

PhD Program in Urban Leadership and Entrepreneurship (ULAE)
Department of Architecture and Urban Sustainability
Updated April 22, 2022

ULAE Course of Study

Semester 1			Semester 2		
Course #	Course Title	Credit	Course #	Course Title	Credit
ULAE-611	Foundations of Urban Leadership & Entrepr.	3	ULAE-612	Foundations of Social & Ecol. Justice	4
ULAE-613	Leadership Theories & Methods	4	ULAE-614	Survey in Statistics & Quant. Methods	3
ULAE-615	Research Methods	3	ULAE-616	PhD Level Writing	3
TBD	Concentration Course	3	TBD	Concentration Course	3
ULAE--595	Graduate Seminar	1	ULAE-595	Graduate Seminar	1
Total:		14	Total:		14
Semester 3			Semester 4		
Course #	Course Title	Credit	Course #	Course Title	Credit
ULAE-621	Systems Approaches to Leadersh.,Org.&Soc.	3	ULAE-622	Disruptive Innovation Theory	3
TBD	Concentration Course	3	TBD	Concentration Course	3
TBD	Elective Course	3	TBD	Elective Course	3
ULAE-595	Graduate Seminar	1	ULAE-595	Graduate Seminar	1
Total:		10	Total:		10
Semester 5, 7, 9 or 11*			Semester 6, 8, 10 or 12*		
Course #	Course Title	Credit	Course #	Course Title	Credit
ULAE-691	Qualifying Exam & Dissertation Research	11	ULAE-691	Dissertation Research & Writing	11
ULAE-595	Graduate Seminar	1	ULAE-595	Graduate Seminar	1
Total for all dissertation semesters:		12	Total for all dissertation semesters:		12
Total:	Core Course Credits	26	Total:	Elective Credits	6
Total:	Concentration Credits	12	Total:	Dissertation Credits (incl. Grad. Seminar)	28

*The number of semesters depends on the time a PhD candidate needs to complete their dissertation requirements.

Concentration Course Options:

Urban Sustainability & Resilience		Credit	Urban Governance & Policy		Credit
ENSC-508	Ecological Economics	3	ENSC-508	Ecological Economics	3
ULAE-620	R-Studio	3	ULAE-620	R-Studio	3
ENSC-509	Advanced Climate Change	3	PGMT-503	Intro to Public & Nonprofit Managemt.	3
ENSC-510	Urban Land Use Planning	3	PGMT-512	Political Economy & Public Admin.	3
ENSC-595	Project Management	3	PGMT-514	Management of Government Organiz.	3
ARCP-505	Sustainable Design	3	PGMT-519	Public Policy Development & Implem.	3
BGMT-510	Sustainability Entrepreneurship	4	LAW-645	Systems Change	3
HOD-833	Global Systems	4	HOD-835	Structural Inequality & Diversity	4
Urban Entrepreneurship		Credit	The Qualifying Exam marks the beginning of the dissertation phase of the course of study. To be eligible for the qualifying exam, a student must have completed 44 course credits plus 4 dissertation credits. The Qualifying Exam consists of a written research paper of publishable quality outlining the proposed research question, methodology and literature review, plus an oral presentation in the CAUSES Graduate Seminar.		
ENCS-508	Ecological Economics	3			
ULAE-620	R-Studio	3			
ENSC-595	Professional Project Management	3			
BGMT-510	Sustainability Entrepreneurship	3			
BGMT-508	Org. Behavior & Development	3			
BGMT-511	Leadership & Ethics	3			
MKTG-507	Marketing Strategy	4			
HOD-805	Foundations of Organizational Studies	4			

(Dissertation Guidelines see pg. 2 and 3)

Dissertation Guidelines

A PhD dissertation contributes new knowledge to one or more academic fields. To that aim, it must undergo a peer review process. Consistent with current best practices models, the dissertation requirement for the PhD in Urban Leadership and Entrepreneurship follows the cumulative dissertation model. Consistent with approved program guidelines, the program requires acceptance of two scholarly articles in reputable peer-reviewed journals with the PhD candidate serving as lead or sole author for both articles. There are five stages to the dissertation process:

1. Dissertation Committee and Approval of Dissertation Topic
2. Qualifying Exam and PhD Candidacy
3. Dissertation Research and Writing
4. Proof of Publication
5. Cumulative Dissertation Defense

1. Dissertation Committee and Approval of Dissertation Topic

A Dissertation Topic and Dissertation Committee must be approved by the PhD program director who will assist students in assembling their committee. Typically, the topic will be approved first to ensure that the committee represents the requisite expertise to ensure the PhD candidate will be successful in pursuing their topic. The committee must consist of three (3) members including the committee chair. The committee chair must hold a PhD degree and hold faculty- or land-grant appointment at UDC in a field appropriate to the proposed thesis research. A dissertation committee may include one member external to UDC. All dissertation committee members must hold a terminal degree in their field. In exceptional cases, a committee member's professional record may be considered equivalent to the terminal degree.

2. Qualifying Exam and PhD Candidacy

The PhD Qualifying Exam marks the beginning of the dissertation phase of the program. Once a PhD student has completed their 48 credit hours of course work (see summary table) and has received approval for their dissertation topic and committee, they can schedule their Qualifying Exam. The Qualifying Exam consists of a written research paper of publishable quality that outlines the research question the candidate will pursue; the proposed methodology to be used to address the research question; and a thorough review of the literature within which the proposed research is placed.

In addition to the written paper, the PhD student must present the proposed dissertation research in the CAUSES Graduate Seminar, which is held every semester and is open to faculty, students, and the general public. All members of the dissertation committee and the PhD program director must be present for the qualifying exam. Following the presentation, the dissertation committee will deliberate and vote on the student's written paper and oral presentation. The vote will establish the level of 'approved', 'approved pending revisions' or 'not approved'. Once a PhD student has passed the Qualifying Exam, they are considered a PhD candidate ABD.

3. Dissertation Research and Writing

During the dissertation research and writing phase, the PhD candidate is not required to take any course work but will enroll in the program for dissertation credits only. The candidate's PhD committee chair in consultation with the PhD program director will advise the candidate on the proposed number of dissertation credit hours recommended for every semester following the qualifying exam. The candidate will also continue to enroll in the Graduate Seminar to ensure that they stay engaged with the program and other PhD students and candidates enrolled in the program.

4. Proof of Publication

Before being awarded the PhD degree eligible PhD candidates must be the sole- or lead-author of two peer-reviewed papers that have been accepted for publication in a reputable academic journal. It is recommended that PhD candidates also pursue a third, initial publication, for which they are a contributing or peer author. This initial publication will familiarize the PhD student/candidate with the publication and peer review process.

Peer reviewed publications typically inform a prospective author that their work has been 'accepted', 'accepted pending revision' or 'not accepted'. A PhD candidate's dissertation committee will determine whether an 'acceptance pending revision' will be counted as an acceptance based on the extent of the required revisions and feedback received from the peer reviewers and publisher. Once the cumulative thesis requirement has been met and the acceptance of two peer-reviewed articles has been documented, the candidate can schedule their thesis defense.

5. Cumulative Dissertation Defense

The thesis defense is a public lecture where the PhD candidate is the presenter, and their thesis committee members serve as discussants. The presentation must summarize the two published papers and their contributions to the research question the candidate outlined in their qualifying exam. All dissertation committee members and the PhD program director must be present for the defense. A written paper summarizing the two articles and explaining the contextual links between them must accompany the oral presentation to illustrating the candidate's broader knowledge in the subject area.

Once the presentation and discussion are concluded, the thesis committee will consult and issue their evaluation of the candidate's publications and oral presentation in writing as 'completed', 'completed pending revisions', or 'not completed'. Should a 'completed pending revisions' or 'not completed' grade be issued, the committee must state in what work the candidate is expected to complete to meet all degree requirements. A 'completed' grade renders the PhD candidate eligible to recommend the candidate to the UDC Board of Trustees of the University for awarding of the PhD degree. The degree will be awarded at the earliest graduation date following the successful dissertation defense.

Dissertation Committee

The dissertation committee for each candidate consists of three members with qualifications as follows:

- The committee chair must have considerable expertise in the proposed field of study as evidenced by peer reviewed publications and research funding.
- One of the committee members must have considerable expertise in the research methodology applied in the proposed research as evidenced by the committee member's publications and/or research funding in the field.
- The third committee member must have considerable content expertise in the proposed field of study; if the proposed research is interdisciplinary, the committee member should represent a field complementary to that of the committee chair.

As stated under point 2. in the Dissertation Guidelines above, the chair of the dissertation committee must be a faculty or staff member at UDC. The committee may include one member external to UDC. All dissertation committee members must hold a terminal degree in their field or, in exceptional cases, a professional record equivalent to a terminal degree. The committee must be approved by the PhD Program Director and the Assistant CAO of Graduate and On-line Education and Academic Partnerships (ACAO). Final approval of a dissertation committee is recorded in a dissertation form signed by the ACAO and the PhD Program Director.

The dissertation committee must be constituted no later than six (6) months after a PhD student has completed the required course work for the program (see the table above). Approved dissertation committee members will be compensated for their service in two stipend payments with one payment being issued upon completion of the candidacy exam, and a second payment upon completion of the cumulative dissertation defense.

It is expected that the PhD candidate will update the ACAO and the PhD Program Director once a semester on their progress until completion of their Cumulative Dissertation Defense.

Dispute Resolution

In case of a dispute between a PhD candidate and a member of their dissertation committee, the dispute must first be brought in writing to the attention of the dissertation committee chair. Should the dispute not be resolved at the level of the committee chair, it must be brought in writing to the attention of the PhD Program Director. Should the dispute not be resolved at the level of the Program Director, the ACAO must be informed in writing, and will work with the office of the CAO to adjudicate the dispute.

Program Progression

The program course of study concludes at the end of the seventh year (7th) counting from the semester when the student first entered the program. A course of study, consisting of the coursework and dissertation components of the program, that has not been completed at the end of 7 years of study will be considered unsuccessful. No further enrollment or dissertation activities will be permitted. A student who fails to complete her/his candidacy requirements at the end of year 5 of their course of study will be notified that their degree completion is in jeopardy.

For questions about the ULAE program course of study, please contact the PhD program director at sabine.ohara@udc.edu