University of California, San Diego

Guidelines

For Students and Faculty
2015-2016

Website: http://biomedsci.ucsd.edu

UCSD Campus Mail Code 0685
Chair:
Deborah Spector, dspector@ucsd.edu
PSB 3254, Phone: (858) 822-4003

Vice-Chair:
Arshad Desai, abdesai@ucsd.edu
CMME 3052, Phone: (858) 534-9698

Director of Program and Student Affairs:
Gina Butcher, gbutcher@ucsd.edu
5012 BSB, Phone: (858) 534-1823, Fax: (858) 534-0006

Student Affairs Coordinator:
Leanne Nordeman, lnordeman@ucsd.edu
5008 BSB, Phone: (858) 534-3982, Fax: (858) 534-0006

Program Affairs Coordinator:
Patricia Luetmer, pluetmer@ucsd.edu
5008 BSB, Phone: (858) 822-2001, Fax: (858) 534-0006
# Table of Contents

INTRODUCTION .............................................................................................................. 3
ORGANIZATION OF THE BIOMEDICAL SCIENCES GRADUATE PROGRAM ........ 4
ADVISORY SYSTEM ........................................................................................................ 5
FIRST YEAR ADVISORS ................................................................................................. 5
THESIS ADVISORS ........................................................................................................ 6
COURSE SEQUENCE ...................................................................................................... 7
REQUIRED COURSES ..................................................................................................... 8
ELECTIVE COURSES ..................................................................................................... 9
LABORATORY ROTATION PROGRAM ............................................................................ 10
TEACHING REQUIREMENT ............................................................................................. 12
PROGRESS TOWARD THE DEGREE ............................................................................... 13
TIME TO DEGREE AND LIMITATIONS ........................................................................ 13
EXTRACURRICULAR ACTIVITIES .................................................................................. 13
SELECTION OF THESIS LABORATORY ....................................................................... 13
RESEARCH PROPOSITION EXAM .................................................................................. 14
ADVANCEMENT TO CANDIDACY EXAM ..................................................................... 19
PRESENTATION AND DEFENSE OF THE DISSERTATION ........................................ 20
SUMMARY OF EXAM & DEFENSE TIMELINES ............................................................. 22
REPORTS AND EVALUATIONS ....................................................................................... 23
ANNUAL COMMITTEE REVIEW OF FIRST YEAR PERFORMANCE .......................... 23
ANNUAL REVIEW OF PERFORMANCE BEYOND FIRST YEAR ................................. 23
SUMMARY OF ANNUAL REVIEW TIMELINE ................................................................. 23
STUDENT AWARDS ....................................................................................................... 24
POLICIES ON STUDENT SUPPORT .............................................................................. 25
TERMINAL MASTERS DEGREE ..................................................................................... 25
LEAVES OF ABSENCE ................................................................................................... 26

**GUIDELINES FOR M.D./Ph.D. CANDIDATES**

ADMISSIONS, COURSE WORK, ROTATIONS, REGISTRATION .................................... 27
SCHEDULE FOR M.D./Ph.D. STUDENTS .................................................................... 29

**GUIDELINES FOR Pharm.D./Ph.D. CANDIDATES**

ADMISSIONS, COURSE WORK, ROTATIONS, REGISTRATION .................................... 30
SCHEDULE FOR Pharm.D./Ph.D. STUDENTS ................................................................. 32

APPENDIX – OUTREACH ACTIVITIES ......................................................................... 33

UC SAN DIEGO PRINCIPLES OF COMMUNITY ............................................................. 35
INTRODUCTION

A word to the wise: As a graduate student, you are largely in charge of your own progress and you are responsible for knowing and adhering to the requirements and rules for graduate study. The BMS program has its requirements; the University, through the Graduate Division, has its rules as well. These rules and requirements prescribe increments of progress and provide for a number of rights and responsibilities by you and the University. Know these rules and responsibilities.
I. ORGANIZATION OF THE BIOMEDICAL SCIENCES GRADUATE PROGRAM

The Biomedical Sciences (BMS) Ph.D. Program is sponsored by UCSD Health Sciences, including the School of Medicine (SOM) and the Skaggs School of Pharmacy and Pharmaceutical Sciences (SPPS). The program offers broad opportunities for advanced studies in medically-oriented disciplines of cell and molecular biology, pharmacology, physiology, genetics, genomics, immunology, microbiology, biochemistry, bioinformatics, cancer biology, endocrinology, neurobiology, stem cell biology, structural and chemical biology, among other areas. The program is designed to develop research scientists who will be well equipped with the knowledge and the skills to solve biomedical problems creatively and independently in the public and the private sectors. A particularly attractive feature of the program is its multidisciplinary character providing students with a broad choice of faculty and laboratories for research training.

The operation of the BMS Graduate Program is overseen by the Chair, Vice Chair, and a series of committees as outlined in the organizational chart (page 5).

The Executive Committee oversees programmatic and fiscal developments, and its members selectively participate in five major program committees: Admissions and Recruitment, Curriculum, Faculty Membership, Research Proposition, and Student Awards (see Org chart). The Graduate Student Admissions and Recruiting Committee oversees the admissions process in the winter and recruiting efforts throughout the year. The Curriculum Committee, consisting of the Track Leaders and the Course Directors, oversees the development, the implementation and the evaluation of courses in the BMS program. The Faculty Membership Committee evaluates the applications of new faculty members; it also reviews the existing program faculty members once every three years, and has the authority to terminate faculty membership in the BMS program. The Research Proposition Committee administers the Research Proposition Exam; it also mentors first-year students with their applications for pre-doctoral fellowships and awards. The Student Awards Committee oversees the selection of awardees and presents the awards at the BMS annual retreat. The BMS program values the input of students, who serve on the Admissions and Recruiting Committee and participate in the planning of the BMS annual retreat.

The Student Standing, Promotions and Advisory Committee (SPAC) provides an important advisory system for the students, particularly during their first year in the program. The SPAC committee assists the BMS Chair in resolving problems arising with the first-year students prior to the selection of Thesis advisors.

Currently, there are 186 graduate students and 206 faculty members from UCSD and the neighboring Burnham and Salk Institutes. The training program is subdivided into six major training Tracks- Genetics & Genomics, Microbiology & Immunology, Molecular Cellular Biology, Molecular Pathology, Molecular Pharmacology, and Physiology, and nine research Focus Areas- Anthropogeny, Bioinformatics, Cancer Biology, Developmental Biology, Endocrinology, Glycobiology, Neurobiology, Stem Cells, and Structural and Chemical Biology. The BMS faculty members are also affiliated with a number of research centers and institutes, including the Moores Cancer Center, the Ludwig Institute for Cancer Research, the Howard Hughes Medical Institute, the Sanford Consortium for Regenerative Medicine, the Glycobiology Research Training Center, the National Center for Microscopy & Imaging Research, the White Mountain Research Station, the La Jolla Institute for Allergy & Immunology, the Center for Research in Biological Systems, UCSD Stem Cell Institute, and the Scripps Research Institute. The list of BMS faculty members and their web pages are found at the BMS website: http://biomedsci.ucsd.edu/faculty.
II. ADVISORY SYSTEM

A. OVERVIEW

During the first year of study and prior to the selection of their Thesis advisors, BMS students are guided by their assigned advisors who are members of the SPAC committee. Student advising will be transferred to the Thesis advisors after the students enter the Thesis research laboratories. Student advising will be expanded to include faculty members of the student Thesis committee following the Research Proposition exam. Students are free to contact the Chair and Vice-Chair of the BMS program for advice on concerns that cannot be resolved by their SPAC or Thesis advisors.

B. FIRST YEAR ADVISORS

Students enter the BMS program without having to commit to any particular laboratory or discipline. Prior to the selection of their Thesis advisors, each entering student is assigned an advisor from the Student Standing, Promotions and Advisory Committee (SPAC). The SPAC advisors provide counsel on course work and laboratory rotations, evaluate the student progress in the curriculum, and advise the students in the selection of their Thesis research advisors. **SPAC Advisors and students should keep in touch at least twice per quarter until a student enters the lab of his/her Thesis advisor. The SPAC advisors should also check periodically on their advisees until the Advancement to PhD Candidacy is completed.**
**The responsibilities of SPAC advisors are:**

1. In consultation with the student, develop a laboratory rotation program during the Fall, Winter and Spring quarters to provide the student with an optimal exposure to the research disciplines that match the student’s research interests.

2. Guidance of the student in the selection of a Thesis advisor (see section 3 on Thesis Advisors).

3. Determination that the student is making satisfactory progress in meeting the program requirements, including completion of the Core courses, and the Research Proposition Exam.

**C. THESIS ADVISORS**

The primary advisors of the BMS students are their Thesis Advisors. Students are expected to enter the laboratories of their Thesis Advisors no later than June 30th of the 2015/16 academic year.

**The responsibilities of the Thesis advisors are:**

1. Obligation to provide for the financial support of the student. BMS program will support the first-year students for 10 months during their rotations through different research labs. The program support will terminate as of June 30th of the 2015/16 academic year. Thereafter, the Thesis advisor is expected to be fully responsible for the student. Faculty without stable funding should not take rotation students unless the rotation is for training purposes and both the student and faculty are aware of the situation. Faculty and students should communicate openly about whether the faculty member can support the student prior to the student joining a Thesis laboratory.

2. Guidance of the student in the development of a research project that is original, feasible, and will lead to a Ph.D. thesis and peer-reviewed publication(s).

3. Determination that the student is making progress in meeting the Ph.D. requirements, including (a) the timely completion of the Research Proposition Qualifying examination by Thanksgiving day of the student’s second year in the program, (b) the timely completion of the Advancement to Candidacy examination by the end of the Spring quarter of the student’s third year in the program, (c) the timely submission of a formal annual evaluation of the student’s research progress by the end of each Spring quarter beginning in the student’s second year in the program (this evaluation is a requirement for the student's registration for the following year) and (d) a yearly thesis committee meeting where the student updates the committee on the status of his/her work. The committee meeting would ideally occur in conjunction with the annual evaluation form in the Spring.

4. In consultation with the student, select a series of elective classes to expand the student's knowledge in the areas that are relevant and/or complementary to the student’s Thesis research project.
5. Guidance of the student in developing skills to communicate scientific ideas in writing and orally, through participation in journal clubs, research meetings, seminars, symposia and the preparation of fellowship applications and manuscripts.

6. Financial Support: Thesis Advisors are obliged to provide financial support of the student for the duration of their Ph.D. The BMS program will support the first-year students for up to 10 months during their rotations through different research labs. Thereafter, the thesis advisor is expected to be fully responsible for the student, which amounts to approximately $50,000 per year in stipend/tuition and fees for up to 7 years, as well as research resources. Faculty without stable funding should not take rotation students unless the rotation is for training purposes and both the student and faculty are aware of the situation. Faculty and students should communicate openly about whether the faculty member can support the student prior to the student rotating in the lab or joining a thesis lab. If the faculty member loses funding during the time a student is in their lab, it is the responsibility of the faculty member to find alternative sources of support.

III. COURSE SEQUENCE

A. OVERVIEW

The BMS students are expected to complete a series of *required core courses* during the first year.

In the Fall quarter, Ph.D. students in the BMS program will take the core courses BIOM 200A and B, “Molecules to Organisms: Concepts” and “Molecules to Organisms: Approaches”. In addition, all BMS students, including the Ph.D., M.D./Ph.D., and Pharm.D./Ph.D. students are required to take a seminar course BIOM 201 “Seminars in Biomedical Research”.

In the Winter and Spring quarters, students are *required to take 3 Track courses and 2 additional Track seminar courses* offered by the various Training Tracks.

Two short core courses in Statistics and Scientific Ethics are also required for all students and they are offered in the Spring quarter.

A minimum of 12 units per quarter is required, which includes laboratory rotations and Thesis research. According to policies set by the UCSD Graduate Council and executed by the Graduate Division (grad.ucsd.edu), graduate students must maintain a 3.0 GPA and cannot have more than 8 units of F or U grades.
B. THE SEQUENCE OF CORE COURSES FOR THE FIRST TWO YEARS:
REQUIRED COURSES

<table>
<thead>
<tr>
<th>YEAR I</th>
<th>Course No.</th>
<th>Title</th>
<th>Units</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>FALL QUARTER</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 200A  Molecules to Organisms: Concepts</td>
<td>6</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 200B  Molecules to Organisms: Approaches</td>
<td>2</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 201  Seminar in Biomedical Research</td>
<td>4</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 202  Laboratory Rotation <em>(one 12-week or two 6-week)</em></td>
<td>4</td>
<td>S/U</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>WINTER QUARTER</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 202  Laboratory Rotation <em>(one 12-week or two 6-week)</em></td>
<td>4</td>
<td>S/U</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Choose 2 Track courses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 253  Pathogens and Host Defense</td>
<td>3</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 254  Molecular and Cell Biology</td>
<td>3</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 255  Drugs and Disease 1</td>
<td>3</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 256  Molecular Pathology of Cancer</td>
<td>3</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Choose 1 Track Seminar course:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 275  Seminars in Pharmacology</td>
<td>2</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 277  Seminars in Molecular Pathology</td>
<td>2</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>SPRING QUARTER</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 202  Laboratory Rotation <em>(one 12-week or two 6-week)</em></td>
<td>4</td>
<td>S/U</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 219  Ethics in Scientific Research</td>
<td>1</td>
<td>S/U</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 285  Statistical Inference</td>
<td>2</td>
<td>S/U</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Choose 1 (or 2) Track course:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 226  Hormone Action</td>
<td>3</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 252  Genetics and Genomics</td>
<td>3</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 253  Pathogens and Host Defense</td>
<td>3</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 255  Drugs and Disease 2</td>
<td>3</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Choose 1 Track Seminar course:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 272 &amp; 274 Seminars in Genetics &amp; MCB</td>
<td>2</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 276  Seminars in Physiology</td>
<td>2</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>SUMMER QUARTER</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Choose lab by June 30th and devote full time to thesis work. Begin working on Research Proposition Exam.</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

BMS students are expected to devote full-time effort to laboratory research each summer.

<table>
<thead>
<tr>
<th>YEAR II</th>
<th>Course No.</th>
<th>Title</th>
<th>Units</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>FALL QUARTER</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 298  Thesis Research</td>
<td>12</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 296  Research Proposition</td>
<td>4</td>
<td>S/U</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>WINTER QUARTER</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BIOM 298  Thesis Research</td>
<td>12</td>
<td>Letter grade</td>
<td></td>
</tr>
<tr>
<td></td>
<td>♦ BGGN 500 Apprentice Teaching or Outreach Activities</td>
<td>4</td>
<td>S/U</td>
<td></td>
</tr>
</tbody>
</table>
C. ELECTIVE COURSES

Students are required to take 15 graduate units as electives; of these at least 8 units must be taken for a letter grade (A-F). Track courses can be taken as electives. Note that the Teaching Requirement constitutes a recognized educational experience and counts as 4 units toward the S/U elective requirement. The elective courses are chosen by each student in consultation and with the approval of the Thesis advisor and, for students following a particular Track, by recommendation of that particular Track Leader. Note that students are not required to affiliate with a Track and are free to choose the courses that best fulfill their training needs. Most elective courses that are currently offered are listed below. Elective courses in BMS are being developed continuously, driven by the scientific developments in biomedical research. Elective courses developed by the BMS faculty members are posted at the BMS website. Students should also survey the graduate level course listings offered at UCSD through TritonLink for options and availability provided by other graduate programs at the University. Students are encouraged to take elective courses throughout the period of their doctoral training. Students can take any course offered on the general campus or in the School of Medicine, as well as applying for UCSD Extension courses through the Graduate Division.

Examples of BMS-Sponsored Elective Courses

FALL 2015
BGGN 231 CURRENT TOPICS IN STEM CELL BIOLOGY
BIOM 218 CURRENT TOPICS IN ANTHROPOGENY
BIOM 242 SEMINAR IN GENETICS
CMM 220 CANCER CELL BIOLOGY JOURNAL CLUB
CMM 252 CURRENT LITERATURE IN STEM CELL BIOLOGY, MEDICINE AND ETHICS
MED 246 CURRENT LITERATURE IN GLYCOBIOLOGY
MED 275 SCIENCE MEETS THE MEDICAL PATIENT
NEU 268 MOLECULAR AND CELLULAR NEUROBIOLOGY
PHAR 294 PHARMACOLOGY AND SIGNAL TRANSDUCTION JOURNAL CLUB
PHAR 201 BIOINFORMATICS I – BIOLOGICAL DATA REPRESENTATION AND ANALYSIS
SPPS 215 HUMAN DISEASE

WINTER 2016
BENG 276/CHEM 276/MATH 276/PHAR 276 NUMERICAL ANALYSIS IN MULTI-SCALE BIOLOGY
BGGB 230/CHEM 221 INTRACELLULAR SIGNAL TRANSDUCTION MECHANISMS, NETWORK ETC
BIOM 221/PHAR 221 PROFESSIONAL DEVELOPMENT FOR GRAD AND DOCTORAL STUDENTS
BIOM 235/SPPS 218 & 219 PHARMACOGENETICS/GENOMICS
BIOM 242 SEMINAR IN GENETICS
BIOM 246/CMM 246/ MED 246 CURRENT LITERATURE IN GLYCOBIOLOGY
BIOM262/CMM262/BGGN237 QUANTITATIVE METHODS IN GENETICS
CMM 250 CORE COURSE IN STEM CELL BIOLOGY, MEDICINE AN ETHICS
MED 238/BE 238 MOLECULAR BIOLOGY OF THE CARDIOVASCULAR SYSTEM
MED 263 BIOINFORMATICS APPLICATIONS TO HUMAN DISEASE
IV. LABORATORY ROTATION PROGRAM

A. OVERVIEW

The laboratory rotation program is offered to Ph.D. students during their first year of study. MSTP and SPPS students are expected to have completed laboratory rotations before entering the BMS program. A laboratory rotation is designed to introduce students to new techniques and concepts. It should also expose students to the creative aspects of experimental design. Furthermore, the rotations provide the student with the opportunity to explore potential Thesis research projects and to work with potential Thesis advisors and their research groups.

The specific guidelines for the research rotation program are:

1. The first rotation must be with a BMS faculty member listed in the BMS faculty directory [http://biomedsci.ucsd.edu/pdf/faculty-directory.pdf](http://biomedsci.ucsd.edu/pdf/faculty-directory.pdf). Students can choose to conduct rotations of either 12-weeks or 6-weeks in length.

2. Students must devote full time to their rotations and cannot take breaks from the rotation program.

3. The duration of each rotation will be determined by agreement between the student and the rotation advisor prior to the onset of the rotation. The duration of each rotation should not be altered after the student joins the rotation lab.

4. Students must complete 3 rotations with BMS faculty members. Outside rotations with non-BMS faculty members physically located at UCSD can be done as an additional rotation, contingent upon approval by the student’s SPAC advisor and the BMS Chair.
5. It is possible for a student to enter the laboratory of his or her Thesis advisor as early as the first Winter quarter, for example, after the student completes three 6-week rotations.

6. Students must enter laboratories of their Thesis advisors by the end of Spring quarter. The BMS program will not provide student support beyond the first Spring quarter.

B. DEVELOPMENT OF A ROTATION PLAN

Students are required to discuss their plans for rotations with their SPAC advisors. The BMS website posts rotation projects submitted by faculty members. Access to these project descriptions will be password-protected and only available to BMS students who are participating in the Research Rotation Program. It is the student's responsibility to approach the faculty of choice and to make the appropriate arrangements for each rotation, e.g., beginning date, duration, project, readings and laboratory orientation. Once discussed with the potential rotation advisor, the rotation plan must be approved by the student’s SPAC advisor before the student can begin the rotation. Students should discuss with potential Rotation Advisors, whether the faculty member has funding to support the student throughout the duration of a Ph.D. in the event that there is mutual interest in the student joining the laboratory. If funding is uncertain, the student should carefully consider whether he/she should rotate in the laboratory, in consultation with the SPAC advisor.

C. RESPONSIBILITY OF ROTATION RESEARCH ADVISOR

The success of the rotation program depends on thoughtful and conscientious participation by both students and faculty. BMS faculty are required to post rotation project descriptions on the BMS website if they are interested in having students rotate in their laboratories. Access to the project descriptions will be password-protected and only available to first-year students who are participating in the Research Rotation program. Rotation projects should be constructed to introduce students to new concepts and techniques, allowing students to design and conduct experiments. Rotations should not be designed simply "to get more results" for the labs, although carefully constructed rotation projects will inevitably lead to interesting results. Bench and desk space, reagents, and other necessary materials as well as access to the laboratory personnel should be provided for each rotation student to allow integration of the rotation student into the research laboratory of the faculty. Most importantly, faculty should not take rotation students if they do not have funding to support them (see Section II.C.6 above).

D. REQUIRED NUMBERS OF ROTATIONS/PETITIONS FOR ADDITIONAL ROTATIONS

Each student must complete a minimum of three rotations in three different BMS laboratories before joining a thesis lab. The first rotation must be with a BMS faculty member. Thereafter, students can choose to rotate through a non-BMS lab physically located at UCSD, contingent upon the approval of their SPAC advisor and the BMS Chair. BMS students must complete the rotation program by the end of their first Spring quarter and no later than June 30th of the 2015/16 academic year.

Students unable to enter a Thesis laboratory by June 30th will have to file a petition for additional rotations through the BMS office. The student’s SPAC advisor and the BMS chair will review the petition for additional summer rotations. If the petition is approved, a student can conduct two and only two rotations in the summer months. Failure to enter a Thesis laboratory by August 31 of the 2015/16 academic year will result in termination of the student’s study in the BMS program.
The recommended number of units for rotations can vary from 4-12, and students should enroll for the S/U (Satisfactory/Unsatisfactory) grading option. For enrollment purposes, each instructor is assigned a Section I.D. number for laboratory rotations (BIOM 202, Directed Study), which can be found in the "Schedule of Classes" under the individual instructor’s name. When students select an advisor the grading option will change to a letter grade. Also note that the course number changes to BIOM 299 (Independent Study, 1-12 units, letter grade) following the Advancement to Candidacy.

E. BMS DOES NOT SUPPORT SUMMER ROTATIONS FOR ENTERING BMS STUDENTS
All students must start their rotations in the Fall and choose a lab by June 30.

V. TEACHING REQUIREMENT

Ph.D. students in the BMS program are required to devote a proportion of one quarter (~10 weeks) during their second (or third) year of study to a teaching experience as a Teaching Assistant in courses administered by the Division of Biological Sciences, or by the School of Pharmacy (SPPS). In addition to attending the course lectures, the assistantships include leading discussion sections, workshops or laboratories, and the grading of exams. Students are trained in teaching techniques through the Center for Teaching Development (www-ctd.ucsd.edu) and receive evaluations on their performance. The Teaching Requirement constitutes a recognized educational experience and counts as 4 units toward the S/U elective requirement. As a curriculum requirement for the program, TAships are not a source of supplementary income above the regular stipend. In cases where a student’s TAship provides financial support, the student must report the additional income to the graduate program coordinator so that their stipend can be adjusted accordingly. Note; this is a uniform policy in many departments/programs including Biology, Neuroscience and Chemistry.

In addition to didactic classroom teachings, the student may satisfy their teaching requirement with approved outreach programs (Appendix). The BMS approved outreach programs are directed at (a) educating the public in biology and biomedical sciences and their potential for society or (b) providing public education on the importance of science to guide policy decisions on medical or environmental health issues. Participation in an approved Outreach program counts as 4 units towards the S/U elective requirement. All Outreach programs must be approved by the student’s advisor and the BMS Program. As for TA activities, students will not be eligible to receive additional pay above the regular BMS stipend.

There are additional support policies that require approval from the student’s advisor, the BMS Program, and in some cases the Dean of the Graduate Division. For example, TAing above and beyond the BMS requirements must have advisor and Program approval, and cannot be used as the source of income. Students should contact the Graduate Director, Gina Butcher, for clarification of TA support policies and Outreach approval.
VI. PROGRESS TOWARD THE DEGREE

A. TIME TO DEGREE AND LIMITATIONS

The Graduate Division at UCSD has established a general "Policy on Time Limits to the Ph.D." These strictly enforced University-wide time limits are:

- Financial support: 7 years (end of Spring Quarter)
- Total registered time: 8 years (end of Spring Quarter)

*The BMS program graduate students are expected to progress in their study with an accelerated time line and are considered in "good standing" when key milestones are completed within the following timeframe:

- Research Proposition Exam: 2nd year (Fall Quarter)
- Advancement to candidacy: 3rd year (Spring Quarter)
- Ph.D. thesis defense: year 5-7

BMS students who live in campus student housing can stay there up to seven years. Students should consult early with their Thesis advisor and the Chair of the Program if unforeseen problems (e.g. illness, family issues) will impact on meeting any of these time limits.

B. EXTRACURRICULAR ACTIVITIES

Students have opportunities for extracurricular activities both within and outside of the BMS program. Examples include graduate council elected positions, the admissions committee, the retreat committee, and additional teaching opportunities. Because these activities can take a substantial commitment of time, first and foremost, students must be in good standing and meet the BMS accelerated time line in order to participate. Additionally, approval from the advisor and the BMS Program must be obtained. Please contact the BMS Office to initiate approvals. As with the required Teaching Assistantships, BMS students are not eligible to receive additional pay above the regular BMS stipend.

C. SELECTION OF THESIS LABORATORY

Each student selects the laboratory in which she/he will conduct thesis research after completion of the required rotations no later than June 30th of the 2015/16 academic year. Students enroll in BIOM 202 for a letter grade (A-F) in the quarter in which the student enters the thesis laboratory.

The Thesis Advisor selection must be approved by the SPAC Advisor and the BMS Chair. Only faculty members of the BMS program can serve as Thesis advisors. However, if after completing the requirement for three rotations in laboratories of BMS members, a student wishes to work with a non-BMS faculty member physically located at UCSD, the student must consult with their SPAC advisor and the BMS Chair to request an exception. Please note that such arrangements require the appointment of a Thesis Committee Co-Chair who is a BMS Program Member.

Following selection of a thesis laboratory, the responsibility for the student's progress in the program changes from the SPAC advisor to the thesis advisor. However, students are encouraged to contact their SPAC advisors at any time for additional information and input, and the SPAC advisor should maintain contact with their advisees at least until they advance to candidacy.
Students who choose non-BMS mentors should:

- Maintain regular contact with the Co-Chair of his/her thesis committee. The student should talk to the Co-Chair at least twice per year for guidance in the program and, in addition, is encouraged to communicate with the SPAC advisor for additional information.
- Stay involved with the BMS Program (e.g. retreat, recruiting events, seminars, journal clubs, Wednesday lunch talks).
- Maintain regular access to seminars and journal clubs to round out training experience.

D. QUALIFYING EXAMINATIONS

The qualifying examination consists of two parts, the Research Proposition Exam and the Advancement to Candidacy Exam. Both are focused on the actual work that will comprise the original research whose completion will lead to a PhD degree. The examination system is designed to ensure that each student will develop a reasonably broad knowledge in multiple areas (as reflected in the Research Tracks and Focus Areas). The goal of these qualifying examinations is to ensure attainment of skills needed to identify significant research problems, collect and integrate diverse scientific information, and to develop sound and creative experimental designs to test a scientific hypothesis.

1. RESEARCH proposition EXAM

Background and Perspective
The Research Proposition must be completed by Thanksgiving of the 2nd year. It is designed to get students and their Thesis advisors working together as soon as they commit to each other. The Research Proposition includes two parts: i) a written research proposal that is directly relevant to the student’s Thesis project and ii) an oral examination during which the student will present and defend the proposed research. The written proposal and the oral examination should encompass any and all areas of the first year curriculum deemed relevant to the proposal as well as specialized knowledge required by the proposed research.

Purpose
The Research Proposition is a grant-writing exercise that takes place during the Summer of the 1st year and the Fall of the 2nd year. The purposes of the Research Proposition are:
1. To get the student and Thesis advisor to work together at an early stage to develop the student’s Thesis research project
2. To have each student choose potential members of his/her Thesis Committee early in the graduate career
3. To teach the student grant writing skills and oral presentation skills
4. To test the student’s grasp of core material relating to the student’s research project
5. To provide the basis for a fellowship application

Definition of terms: This BMS requirement will be known as the Research Proposition Exam (BIOM 296, 4 credits).

BIOM 296 Chair. This person, appointed by the BMS graduate program, oversees this course. In 2015, the chair is Tony Yaksh, Ph.D. (tyaksh@ucsd.edu, X33597). His staff support is Leanne Nordeman.
Thesis advisor. Oversees student’s research. Must have a UCSD appointment and be appointed in the BMS program. If the thesis advisor is not in the BMS program, then a BMS faculty member must be appointed as a co-advisor.

Research Proposition Committee. The Research Proposition Committee is composed of a faculty Chair appointed by the BIOM 296 Chair and two faculty members selected by the Thesis advisor and student. These two members must have an appointment at UCSD (tenure track, adjunct, in residence, research series). The Thesis advisor may not be a member of this committee.

The Chair of Research Proposition Committee is appointed by the BIOM 296 Chair. His /Her job is to run the committee and approve the readiness of the student and the written proposal for the qualifying exam. Thus, the exam cannot proceed unless the chair gives his/her approval.

The Written Proposal
The Thesis advisor should direct the student to the description of the sections of an NIH RO1 submission and mentor the student in grant writing. The written proposal will take the format of a shorter NIH grant, as follows (all lengths refer to single-spaced typing, 0.5” all around margins, 12 point, Arial type):

Title – No more than 60 characters, space included
Summary – No more than 30 lines
Narrative – No more than 3 sentences, explaining in lay terms, the relevance of the proposed research to public health.
Specific Aims – 1 page, with clear statement of rationale and hypothesis and no more than three specific aims
Background and Significance – 2 to 3 pages
Preliminary Studies – 2 to 3 pages; student may include his/her own results, the lab’s prior studies, and other published results, if relevant.
Research Design and Methods – 5 to 7 pages, including discussions of anticipated outcomes and alternatives.
Literature Cited – Between 30-60 citations that support the rationale and the feasibility of the proposed research.
Graphics – Use Figures throughout the proposal to summarize the current knowledge, the research ideas, to show data and to depict experimental strategies.

Timeline
1) At the end of the first Spring quarter, each BMS student must identify a Thesis advisor. At this time, the BMS Chair and the BIOM 296 Chair (Dr. Yaksh) will meet with the students to go over the timeline and expectations for the entire process (as detailed below). Exemplary written proposals from the past will be available upon request from the BMS office.

2) During the Summer, several things must be accomplished
   a) The student and the Thesis advisor will work together to select an area for the student’s thesis work, and, under the direction of the advisor, the student will begin to read relevant papers and to develop familiarity with relevant experimental systems and procedures at the bench. The advisor can make the scientific portions of successfully funded grants available to the student, and encourage independent development of some of the themes in those grants.
b) With the advisor, each student will begin to create an abstract of the proposed research project, centered on a testable hypothesis and a feasible number of specific aims (no more than three in total).

c) The advisor and the student must also discuss possible membership of the student’s Research Proposition Committee consisting of 2 other eligible faculty members (see above) with expertise in the specific areas of the proposed research. This committee should be viewed as potentially part of the student’s future Thesis Committee (although membership can be changed subsequently).

3 On August 20, students and the BIOM 296 Chair (Dr. Yaksh) will meet to review student progress and the timeline to completion of this qualifying examination. Ideally students should have a draft Title, Abstract and Specific Aims sections of the proposal, though this is not required at this time.

4) On the Tuesday, September 1, the Title, Abstract and Specific Aims will be due, electronically, in the program office. The submission should be in the form of a pdf file, sent to lnordeman@ucsd.edu. The pdf file must include a cover page with a membership list of the student’s Research Proposition Committee, and a signature of the student’s Thesis advisor to signify approval of the submitted Title, Abstract, and Specific Aims.

5) By September 11, the BIOM 296 Chair (Dr. Yaksh) will assign a BMS faculty member to serve as the Chair of a student’s Research Proposition Committee. The Chair, as a member of the BMS program provides assurance of uniform standards in the proceedings. As noted above, the Research Proposition Committee consists of the appointed Chair and 2 other eligible faculty members (see above) with expertise in the specific areas of the proposed research.

6) By October 2, the Chair of each student’s Research Proposition Committee approves the Title, Abstract and Specific Aims. This emphasizes that the student must engage the BMS representative in the design and writing of the proposal so that this person can sign off by October 2.

7) During the balance of September and October, The student and Thesis advisor work together in the development of the proposal. The student should also work with other committee members to complete writing the proposal to the satisfaction of all members. This is to be a learning experience, with ample give and take and consultation by the student of all members of the Research Proposition Committee.

8) By October 23 the written proposal must meet the approval of all members of the Research Proposition Committee as evidenced by their signing off on the document. The indication of this signing off should be communicated by the Research Proposition Committee Chair to Leanne Nordeman (lnordeman@ucsd.edu). No sign off….no exam.

9) In November, and not later than the Wednesday before Thanksgiving, each student will present and defend the proposal orally before the Research Proposition Committee, an exercise in which the Thesis advisor does not participate. The examination of the student will be centered on the scientific proposal but may take on the character of a General or Qualifying Exam, covering relevant materials from first year courses and additional materials judged to be essential to the proposal. The student is responsible for arranging a place and time suitable to all Committee members to conduct the oral exam.

The exam, about 90 minutes in length, longer if necessary, will begin with an oral presentation of the proposed research by the student. This presentation may incorporate exhibits and should not exceed 40 minutes in length, so that ample time remains for questioning. Questions posed by the Committee
will cover the area of the student’s presentation as well as fundamental principles of any and all disciplines of biomedical sciences, especially as they relate to the proposition.

At the end of the oral presentation and examination, the committee will deliberate and deliver critiques of both the written proposal and oral presentation and defense. The results (except those marked “confidential”) shall be conveyed to the student immediately and to the Program office in writing.

Satisfactory performance will permit the student to proceed with full time research. Unsatisfactory performance may necessitate re-writing or re-presenting the oral defense, or result in a recommendation that the student withdraw from the program. No student will pass the Exam (written and oral portions) without the concurrence of the BMS Research Proposition Committee Chair. The BIOM 296 Chair (Dr. Yaksh) shall be notified of failures or any problems that are noted.

Administration

**Enforcement; Exceptions** – BMS students are expected to complete by Thanksgiving of the second academic year. There may be circumstances requiring exceptions: e.g., illness. Exceptions will be considered on a case-by-case basis by the relevant program officers including the BIOM 296 Chair. In no case will the extension be granted beyond the second Winter quarter. Students will be denied further registration in the Program if the Research Proposition is not successfully completed before the end of Winter Quarter of their second year.

**Summary: Schedule for the Research Proposition, 2015:**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial group meeting with Dr. Yaksh</td>
<td>June 16, 2015</td>
</tr>
<tr>
<td>Progress check meeting with Dr. Yaksh</td>
<td>August 20, 2015</td>
</tr>
<tr>
<td>Title/Abstract/Specific Aims due</td>
<td>September 1, 2015</td>
</tr>
<tr>
<td>Research Proposition Committee members named</td>
<td>September 11, 2015</td>
</tr>
<tr>
<td>Research Proposition Committee Chair representative named</td>
<td>September 11, 2015</td>
</tr>
<tr>
<td>Title/Abstract/Specific Aims and committee approval by Research Proposition Committee Chair</td>
<td>October 2, 2015</td>
</tr>
<tr>
<td>Written Proposal Due (approved by all Research Proposition Committee members)</td>
<td>October 23, 2015</td>
</tr>
<tr>
<td>Oral Examination completed by</td>
<td>November 25, 2015</td>
</tr>
</tbody>
</table>

Exceptions to these deadlines require prior approval of the BIOM 296 Chair.

**Grade and Credit**

After the oral examination, an S/U grade recommendation will be made by the Research Proposition Committee and forwarded to the Program Office. The BIOM 296 Chair will assign the final grade. An S will earn students 4 units of credit in the quarter in which the Research Proposition (BIOM 296) is completed. A student who fails to satisfactorily complete all elements of the Research Proposition within the prescribed time will earn a U grade and will be referred to the Student Standing, Promotions and Advisory Committee of the Biomedical Sciences Graduate Program for appropriate action. Satisfactory completion of the Research Proposition is a prerequisite to beginning the Thesis project.
Summary: Documents/information to be submitted to Program Office electronically to lnordeman@ucsd.edu:

By student:
   *On or before Tuesday (Sept. 1) –
   *Title/Abstract/Specific Aims, with a list of members on the Research Proposition Committee, and a signature of the Thesis advisor signifying approval of the submitted document in one pdf file.

By BIOM 296 Chair/Co-Chairs:
   *By Sept. 11– Assignment of BMS Research Proposition Committee Chair representative for each student
   *By end of Fall quarter – grade sheet for BIOM 296

By Research Proposition Committee Chair on each student’s Committee:
   *By October 2- Approval of Title/Abstract/Specific Aims and Committee Membership

By Research Proposition Committee for each student:
   *By October 23 - approval of the written proposal
   *By Wednesday before Thanksgiving (Nov. 25) – report and recommended grade in BIOM 296 for each student
2. ADVANCEMENT TO CANDIDACY EXAM

Selection of a Thesis Committee

The Graduate Division has specific and strict guidelines on the composition of a Thesis Committee. The Thesis Committee is chosen by the Thesis advisor and the student, with the consent of the Program Chair and the Dean of Graduate Studies and is appointed by the Office of Graduate Studies.

The Thesis Committee must have a minimum of 5 members and at least three must be BMS faculty. If all members are from BMS, then two must have a primary appointment in a department in which the Committee Chair has no affiliation, and one of these two must be a tenured UCSD faculty member (i.e., a Full Professor or Associate Professor). The Chair of the committee must be a member of the BMS program and will typically be the thesis advisor. A committee chair from outside BMS may not serve as the tenured, outside member. (The rules are complex and may seem to defy logic – please be sure to consult with Gina Butcher regarding the composition of thesis committees.) You must submit the names of your proposed thesis committee to Gina BEFORE you schedule your advancement to candidacy.

A list of the Thesis Committee Members must be submitted for approval by the end of the Spring quarter of the second year.

The Thesis Committee has functions: 1) it serves an advisory role in the conduct of the thesis research, the full committee, assembled according to the Graduate Division rules, serves as the student’s Advancement to Candidacy Examination Committee.

The intent of establishing the Thesis Committee early in the student's program and well before the Advancement to Candidacy is that its members may serve as informed experts and advisors to the student on various aspects of the thesis research. These committees are always to a student’s advantage.

Following the successful completion of the Advancement to Candidacy examination, the Thesis Committee must meet as a group with the student at least annually to evaluate the student’s research progress. Students should prepare and circulate to committee members a progress report in advance of each committee meeting.

Advancement to Candidacy Exam

The goal of this exam is for the student to apprise the Committee in a clear and comprehensive manner of the thesis research, so that the Committee members can evaluate it fairly and provide advice and direction to the student. This exam should be completed by the end of the Spring quarter of the third year and must be completed by the beginning of the Fall quarter of the fourth year.

The Committee is concerned with several issues:
a) The research program focuses on a significant problem;
b) Methods are appropriate and rigorous;
c) The research has been thoroughly and carefully designed;
d) Pitfalls and alternatives have been considered;
e) The project can be accomplished in a reasonable period of time.
f) Completion of the proposed research will provide appropriate training to support granting the Ph.D, degree.
g) Mentoring is appropriate.
h) Requirements are applied fairly and uniformly to assure high quality amongst graduates.

For the Committee to carry out its function and to conduct the Advancement to Candidacy examination optimally, the student prepares and submits to the committee a written description of proposed thesis investigation. This written document may represent a significantly updated version of the Research Proposition or a new proposal in the format of the Research Proposition (see above). The written document should be circulated to the committee at least one week before the oral examination.

The oral presentation at the exam should summarize the written proposal and may supplement the written information. During the oral examination the student should present the overall plan for the research, but should also focus on providing evidence of feasibility, and on the practicality and appropriateness of the methods.

Successful Advancement to Candidacy requires approval from all Thesis Committee members by signing the “Report of the Advancement to Candidacy Exam” form at the time of the exam (available from the BMS office). Advancement to candidacy requires the student to pay a candidacy fee to the cashier prior to submitting the form to the Dean of Graduate Studies for final approval.

To reiterate the program policy: Students must Advance to Candidacy by the beginning of the Fall quarter of the fourth year and must have an annual meeting with their Thesis committee after the Advancement to Candidacy. The program takes these annual committee meetings very seriously. They are in the students’ interests – always. Students who do NOT have an annual Committee meeting in the prior academic year will not be permitted to register in the following Fall quarter.

D. PRESENTATION AND DEFENSE OF THE DISSERTATION

The presentation and defense of the dissertation is divided into several steps:

1. When the student and advisor agree that the student’s research has reached a satisfactory endpoint (normally during the student’s fifth year in the program), the student convenes his or her Committee for a pre-defense meeting. At this meeting, the student provides the committee an overview of his or her work and an outline of the thesis. All committee members must approve that the body of work accomplished is sufficient for a thesis and that the student can proceed to writing his or her dissertation.

2. Once having obtained the approval to proceed, the student prepares the written dissertation. This document should present the individual student’s research and should be organized into a series of chapters including:

   • Introduction (background and a clear statement of the problem being investigated or hypotheses being tested). This should be a stand-alone chapter that serves as a review of the field, puts the research problem in the context of the field, and clearly summarizes the hypotheses being tested.
   • Results - This section usually consists of several chapters, possibly describing published work (use of text of published or submitted papers is acceptable, but mere insertion of reprints is not acceptable) and unpublished information (organized by Methods, Results, Discussion and Analysis in light of the problem or hypotheses stated
in Chapter 1). If data from published or submitted papers is presented, the contribution of the student in multi-author papers must be clearly stated. If a figure is included that presents an experiment in which someone else helped or performed the experiment, this must be explicitly stated.

- Conclusions (discussion of the findings, larger implications of the work, and suggestions for future experiments). This should also be a stand-alone chapter that puts the findings of the research accomplished in the context of the field and describes how the field has been advanced.

- References

While there are no strict guidelines, a typical thesis is 100 – 200 pages. The BMS office has some recent dissertations for examples. The Thesis advisors should provide more examples. Students should also consult their Thesis Committee members for input. Typically, preparation of the written thesis requires 2-3 months, depending on whether parts of the thesis have already been published. To save time, students should check with the Graduate Division (534-3555) for the University guidelines (which are strict) on the format of the written thesis. The final version must conform to procedures outlined in the University publication- Instructions for the Preparation and Submission of Doctoral and Masters' Theses (available on the Graduate Division website: http://grad.ucsd.edu/_files/academic-affairs/Dissertations_Theses_Formatting_Manual.pdf). The Graduate Division has very specific requirements. Check the rules carefully and do so in advance of writing.

3. When the student and the advisor agree that the written dissertation is nearing final form, and upon approval of all members of the thesis committee, the student schedules a public research seminar immediately followed by a closed thesis defense. The Academic Senate requires that the student must submit a draft of the written dissertation to each member of the doctoral committee at least four weeks before the final examination. If recommended by the thesis committee, the closed defense may be held prior to the public presentation. Several months’ notice may be needed to find a date compatible with all members of the committee. Note that the public defense must be advertised to the university community in advance of the meeting. Following a successful examination and approval of the thesis, the committee signs the thesis and the Final Report form.

4. A final exit meeting with the Graduate Division is required for the degree. The student submits the approved thesis with the Final Report, and Degree and Diploma application to the Graduate Division. Upon approval by the Dean of the Graduate Division, the student files the dissertation with the University Archivist in the Mandeville Special Collections Library of Geisel Library, who accepts it on behalf of the Graduate Council, a subcommittee of the Academic Senate. Acceptance of the dissertation by the University Archivist and filing the Final Report with the Graduate Division represent the final steps in the completion of all requirements for the Ph.D. in Biomedical Sciences.
### E. SUMMARY OF EXAM & DEFENSE TIMELINES

<table>
<thead>
<tr>
<th>Research Proposition Exam (BIOM296):</th>
<th>Spring/Year 1 to Fall/Year 2</th>
<th>Responsible parties</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Task</strong></td>
<td><strong>Time</strong></td>
<td><strong>Research Proposition Exam Chair – Tony Yaksh</strong></td>
</tr>
<tr>
<td>Research Proposition Introduction &amp; Progress Meetings</td>
<td>June 16, 2015 &amp; August 20, 2015</td>
<td>Students and BIOM 296 Chair – Tony Yaksh</td>
</tr>
<tr>
<td>Electronic submission to the BMS office of Proposal Title, Abstract, Specific Aims; Research Proposition Committee Members; approval signature by Thesis advisor.</td>
<td>On or before September 1, 2015</td>
<td>Student and Thesis Advisor</td>
</tr>
<tr>
<td>Assignment of Research Proposition Committee</td>
<td>By September 11, 2015</td>
<td>BIOM 296 Chair – Tony Yaksh</td>
</tr>
<tr>
<td>Approval of proposal outline and Research Proposition Committee roster</td>
<td>By October 2, 2015</td>
<td>Research Proposition Chair</td>
</tr>
<tr>
<td>Approval of the full proposal</td>
<td>By October 23, 2015</td>
<td>Research Proposition Committee</td>
</tr>
<tr>
<td>Completion of oral exam</td>
<td>By November 25, 2015</td>
<td>Student and Research Proposition Committee</td>
</tr>
<tr>
<td>Submission of report and recommended grade for each student</td>
<td>By Dec. 7, 2015</td>
<td>Research Proposition Committee</td>
</tr>
<tr>
<td>Completion of BIOM 296 grade sheet</td>
<td>By the end of Fall quarter</td>
<td>BIOM 296 Chair – Tony Yaksh</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Advancement to Candidacy:</th>
<th>Spring/Year 2 to Spring/Year 3</th>
<th>Responsible parties</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Task</strong></td>
<td><strong>Time</strong></td>
<td><strong>Research Proposition Exam Chair – Tony Yaksh</strong></td>
</tr>
<tr>
<td>Selection of Thesis Committee Consisting of 5 members, complying with Graduate Division regulation. <em>Submit proposed Committee to Gina</em></td>
<td>Spring quarter of student’s second year</td>
<td>Student and Thesis Committee</td>
</tr>
<tr>
<td>Submission of a written Thesis proposal to the Thesis Committee</td>
<td>One week before the Advancement to Candidacy Exam</td>
<td>Student and Thesis Committee</td>
</tr>
<tr>
<td>Advancement to Candidacy Exam</td>
<td>Must be no later than the end of the Fall quarter of student’s third year.</td>
<td>Student and Thesis Committee</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Thesis Defense:</th>
<th>BMS recommendation- Spring/Year 5 to Fall/Year 6</th>
<th>Responsible parties</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Task</strong></td>
<td><strong>Time</strong></td>
<td><strong>Research Proposition Exam Chair – Tony Yaksh</strong></td>
</tr>
<tr>
<td>Pre-defense meeting</td>
<td>BMS recommendation- prior to writing the Thesis</td>
<td>Student and Thesis Comm.</td>
</tr>
</tbody>
</table>
VII. REPORTS AND EVALUATIONS

A. ANNUAL COMMITTEE REVIEW OF FIRST-YEAR PERFORMANCE

The Student Standing, Promotions and Advisory Committee (SPAC) meets periodically to review the performance of each first-year student in laboratory rotations, formal class work and in meeting the degree requirements. At the end of Spring Quarter of the first year, the student’s SPAC advisor evaluates the student’s performance with a written documentation submitted to the Program office. Where necessary, SPAC advisor consults directly with the student. The importance of this evaluation is emphasized by the fact that it forms the basis of a recommendation to the BMS Chair concerning whether the student should continue in the degree program at the end of the first year.

B. ANNUAL REVIEW OF PERFORMANCE BEYOND FIRST-YEAR

During the Fall Quarter of the Second Year, the performance of the student on the Research Proposition Exam will be evaluated by the members of the Research Proposition Committee, and the results will be conveyed in writing to the student and the Program Office. At the end of the Spring Quarter of the Second Year, the thesis advisor will submit a written evaluation of the student’s progress. In all subsequent years, the annual review of the student’s performance should coincide with an annual thesis committee meeting to be held in the Spring Quarter. This evaluation should indicate the degree to which students are, over all, progressing satisfactorily in their studies; their strengths and weaknesses in research and, where applicable, as teaching assistants. These evaluations should contain cogent and clear advice to students. This evaluation is made available to students to read and respond as desired. A copy of this evaluation is sent to the Graduate Division to be made part of the students' permanent files. Students must participate in this annual evaluation by discussing their progress with advisors and thesis committee members and by adding their written comments to the evaluation. When completed, the evaluation must be approved by the BMS chair.

C. SUMMARY OF ANNUAL REVIEW TIMELINE

**** The students and faculty should note that Graduate Division must have on file a satisfactory Spring Evaluation before financial support for the following Fall Quarter will be approved. ****

<table>
<thead>
<tr>
<th>Year</th>
<th>Deadline of Review</th>
<th>Responsible parties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year-1</td>
<td>End of Spring Quarter</td>
<td>SPAC advisors</td>
</tr>
<tr>
<td>Year-2</td>
<td>End of Spring Quarter</td>
<td>Thesis Advisors</td>
</tr>
<tr>
<td>Year-3</td>
<td>End of Spring Quarter</td>
<td>Thesis Committees</td>
</tr>
</tbody>
</table>
VIII. STUDENT AWARDS

Students are encouraged to apply for external competitive fellowships. Students who obtain such awards will receive a one-time $2,000 bonus. (If the student is in their first year and has not joined a lab yet, BMS will provide the bonus. If the student is in a thesis lab, the thesis advisor will provide the bonus.)

In addition, the following awards recognize excellence in the performance of students during their Ph.D. training and are overseen by the BMS Awards Committee:

A. OUTSTANDING DISSERTATION AWARD

The Outstanding Dissertation Award recognizes and rewards a graduate student whose thesis has been identified by the BMS Program Awards Committee, following nomination by the thesis advisor and one committee member, as outstanding among all those submitted during the previous year.

Award

The recipient will receive a cash award of $1,000 and be invited to speak at the annual BMS retreat.

Eligibility

To be eligible for the award, the nominated student must have defended his or her thesis during the period July 1, 2015 – June 30, 2016.

Nomination Procedure

The nomination should include nomination letters from the thesis advisor and one committee member. The letter should comment on:

- Clarity and composition of written thesis
- Scholarship demonstrated in the thesis
- Contribution of the thesis to the research

B. OTHER AWARDS

The following awards are also in place when applicable:

- Best talk awards at the annual BMS retreat
- Poster awards at the annual BMS retreat

<table>
<thead>
<tr>
<th>Year</th>
<th>End of Spring Quarter</th>
<th>Thesis Committees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 4</td>
<td>End of Spring Quarter</td>
<td>Thesis Committees</td>
</tr>
<tr>
<td>Year 5</td>
<td>End of Spring Quarter</td>
<td>Thesis Committees</td>
</tr>
<tr>
<td>Year 6 (if applicable)</td>
<td>End of Spring Quarter</td>
<td>Thesis Committees</td>
</tr>
</tbody>
</table>
IX. POLICIES ON STUDENT SUPPORT

A standard support level ($31,000 annually or $2583/month) has been set by the BMS Program for all BMS graduate students.

During the first year, the BMS program will be responsible for supporting the student’s tuition and fees for three quarters (Fall, Winter and Spring) or until they enter their Thesis lab. Thereafter, BMS students will be supported by their Thesis advisors, by Fellowships and/or by Training Grants.

*The thesis advisor is responsible for the student’s support as soon as the student enters the advisor’s laboratory. Students should discuss their intentions with potential Thesis Advisors in advance and during the rotation periods to avoid funding problems that would prohibit students from joining the laboratories of interest.*

Thesis advisors who support student GSRs (Graduate Student Researchers) at a level of 25% or more are required by UCSD policy to contribute to the campus-wide GSRTF (Graduate Student Researcher Tuition/Fees) pool. This fund is drawn upon to cover the cost of students' UCSD tuition and fees.

There are 2 different sources to pay the graduate student stipends at UCSD. Both are considered taxable income.

1) Salary (GSR): salary paid via "payroll" -- mandatory deductions.
2) Stipend (Fellowship/Training Grant): stipend paid via Student Business Services -- no deductions so you are responsible for paying taxes on your own when you file your tax return.

During the summer you may be subject to student FICA deductions of 8.95% (7.5% for DCP and 1.45% for Medicare). DCP is UCSD's alternative to social security taxes for students. Graduate students are exempt from these deductions during the academic year (otherwise you would pay social security taxes all year like the staff/faculty).

The BMS Program does not permit students to have outside jobs, because completion of the Ph.D. thesis research projects will demand the students to devote full effort. Earnings from employment (i.e. Teaching Assistantships, GSA etc.) may be used to bring stipends up to the standard support level ($31,000/year), but they may not to be used to increase earnings above the standard support level.

X. TERMINAL MASTERS DEGREE

The BMS program offers a Terminal Master's degree to students who do not complete the Ph.D. requirements but who satisfactorily complete the core and advanced course work requirements, three laboratory rotations, the Research Proposition examination, and have a GPA of at least 3.0 (Graduate Division requirement). Award of the degree requires approval of the student's advisor and the Chair of BMS.
XI. LEAVES OF ABSENCE

A student is expected to be in continuous residence until the thesis is awarded. Absence from the university in excess of four working days for any types of personal reasons require the prior approval of the student’s SPAC advisor (prior to selection of a Thesis laboratory) or the Thesis advisor. Vacations or time away from the lab may be taken only upon approval by the Thesis Advisor. First-year students should not schedule vacations prior to selecting a thesis laboratory.

A student may request a leave of absence for a maximum of one year when conditions established by the Graduate Division are met. If the student does not return from leave by the Graduate Division deadline date, he or she must reapply for admission. Extension of a leave of absence beyond one year will be made only under exceptional circumstances. Leaves of absence for childbearing and parenting (primary responsibility for care of children under 5 years of age) will be granted for up to three quarters. Approved leaves for these purposes will not count in a full year (3-quarter) leave limit applicable to all graduate students. Professional obligations, e.g. post-graduate training or service by physicians, will not be considered as reasons for extension of a leave of absence. Students who are considering a leave are encouraged to consult with the BMS Director to discuss requirements and options.
GUIDELINES FOR BMS
M.D./Ph.D. CANDIDATES

I. ADMISSIONS REQUIREMENTS

M.D./Ph.D. applicants must meet all requirements for graduate admission to the Biomedical Sciences Program, except that the MCAT exam scores may be submitted in place of the GRE exam scores. Copies of Academic Records may be submitted by the School of Medicine. Students are evaluated during their second year of study for matriculation into the Ph.D. program during their third year.

II. COURSE WORK AND ROTATIONS

A. M.D./Ph.D. students are required to take the Fall seminar course (BIOM 201) and to complete all Biomedical Sciences advanced course work (electives) as required of other graduate students in the program. Graded core courses for first year graduate students in the Biomedical Science Program are not required for UCSD medical students. The applicability of previous course work toward the Biomedical Sciences Graduate Program course requirements will be evaluated on an ad hoc basis. However, elective requirements (15 units total; 8 for a letter grade) are the same for all students.

B. M.D./Ph.D. students must have conducted research in at least two laboratories of UCSD faculty other than their thesis advisor. Laboratory rotations taken during elective time in medical school can fulfill this requirement. At least one laboratory experience must have been in the laboratory of a member of the BMS Program. Based on their rotation experience, M.D./Ph.D. students admitted into the BMS program must be able to choose a thesis lab during the summer after their 2nd year of medical school and be ready to participate in the Research Proposition Exam as they begin the graduate program.

C. M.D./Ph.D. students are required to successfully complete the Research Proposition Exam during the Fall quarter of their first year of Ph.D. training in the BMS Graduate Program (which would generally be the year after completion of the first two years of medical school). This is a requirement for further advancement in the graduate program. M.D/Ph.D. students are also expected to successfully complete the Advancement to Candidacy Exam by the end of their second year in Ph.D. training and must complete the exam by the end of the Fall quarter of their third year of Ph.D. training. Failure to complete these requirements on time will result in blockade of registration and financial support until the requirement is met.

D. M.D./Ph.D. students must also satisfy the one-quarter Teaching/Outreach requirement as described in Section V of the general guidelines.
III. REGISTRATION REQUIREMENTS

A. The Graduate Council imposes the following requirements:

1. If in any given quarter a student is spending the majority of his/her time within the graduate program the student must be registered as a graduate student that quarter.

2. To receive the Ph.D. degree a student must be registered as a graduate student for a minimum of 6 academic quarters, three of which are continuous. Graduate Division has waived the requirement that students be registered as graduate students in the quarter they receive their degree if they are registered in the School of Medicine during that quarter.

B. The School of Medicine requires, for medical licensing, that students be registered for a minimum of 11 quarters in the medical school.

IV. COMPLETION OF RESEARCH WORK/RETURN TO CLINICAL TRAINING

All requirements for the Ph.D. degree must be completed prior to leaving the graduate program to return to clinical training (including junior year core clerkships). This includes passing of the Research Proposition examination, teaching requirement, Advancement to Candidacy, writing and defense of the thesis, and submission of the completed thesis manuscript to the library, according to Graduate Division guidelines. With the above requirements in mind, a typical quarterly program of registration for an M.D./Ph.D. student in the Biomedical Sciences Graduate Program is shown below. The normal time to degree for M.D./Ph.D. students is 7 years.
## SCHEDULE FOR M.D./Ph.D. STUDENTS

<table>
<thead>
<tr>
<th></th>
<th>Summer</th>
<th>Fall</th>
<th>Winter</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>YEARS 1 and 2 M.D.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full time registration (M) and course work in School of Medicine</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 or 3 laboratory rotations completed in Summers of years 1 and 2 of Medical School</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Research Proposition</strong> completed during Summer/Fall of year 1 of Ph.D.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>YEAR 3 M.D. (Year 1 of Ph.D.)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final Lab rotation (If necessary) (M*)</td>
<td>Thesis Lab (G)</td>
<td>Thesis Lab (G)</td>
<td>Thesis Lab (G)</td>
<td></td>
</tr>
<tr>
<td>Research Proposition (G)</td>
<td>BIOM 201</td>
<td>BIOM 219 &amp; BIOM 285 (G)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thesis Lab (G)</td>
<td>Research Proposition (G)</td>
<td>Appointment of an Official Thesis Committee (G)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>YEAR 4 M.D. (Year 2 of Ph.D.)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thesis Lab (M*)</td>
<td>Thesis Lab (G)</td>
<td>Thesis Lab (G)</td>
<td>Thesis Lab (G)</td>
<td></td>
</tr>
<tr>
<td>Thesis Lab (G)</td>
<td>thesis Lab (G)</td>
<td>Advancement to Candidacy</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>YEAR 5 M.D. (Year 3 of Ph.D.)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thesis Lab (M*)</td>
<td>Thesis Lab (G)</td>
<td>Thesis Lab (G)</td>
<td>Thesis Lab (G)</td>
<td></td>
</tr>
<tr>
<td>Thesis Lab (G)</td>
<td>Thesis Lab (G)</td>
<td>Ph.D. Defense (G)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>YEAR 6 M.D.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clinical Core (M)</td>
<td>Clinical Core (M)</td>
<td>Clinical Core (M)</td>
<td>Clinical Core (M)</td>
<td></td>
</tr>
<tr>
<td><strong>YEAR 7 M.D.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clinical Electives (M)</td>
<td>Clinical Electives (M)</td>
<td>Clinical Electives (M)</td>
<td>Clinical Electives (MD)</td>
<td></td>
</tr>
</tbody>
</table>

(M) = Registration in School of Medicine
(G) = Registration in Graduate Program
(M*) = Full time laboratory work, but registration in the School of Medicine
* = The elective courses may be taken at any time during graduate studies

The graduate program does not require registration during the summer; these quarters can be counted toward the School of Medicine 11 quarter registration minimum.
GUIDELINES FOR BMS
Pharm.D./Ph.D. CANDIDATES

I. ADMISSIONS REQUIREMENTS

PharmD/PhD applicants must meet the requirements established by the BMS Program for admission of PharmD/PhD applicants. GRE test scores are not required and Copies of Academic Records may be submitted by the School of Pharmacy. Students are evaluated during their second year of study for matriculation into the Ph.D. program during their third year.

II. COURSE WORK AND ROTATIONS

A. PharmD/PhD students are required to take the Fall seminar course (BIOM 201) and to complete all Biomedical Sciences advanced course work (electives) as required of other graduate students in the program. Graded core courses for first year graduate students in the Biomedical Science Program are not required for UCSD PharmD students. The applicability of previous course work toward the Biomedical Sciences Graduate Program course requirements will be evaluated on an ad hoc basis. However, elective requirements (15 units total; 8 for a letter grade) are the same for all students.

B. PharmD/PhD students must have conducted research in at least two laboratories of UCSD faculty other than their thesis advisor. PharmD/PhD students will be guided to complete these laboratory rotations taken during the summers before the first year, between the first and second years, or between the second and third years of the pharmacy school curriculum to fulfill this requirement. At least one laboratory research experience must have been in the laboratory of a member of the BMS Program. The evaluations of student performance during these rotations will be an important part of the application file for acceptance into the BMS program.

C. PharmD/PhD students are required to successfully complete the Research Proposition Exam during the Fall quarter of their first year of PhD training in the Biomedical Sciences Graduate Program. This is a requirement for further advancement in the graduate program. PharmD/PhD students are also expected to successfully complete the Advancement to Candidacy Exam by the end of their second year in Ph.D. training and must complete the exam by the end of the Fall quarter of their third year of Ph.D. training. Failure to complete these requirements on time will result in blockade of registration and financial support until the requirements are met.

D. The significant teaching and outreach experience that is comprised within the PharmD curriculum will satisfy the 1-quarter Teaching/Outreach requirement as described in Section V of the general guidelines. Thus PharmD/PhD students will not be required to perform additional teaching or outreach during their research studies in the BMS program.
III. REGISTRATION REQUIREMENTS

A. The Graduate Council imposes the following requirements:

1. If in any given quarter a student is spending the majority of his/her time within the graduate program the student must be registered as a graduate student that quarter.

2. To receive the Ph.D. degree a student must be registered as a graduate student for a minimum of 6 academic quarters, three of which are continuous.

B. The School of Pharmacy requires, for licensing, that students be registered for a minimum of 12 quarters in the pharmacy school.

IV. COMPLETION OF RESEARCH WORK/RETURN TO PHARMACY TRAINING

All requirements for the Ph.D. degree must be completed prior to leaving the graduate program to return to pharmacy training. This includes completion of the Research Proposition and the Advancement to Candidacy examinations, writing and defense of the thesis, and submission of the completed thesis manuscript to the library, according to Graduate Division guidelines. With the above requirements in mind, a typical quarterly program of registration for a PharmD/PhD student in the Biomedical Sciences Graduate Program is shown below. The normal time to degree for PharmD/PhD students is 7-8 years.
# SCHEDULE FOR Pharm.D./Ph.D. STUDENTS

<table>
<thead>
<tr>
<th>Summer</th>
<th>Fall</th>
<th>Winter</th>
<th>Spring</th>
</tr>
</thead>
</table>

## YEARS 1 and 2
- Full time registration (P) and course work in the Pharmacy School
- 2 or 3 laboratory rotations completed in summers between years 1-2 and years 2-3 (*P)

## YEAR 3 (Year 1 of Ph.D.)
- Final Lab rotation (If necessary) (P*)
- Research Proposition (G)
- Thesis Lab (G)
- BIOM 201
- Research Proposition (G)
- Thesis Lab (G)
- Thesis Lab (G)
- Thesis Lab (G)
- Appointment of an Official Thesis Committee (G)

## YEAR 4 (Year 2 of Ph.D.)
- Thesis Lab (M*)
- Thesis Lab (G)
- Thesis Lab (G)
- Thesis Lab (G)
- Thesis Lab (G)
- Advancement to Candidacy

## YEAR 5 (Year 3 of Ph.D.)
- Thesis Lab (M*)
- Thesis Lab (G)
- Thesis Lab (G)
- Thesis Lab (G)
- Thesis Lab (G)
- Ph.D. Defense (G)

## YEAR 6 (Year 3 of Pharm. D.)
- Pharmacy (P)
- Year 3 Curriculum
- Year 3 Curriculum
- Year 3 Curriculum

## YEAR 7 (Year 4 of Pharm. D.)
- Pharmacy (P)
- Clinical Core
- Clinical Core

(P) = Registration in SKAGGS School of Pharmacy
(G) = Registration in Graduate Program
(P*) = Full time laboratory work, but registration in the School of Medicine.

The graduate program does not require registration during the summer; these quarters can be counted toward the School of Pharmacy 12 quarter registration minimum.
Salk Institute Mobile Science Lab

The Salk Institute Mobile Science Lab is a unique program that is bringing hands-on laboratory experiences to middle school children in San Diego County. This program was developed with local teachers and Salk scientists to fill a need for state of the art laboratory activities at the middle school level. The curriculum for the unit was designed to increase both teachers' and students' knowledge of genetics and DNA technology. The traveling science program was made possible through a gift of a natural gas powered van from Pearson Ford and the San Diego County Office of Education.

The curriculum begins with asking the students to examine fruit flies, showing examples of normal and mutant flies and introducing the concept that traits are instructions carried by the genetic material of the organism. Another experiment allows students to learn about the structure of DNA and to extract DNA from a bacterial solution. Students end with learning about gel electrophoresis, the basis for DNA fingerprinting which is used in disease screening as well as in criminal and paternity cases. All the necessary equipment is brought to the classroom.

A volunteer staff of faculty, post-doctoral fellows, graduate students and community members help to operate the Salk Mobile Science Lab and the program is designed to accommodate their schedules.

As a Biomedical Science Graduate Student Mentor, you will be working with a lead instructor (Dona Mapston) bringing the three-day biotechnology curriculum to middle schools across San Diego County. The program visits schools approximately every other week on Wed, Thurs, and Friday, working with up to four classes per day at each school (morning schedules only) and contact between 90-160 students per school. You will be trained on the curriculum at the first school you work with, and then you will be the lead instructor for the curriculum at an additional three schools (4 weeks total). You will also be responsible for assisting with all activities in the curriculum as well as set up, clean up, and working with our other volunteers from the science community.

Interested students should contact Dona Mapston at the Salk Institute for more information: 858 453-4100 x1954 or mapston@salk.edu
Academic Connections - SUMMER TEACHING OPPORTUNITY FOR TA/OUTREACH CREDIT

Academic Connections is an initiative designed to provide high school students access to educational opportunities at UCSD. One of the programs has a summer residential component that gives high school students an opportunity to experience college life. All of the courses were developed and taught by UCSD graduate students. For more details see: http://academicconnections.ucsd.edu

Each year, planning for the summer residential program takes place during the fall and winter quarters. Motivated students are invited to submit courses designed for 9-12th grade students, which will engage them academically and take advantage of the University's resources. Special emphasis should be placed on hands-on experimentation. Resources (lab space and supplies) are available for course development. This is a great opportunity for graduate students to gain additional teaching experience, have an impact on the education of future university students, and to share with young students their excitement about their fields and their own desire to learn.

Interested students in the Biomedical Sciences Program should consider courses directly related to the life sciences on any appropriate subject (molecular biology, cell biology, pharmacology and physiology, for an example see www.academicconnections.ucsd.edu/courses/cancer2002.htm). Classes are small (no more than 20 students), and the content should reflect your specific expertise. An optimal situation is for you to work with your mentor to develop the course. Student instructors also work with the director of the program to organize the curriculum and obtain the necessary resources.

The summer program usually takes place in the last three weeks of July. This is an intensive outreach activity that may take 6 weeks of full time commitment (3+ weeks preparation and 3 weeks teaching).

Because of the added workload, students should first seek approval from their advisor and the BMS Program. You should also consider working with another student to distribute the workload. BMS students do NOT receive additional pay above the regular BMS stipend so any pay will go towards their regular BMS stipend. Contact Gina Butcher for approval and clarification regarding method of payment.

Interested students should contact Academic Connections: Phone (858) 534-0804 or Email: academicconnections@ucsd.edu
**UC San Diego Principles of Community**

The University of California, San Diego is dedicated to learning, teaching, and serving society through education, research, and public service. Our international reputation for excellence is due in large part to the cooperative and entrepreneurial nature of the UC San Diego community. UC San Diego faculty, staff, and students are encouraged to be creative and are rewarded for individual as well as collaborative achievements.

To foster the best possible working and learning environment, UC San Diego strives to maintain a climate of fairness, cooperation, and professionalism. These principles of community are vital to the success of the University and the well being of its constituents. UC San Diego faculty, staff, and students are expected to practice these basic principles as individuals and in groups.

- We value each member of the UC San Diego community for his or her individual and unique talents, and applaud all efforts to enhance the quality of campus life. We recognize that each individual's effort is vital to achieving the goals of the University.

- We affirm each individual's right to dignity and strive to maintain a climate of justice marked by mutual respect for each other.

- We value the cultural diversity of UC San Diego because it enriches our lives and the University. We celebrate this diversity and support respect for all cultures, by both individuals and the University as a whole.

- We are a university that adapts responsibly to cultural differences among the faculty, staff, students, and community.

- We acknowledge that our society carries historical and divisive biases based on race, ethnicity, sex, gender identity, age, disability, sexual orientation, religion, and political beliefs. Therefore, we seek to foster understanding and tolerance among individuals and groups, and we promote awareness through education and constructive strategies for resolving conflict.

- We reject acts of discrimination based on race, ethnicity, sex, gender identity, age, disability, sexual orientation, religion, and political beliefs, and, we will confront and appropriately respond to such acts.

- We affirm the right to freedom of expression at UC San Diego. We promote open expression of our individuality and our diversity within the bounds of courtesy, sensitivity, confidentiality, and respect.

- We are committed to the highest standards of civility and decency toward all. We are committed to promoting and supporting a community where all people can work and learn together in an atmosphere free of abusive or demeaning treatment.

- We are committed to the enforcement of policies that promote the fulfillment of these principles.

We represent diverse races, creeds, cultures, and social affiliations coming together for the good of the University and those communities we serve. By working together as members of the UC San Diego community, we can enhance the excellence of our institution.