Keys, Sharon K., M.S.**, Case Western Reserve University, Lecturer, T

- **Khan, Fauzia A.**, Ph.D., Mississippi State University, Lecturer, T
- **Marshall, Donna A.**, Ph.D., University of Southern Mississippi, Horticulturist, USDA-ARS, C
- **Matich, June Renee**, M.S., Pennsylvania State University, Instructor/Assistant Director  
Didactic Program in Dietetics, T
- **McMillen, Edith C.**, Ph.D., Mississippi State University, Lecturer, T
- **Moraes, Rita M.**, Ph.D., Mississippi State University, Associate Research Professor, National  
Center for Natural Products Research, C
- **Muherjee, Dipaloke, Ph.D., Mississippi State University**, Postdoctoral Research  
Associate/Lecturer, T
- **Newman, Melissa C.**, Ph.D., University of Kentucky, Lecturer, T
- **Phillips, Thomas W.**, Ph.D., State University of New York-Syracuse, Professor, Department of  
Entomology, Kansas State University, C
- **Sheen, Shiowshuh**, Ph.D., Rutgers University, Research Food Technologist, USDA/ARS/ERRC,  
C
- **Smith, Brian S.**, Ph.D., Louisiana State University, Director, Business Development - Food  
Ingredients, Hawkins, Inc., C
- **Sommers, Christopher H.**, Ph.D., University of Rochester, Research Leader, USDA-ARS,  
Eastern Regional Research Center, Wyndmoor, PA, C
- **Soni, Kamlesh A.**, Ph.D., Texas A&M University, Research Associate III, C
- **Suman, Surendranath**, Ph.D., University of Connecticut, Associate Professor, Department of  
Animal and Food Sciences, University of Kentucky, C
- **Thaxton, Yvonne V.**, Ph.D., Auburn University, Professor and Director, Center for Food  
Animal Wellbeing, University of Arkansas, C
- **Thompson, Amy J.**, Ph.D., The University of Toledo, Lecturer, T, C
- **White, Kelly M.**, RD, CSSD; M.S., Mississippi State University, Lecturer, T
- **Williams, Ronald D.**, Ph.D., University of Alabama, Assistant Professor, Department of Health  
and Human Performance, Texas State University, T, C
- **Xiong, Youling L.**, Ph.D., Washington State University, Professor, Department of Animal and  
Food Sciences, University of Kentucky, C