Areas of Specialization for Graduate Degrees:

M.S.
- Exercise Physiology (EP)
- Sport Pedagogy (SP)
- Master of Public Health (MPH)

Ph.D.
- Kinesiology, Exercise Nutrition, and Health Promotion (KENHP)
HHPR Graduate Program Directory

HHPR Front Office: 710-3505

Graduate Program Director: Dr. Joe Shim (Joe_shim@baylor.edu) 710-4009

Graduate Program Admissions Director: Dr. Glenn Miller (Glenn_Miller@baylor.edu) 710-4001

Graduate Program Coordinator: Ms. Deepa Morris (Deepa_Morris@baylor.edu) 710-3526

Area Program Directors
Graduate Doctoral Program Director (KENHP):  
Dr. Paul Gordon (Paul_M_Gordon@baylor.edu) 710-3526

Graduate Exercise Physiology Program Director (MS emphasis in EP):  
Dr. Brian Leutholtz (Brian_Leutholtz@baylor.edu) 710-4013

Graduate Sport Pedagogy Program Director (MS emphasis in SP):  
Dr. Glenn Miller (Glenn_Miller@baylor.edu) 710-4001

Master of Public Health Program Director (MPH):  
Dr. Eva Doyle (Eva_Doyle@baylor.edu) 710-4023

Other Important Numbers
Financial Aid Office: 710-2611
Cashier’s Office: 710-2114
Registrar Office: 710-1181
Graduate School: 710-3588
HHPR Non Majors Program  
Director, Mr. John Faribault: 710-4032  
Assistant Director, Dr. Mary Ann Jennings: 710-4025
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Department Vision and Mission Statement

The Department of HHPR has been blessed with a long tradition of outstanding faculty who are dedicated to teaching and mentoring students, serving their university and profession, and contributing to scholarly activities. As a result, they have made a significant impact on the lives of their students. The caring nature of faculty, devotion to faith-based learning, and desire to see students become successful individuals and professionals have made the Department of HHPR at Baylor University a truly special place.

It is upon this foundation that our department moves forward as part of Baylor University's current strategic plan, Pro Futuris, to become one of the top tier programs in America through teaching, research, and service. This will be accomplished by recruiting outstanding faculty and students; developing new niche graduate programs at the master’s and doctoral levels; developing state-of-the art laboratories and facilities; aggressively pursuing grants and contracts; conducting, presenting, and publishing relevant research; and reaching out to our community. It is our goal not only to be a contributing unit to Pro Futuris but also to help lead the university in attaining national and international distinction by training exceptional leaders in our field and conducting high quality research in the areas of HHPR.

While you are reading this HHPR Departmental Handbook, the graduate faculty would like to say welcome to our program and best wishes to you as you continue your professional journey. Faculty members in the Department of HHPR at Baylor University are committed to assisting you in reaching your personal and professional goals.
Department of HHPR Graduate Program

Students seeking admission into the Master of Science (MS), Master of Public Health (MPH), or Doctor of Philosophy (PhD) program within the Department of Health, Human Performance and Recreation (HHPR) must meet the admission requirements of the Baylor University Graduate School for unconditional or conditional (probationary) status. In addition, applicants must meet specific HHPR program requirements within their selected areas of specialization. In the area of exercise physiology, candidates who do not meet specific HHPR program admission requirements may be required to complete undergraduate course work to meet identified deficiencies. Previously completed course work will be evaluated on an individual basis to determine if any deficiencies exist in foundational courses for the discipline. Requirements vary within the areas of specialization and are noted in the HHPR Graduate Departmental Handbook. Identified courses may be completed concurrently with graduate work, but must be completed before the student is admitted to candidacy for the degree. Students should contact the HHPR Graduate Director if they have specific questions regarding this process.

Students must successfully complete requirements for a culminating experience by taking a written comprehensive examination, which may be followed by an oral examination as determined by comprehensive examination committee members should the written exam not be completed satisfactorily.

Dependent upon the degree option selected, students must complete the requirements for a thesis, internship, or practicum. After completing the selected requirement/option, the student performs a professional presentation of this experience to a select examination committee. At this time there is no official master’s degree foreign language requirement in the Department of HHPR.

Academic Specializations
In the Department of Health, Human Performance, and Recreation, a six hour core curriculum is required in research methods and statistics. Please visit our HHPR Departmental Website www.baylor.edu/HHPR for additional information regarding our academic specializations and/or specific areas in this HHPR Graduate Handbook.

Appropriate Background for Acceptance to the M.S. Program in Exercise Physiology
At this time, the only master’s degree in the Department of HHPR that requires appropriate academic science background is exercise physiology. Recently, due to the interest in our unique graduate program, we have received much interest from students without appropriate exercise science academic preparation interested in pursuing the master’s in exercise physiology. We do not want to discourage this interest but we also want all of our students to understand that a proper foundational educational exercise science base is a must to be successful in our exercise physiology master’s degree tract. Students who pursue a graduate degree must have graduated from an accredited four year institution with the appropriate undergraduate background in the field of proposed academic emphasis such as exercise science or exercise physiology. Normally, the appropriate preparation will be an undergraduate degree in exercise science (or equivalent), a minimum of 15-18 semester hours of appropriate course work may be required based on previous academic history/experience for students without an academic background in exercise science. Each applicant will be individually evaluated by the graduate director in exercise science.
physiology to determine as to what courses would be appropriate as prerequisites. These courses may be completed concurrently with graduate work, but must be completed before the student is admitted for candidacy for the degree. The following are examples of exercise science course prerequisites that may be required for students who have minimal exercise physiology background. Other courses may be substituted based on the exercise physiology area director’s evaluation of the student’s transcript.

15 to 18 course hours of the following will normally be considered “appropriate.”

* Care and Prevention of Athletic Injuries
  Concepts of Athletic Training
* Human Anatomy and Anatomic Fundamentals of Motion
* Basic Exercise Physiology of Activity
* Techniques of Physiological Fitness Assessment
  Techniques of Aerobic Conditioning
  Cardiovascular Physiology
  Research & Statistics Methods in Exercise Science
* Fitness Programming for Individuals with Physical Disabilities
* Exercise Prescription and Fitness Programming
* Techniques of Strength Training and Conditioning
* Kinesiology and/or Biomechanics
  Applied Aspects of Motor Learning
* Performance Enhancement & Metabolism for Sport & Exercise Science

*Denotes recommended previous educational background or prerequisites
Master's Degree in Exercise Physiology

Course Requirements

Program Director: Dr. Brian Leutholtz
36 Total Credit Hours

**HHPR Department Core (6 hours)**
HP 5379 - Research Methods in HHPR
EDP 5334 - Statistical Methods or STAT 5300 Statistical Methods

**Emphasis Core (21 hours)**
HP 5328 - Physiology of Exercise I - Neuromuscular Aspects
HP 5330 - Physiology of Exercise II - Cardiopulmonary Aspects
HP 5333 - Exercise Testing and Prescription
HP 5340 - Advanced Biochemistry in Exercise Science
HP 5352 - Advanced Principles of Exercise and Sport Nutrition
HP 5354 - Advanced Methods of Strength and Conditioning
HP 5357 - Advanced Methods of Exercise Programming for Individuals with Chronic Diseases and Disabilities

**Restricted Electives (3 hours)**
Requires approval from exercise physiology program director

**Required Culminating Experience (6 hours)**
HP 5V99 Thesis (6), HP 5V94 Practicum (3), or HP 5V90 Internship (6)
Requires departmental approval

**Comprehensive Exam**
Master's Degree in Exercise Physiology

Course Sequence

YEAR 1

Fall
HP 5379 - Research Methods in HHPR
HP 5328 - Physiology of Exercise I - Neuromuscular Aspects
HP 5354 – Advanced Methods of Strength and Conditioning

Spring
EDP 5334 – Statistical Methods or STAT 5300 Statistical Methods
HP 5330 - Physiology of Exercise II - Cardiopulmonary Aspects
HP 5333 - Exercise Testing and Prescription

Summer
Possible Restrictive Elective

YEAR 2

Fall
HP 5340 - Advanced Biochemistry in Exercise Science
HP 5357 - Advanced Methods of Exercise Programming for Individuals with Chronic Diseases and Disabilities
Restrictive Elective

Spring
HP 5352 - Advanced Principles of Exercise and Sport Nutrition
HP 5V90/HP 5V94/HP 5V99 Internship/Practicum/Thesis
Possible Restrictive Elective If Needed
Master's Degree in Sport Pedagogy

Course Requirements

Program Director: Dr. Glenn Miller
36 Total Credit Hours

**HHPR Department Core (6 hours)**
- HP 5379 - Research Methods in HHPR
- EDP 5334 - Statistical Methods *or* STAT 5300 Statistical Methods

**Emphasis Core (18 hours)**
- HP 5377 - Issues and Trends in HP & Sport Management
- HP 5368 – Motor Learning
- HP 5335 – Sport Pedagogy
- HP 5354 – Advanced Methods of Strength & Conditioning
- HP 5370 – Sport Psychology
- HP 5384 – Biomechanics

**Restricted Electives (6 hours)**
: Requires approval from sport pedagogy program director

HP 5334 – Physical Education and Pedagogy: this class must be taken by students seeking teaching certification & serves as one of the two restrictive electives

**Required Culminating Experience (6 hours)**
- HP 5V99 Thesis (6), HP 5V94 Practicum (3), or HP 5V90 Internship (6)
  Requires departmental approval

**Comprehensive Exam**
Master's Degree in Sport Pedagogy

Course Sequence

YEARS 1

Fall
HP 5335 – Sport Pedagogy
HP 5384 – Biomechanics
HP 5354 – Advanced Methods of Strength & Conditioning

Spring
HP/PUBH 5379 - Research Methods in HHPR
HP 5368 – Motor Learning
HP 5334 – Physical Education & Pedagogy (for those students seeking teaching certification), or an elective

Summer 1
HP 5377 - Issues and Trends in HP & Sport Management
EDP 5334 – Statistical Methods
Restricted Elective

Summer 2
HP 5370 – Sport Psychology
Restricted Elective (if not taken in Summer 1)

YEAR 2

Fall (2nd Year)
HP 5V90 - Internship
Master of Public Health Degree in Community Health

Leaders of the Baylor Master of Public Health (MPH) program are required by the national accrediting body (the Council on Education for Public Health) to maintain an MPH-specific student handbook that contains details about the program, degree requirements, and other aspects of the MPH degree. Because of the extensive information required for that handbook, and because our comprehensive exam format and graduate project (thesis/internship options) slightly differ from that of other programs in the HHPR department, we have elected to maintain this extensive information in only one document for our MPH students.

Please contact the MPH program director, Dr. Eva Doyle (Eva_Doyle@baylor.edu) for a copy of the Baylor MPH Student Handbook. Also inquire about additional guides provided to our MPH students: MPH Comprehensive Exam Guide, MPH Practicum Guide, and MPH Graduate Project Guide.
HHPR Graduate Comprehensive Examination Procedures (Masters)

All students in the Master’s of Science in Education program with an emphasis in the HHPR Graduate Degree Program are required to participate in the comprehensive exam process when their entire departmental curriculum coursework has been completed or during the final semester of their curriculum coursework. If the student chooses to participate in the exam during the last semester of course work, the student is still responsible for all course content that will be covered in those courses by the end of that semester. The comprehensive examination begins with a written examination that may be followed by a follow-up examination (as determined by the student's performance on the written exam). Students must pass the examination within the Baylor University five-year time limit for degree completion. Further details are provided below.

Examination Dates
One comprehensive exam date will be scheduled by the HHPR Graduate Director during each of the academic semesters (fall, spring, summer). The date selection will be based upon Baylor Graduate School deadlines and departmental needs. That date will be announced by the end of the first or the second week of each semester to all enrolled students and to all previously enrolled students who have requested notification.

Application for Exam Participation
To be eligible to participate in the comprehensive exam, a student must:
1. Earn a "B" average in all graduate work completed to date and admission to graduate candidacy has been approved.
2. Submit a completed Comprehensive Exam Application Form (see attached) to the HHPR Graduate Director by no later than the end of the 2nd week of the semester in which the exam is to be taken. (See Failure to Participate section.)

Comprehensive Examination Requirements for Internship Students
Because students leave the Baylor University campus to fulfill various internship requirements, their comprehensive examination process “must be completed before the student leaves for the respective internship responsibilities.” If the student is able to attend/participate in the regularly scheduled HHPR comprehensive examination process (typically near the 10th or 11th Friday of the semester), then taking the examination before leaving for the internship will not be required. However, if there is any doubt if the student can attend the noted comprehensive examination date, it is highly recommended that he/she consults with the HHPR Graduate Director and the specific academic advisor to determine the best path to follow in this process. If the student is not certain if he/she can take the exam on the assigned semester date, it is highly recommended that the comprehensive examination be taken before leaving for the internship requirement. Please see the HHPR Graduate Director and your specific academic advisor to verify your best selection in this situation. Our goal is to help you avoid additional time and expense to assist you in successfully completing this process.
Examination Committee
The examination shall be prepared and graded by a comprehensive examination committee selected by the HHPR Graduate Director, the student's advisor, and the student. The committee will consist of HHPR graduate faculty members who develop specific questions designed according to the student’s academic degree plan. The HHPR Graduate Director will notify selected committee members of their selection by the fourth week of the semester to secure a confirmation of their commitment to participate and answer questions about expectations. The Graduate Director will then notify the student of any alternate committee members assigned as a result of scheduling conflicts with original committee members.

Computer Needs
The student has the option of handwriting or typing the comprehensive exam answers on a university provided computer.

Preparation for the Exam
The comp exam committee will provide the students with study guidelines after they submit a completed Comprehensive Exam Application Form. Though the study guideline will not necessarily be the exact questions on the comprehensive exam, they will be similar in design and scope to actual exam questions. When writing these questions, each committee member’s goal will be to develop a truly comprehensive exam question that reflects the content covered in the entire course. The student may visit with each member of the comprehensive exam committee for further guidance. However, students should understand that committee members are not required to provide any specific guidance concerning the actual questions to be included on students’ exams. Students are encouraged to study the sample study questions before seeking out committee members regarding exam content or difficulty understanding class concepts. The committee member will not, however, reveal to the student prior to the exam the actual exam items to be included in the student's exam.

Schedule for Written Examination Day
A full day will be set aside for the written examination with a 3-hour testing session, a 1-hour break, and a 3-hour testing session (4 hour second section for MPH students). At each 3-hour session, students will be given a set of 3 questions. Students will be free to answer the 3 questions using this time frame in any fashion they might choose (i.e., a student might spend more time answering some questions than others).

Exam Format
The comprehensive examination will consist of six content areas (seven for MPH). One content area will address the student's course work in research methods and another content area will address statistics, and the remaining four will focus on course content in the student's area of specialization (i.e., Exercise Physiology or Sport Pedagogy) as documented in the application form.
Exam Grading & Oral Comprehensive Defense Procedures
Each of the comprehensive exam content areas will be graded on a 5-point scale (fractionated scores are possible such as 3.5 points):

- Honor ................................................................................................. 4 points
- Pass .................................................................................................... 3 points
- Below Average................................................................................... 2 points
- Weak .................................................................................................. 1 point
- Fail ..................................................................................................... 0 points

If the student fails (scores a 0) any part of the examination he or she will fail the exam. In order to achieve a passing grade on the written exam, the student must earn a total of 16.8 points (2.8 mean points; 70% overall). If a student does not achieve a passing score on the written exam, he/she will be required to complete a follow-up examination.

Failure to Participate
It will be considered failing the comprehensive examination if a student does not take the examination after submitting a Comprehensive Exam Application Form. Exceptions to this policy will be rare (e.g., death in the family).

Second Attempt at Comprehensive Exams
Students who fail the exam (even after the follow-up examination) will be eligible to participate a second time in the comprehensive examination process during a subsequent semester, but may not move on to complete (defend) a thesis or culminating event until after the comprehensive examination is passed. Before taking the examination again, students should consult with the comprehensive examination committee, which may require the completion of additional coursework or other additional study. **Students who fail the comprehensive examination the second time will be dropped from candidacy for the degree.**

Notification of the Baylor Graduate School
Within two weeks after exam completion, the HHPR Graduate Director will officially notify the Baylor University Graduate School of the student's successful completion of the comprehensive exam. The Graduate School will, in turn, check all other eligibility criteria before making a positive recommendation about the student's graduation candidacy status.

Tentative Comprehensive Exam Timeline
- **Week 1:** Date of comprehensive examination announced by HHPR Graduate Director
- **Week 2:** Deadline for Comprehensive Examination Application Form
- **Weeks 3:** Comprehensive Exam Committee members notified of needed exam questions and requested to send study guidelines to students
- **Weeks 10:** Comprehensive Exam Week
- **Weeks 11-12:** Evaluation period
- **Weeks 13:** Follow-up examination if needed
- **Weeks 14:** HHPR Graduate Director notifies Baylor University Graduate Office about students who passed the comprehensive exam
Graduate Culminating Experience

Thesis
A thesis is optional for the academic specializations of Exercise Physiology and Sport Pedagogy, as well as the M.P.H. degree. When elected, the thesis will carry a total of six semester hours. It is imperative that students selecting the thesis option contact the HHPR Graduate Program Director to begin this process. Once students have enrolled for thesis credit, they must maintain continuous enrollment for one semester hour of thesis during each regular semester, including at least one summer term each year, until the thesis has been accepted by the Graduate Dean. Departmental assistance is required for enrollment. Credit is awarded only upon completion and approval of the thesis. No letter grade is given for completing the thesis.

Students will not be permitted to enroll for thesis hours until they have completed a minimum of 18 hours of graduate course work within their primary area of study within HHPR with at least a B average (GPA=3.0). Included in these hours, students must have completed their requirements in Research Methods and Statistics. Also, students must have satisfactorily passed the thesis prospectus review before enrolling in thesis credits.

Guidelines for Preparing the Dissertation and Thesis is the official handbook for all theses presented to the Baylor University Graduate School. The “Guidelines” handbook leads students through the administrative steps for completing the thesis and attempts to ensure that all theses completed at Baylor University present similar appearance and meets all the standards of the Graduate School. The thesis must meet the Graduate School standards for format and appearance as outlined in the Baylor University Guidelines for Preparing the Dissertation and Thesis. The thesis must also meet the Thesis and Dissertation Formats required by HHPR.

Internship/Practicum
If the thesis or research project option is not selected an internship or practicum experience must be selected by working closely with the HHPR graduate internship coordinator. MPH students must complete a practicum followed by an internship or thesis and should contact their academic advisor for more details. The primary purpose of the Internship/Practicum experience is to bridge the gap between the academic present and the professional future. The internship carries a maximum of six semester hours while the practicum carries a maximum of three semester hours. To enroll in this capstone experience, students must have maintained at least a “B” average, completed the HHPR core courses for all academic specializations (HP/ PUBH 5379 or EDP 5335 and EDP 5334 or STA 5300) and completed at least 24 hours of graduate course work within the selected academic specialization.
Doctoral Degree in Kinesiology, Exercise Nutrition, and Health Promotion (KENHP)

Program Requirement
Ph.D. Students are required to take a minimum of seventy-two (72) hours for the degree including 6 hours of professional development and professional ethics, and a minimum of 12 hours in research methods and statistics courses. To form their 9 hour KENHP core, students will be required to take one course in three of the four following areas: 1) exercise physiology/nutrition in HHPR; 2) nutrition in Family and Consumer Sciences; 3) biomechanics or motor behavior/performance, and; 4) health promotion in the HHPR MPH program. In addition to these 27 hours of coursework, students must complete 15 hours of directed research (generally 3 hours per semester) and 12 hours of dissertation. The remaining 18 hours of coursework will consist of graduate courses in HHPR and FCS (minimum of 9 hours) or relevant coursework in other departments/programs (e.g., business, educational psychology, biomedical engineering, psychology, etc.)

Prerequisite Courses
Although most applicants will have backgrounds in appropriately-related fields, the possession of degrees in these fields is not required for admission. It should be recognized, however, that applicants with deficiencies in academic backgrounds will be determined by the student's mentor and remedial course work prescribed. In general, such remedial course work cannot be counted toward the credit hours required for the degree.

Transfer Course Credits
For those students with appropriate graduate level coursework from a prior degree or program may be eligible for up to 12 credit hours of transfer credits to be applied within their doctoral program course of study. Any transfer credits will be planned and discussed with the student’s program mentor/advisor and must be approved in writing by the Graduate Program Director and the Department Chair. Only those hours in which a student has achieved a grade of B or better will be considered for transfer. Any transfer credits into the KENHP doctoral program from prior coursework must comply with the general Baylor University doctoral program transfer requirements as noted in the graduate catalog (related to graduate level, graduate transcript, completed within 5 years of matriculation, grade achievement, and course content).

Program Course Sequence
The program is designed to consist of 2-3 (fall, spring, and summer sessions) years of coursework and 1 year of dissertation research. During the first year, students will take a core of statistics and research methods courses designed to provide a strong multidisciplinary background in conducting kinesiology, exercise, nutrition, and health promotion research. During the second and third years, under the guidance of their mentor, students will take emphasis area coursework and electives to provide research specialization. During both the first and second years, with consultation and/or guidance from their mentor, students will take directed research hours. For these research hours, students will be required to have collected data from an independently-led or collaborative research project resulting in manuscript submission to a peer-reviewed journal and presentation at a national/international conference before being allowed to take preliminary exams and progressing to doctoral candidacy. The fourth year is
dedicated to dissertation research. Students must be registered for at least one semester hour of graduate credit during the semester of intended graduation. The maximum time limit for the doctoral degree is described in the Baylor University Graduate Catalog (http://www.baylor.edu/graduate/index.php?id=47232).

KENH Doctoral Program Preliminary Examination
Students will take a preliminary examination upon completing all course work or within 6 credit hours of completing their course work. With the consultation of the student’s mentor, the student will form an advisory committee that will serve to administer the preliminary exam and consult on the dissertation research (see dissertation supervision section below). At least four faculty members will serve on the advisory committee, the composition of which will be approved by the Graduate Program Director and include at least three members within the HHPR Department graduate faculty and one graduate faculty member outside the department.

The preliminary examination consists of written and oral testing by the student’s advisory committee. The primary purpose of the preliminary examination is to assess the student’s understanding of the broad body of knowledge in a field of study. The examination also affords the advisory committee an opportunity to review the student’s understanding of research methods and literature in the chosen field. The student will schedule separate written examinations with each advisory committee member. Each written examination will be evaluated by the committee member who provided the questions and graded as pass with distinction, pass, pass with stipulation, or failure. Committee members will convey the student’s results to the mentor and, together with the mentor, determine if the student is prepared to take the oral portion of the preliminary exam.

The oral portion of the preliminary examination should be conducted within two to four weeks after the successful completion of the written examinations. Each member of the advisory committee will vote to determine if the student has passed the exam. This determination will be based on the overall performance on both the written and oral portions of the exam. Upon successful completion of the preliminary examination and obtaining approval signatures from the advisory committee, the student needs to submit the ‘Result of Preliminary Examination’ form to the Graduate School. If the preliminary examination reveals deficiencies in any of these areas, the advisory committee may recommend remedial work or re-examination. Two or more votes to “fail” a student will constitute failure of the exam. Students who fail this examination may re-take their examinations no sooner than four months after, and within one year of the initial written preliminary examinations. After two failures of the exam, either in its whole or part form, the student will not be allowed to continue in the doctoral program.

KENH Doctoral Program Admission to Candidacy
Students are recognized as candidates for the doctoral degree only after they have passed the preliminary examination, completed all departmental requirements (except the dissertation), and received approval by the Graduate School of their formal application for admission to candidacy. An Application for Admission to Candidacy must be filed with the Office of the Graduate School upon successful completion of the above requirements, but should be filed no later than five months prior to the date on which the degree is conferred.
Dissertation Supervision
The dissertation advisory committee is determined by the student and mentor under general guidelines. The committee will be composed of the following members: Three faculty members from HHPR with Graduate Faculty status including the student’s primary mentor (the mentor will serve as chairperson of the committee and must be a member of the graduate faculty.) and at least two additional HHPR faculty, at least one Graduate faculty member from a department other than HHPR (preferably from whom the student has taken an elective course and/or will serve in a useful consulting capacity for the student’s dissertation work), and one additional Graduate faculty member from inside or outside HHPR.  
NOTE: One of the committee members must be a full Graduate Faculty member who is not affiliated with the program in which the student is studying.

Dissertation
A dissertation is required of all candidates for the degree of doctor of philosophy. The dissertation must give evidence that the candidate has pursued a program of research, the results of which reveal scholarly competence and a significant contribution to knowledge. The candidate conducts the research and prepares the dissertation under the direction of the mentor and in consultation with the dissertation advisory committee. The dissertation should conform to the *Guidelines for Preparing the Dissertation and Thesis* published by the Baylor Graduate School and HHPR Thesis and Dissertation formats.

The candidate will develop a dissertation proposal for approval by the dissertation advisory committee. The candidate will conduct the dissertation work and prepare and submit a dissertation draft for committee approval. The candidate will arrange for a final oral examination, a defense of their dissertation work, on committee approval of the dissertation draft. The candidate will make any final revisions to the dissertation, according to the directions of the dissertation advisory committee, and complete all remaining Graduate School requirements to successfully complete their doctoral studies including submitting the *Announcement of Doctoral Oral Examination* form to the Graduate School.

Candidates should acquire the Guidelines for Preparing the Dissertation and Thesis and other necessary forms and materials for graduation under the “Current Students” tab on the Baylor Graduate School webpage (http://www.baylor.edu/graduate/). The “Current Students” tab includes semester calendar and deadlines, directions for completing the dissertation, and an explanation of fees associated with the dissertation and graduation process.
Admission to KENHP PhD Program

Course Work
Minimum of 72 hours (can transfer up to 12 hours of previous graduate coursework)
- Core courses (27 hours)
  - Professional Development and Ethics* (6 hours)
  - Research Methods (3 hours)*
  - Statistics (9 hours)
  - 9 hours of KENHP with one course in three of four following areas:
    - Exercise physiology/nutrition in HHPR
    - Nutrition in Family and Consumer Sciences (FCS)
    - Biomechanics or Motor Behavior in HHPR
    - Health promotion in the HHPR MPH program
- Directed research (15 hours - 3 hours HP 6V70 per semester)
- Dissertation (12 hours)
- Graduate courses (18 hours - minimum of 9 hours in HHPR and FCS)

Form Preliminary Exam Advisory Committee (3 HHPR faculty + one external Baylor faculty)

(0-6 credit hrs. of course work completion**)

Take preliminary

Retake (4 mon – 1 yr)

Failed

Termination from program

Form Dissertation Advisory Committee (3 HHPR faculty including mentor + one external Baylor faculty)

Dissertation proposal presentation

Dissertation Defense

Graduation

*HP 5397 Christianity, Ethics, and Research with Human Participants is offered fall of every odd year. HP 6300 Research Methods in KENHP is offered fall of every even year. Students are encouraged to take either course first depending on year of admission.

**Students are encouraged to take prelim. exam during summer if possible, or during first month of fall or spring semester.
Required Course work

**Professional Development and Ethics (6 hours)**
HP 5397 Christianity Ethics and Research with Human Participants
HP 5398 Contemporary Ethical Issues in Sport
EDL 6302 Teaching & Learning in Higher Education

**Research Methods (3 hours)**
HP 6300 Research Methods in KENHP

**Statistics (9 hours)**
EDP 5334 Statistical Methods
EDP 6360 Experimental Design I
EDP 6361 Experimental Design II
EDP 6362 Applied Multiple Regression/Correlation Analysis in Education
or STA 5300 Statistical Methods
STA 5301 Introduction to Experimental Design
STA 5381 Regression Analysis
STA 5384 Multivariate Statistical Methods

**Directed Research (15 hours)**
HP 6V70 Directed Research in KENHP

**Dissertation Research (12 hours)**
HP 6V99 Dissertation

**KENH Core (9 hours)**
One three-hour credit course at the graduate level in three of the four areas below:
• Exercise Physiology or Exercise Nutrition in HHPR
• Nutrition in the Department of Family and Consumer Sciences (NUTR)
• Biomechanics or Motor Behavior in HHPR
• Health Promotion in the HHPR MPH Program

**Courses in Exercise Physiology or Exercise Nutrition in HHPR**
HP 5320 Nutritional Biochemistry
HP 5322 Exercise, Nutrition, and Endocrinology
HP 5324 Muscle Physiology and Metabolism
HP 5326 Macronutrients, Micronutrients, Exercise and Health
HP 5328 Physiology of Exercise I: Neuromuscular Aspects
HP 5330 Physiology of Exercise II: Cardiopulmonary Aspects
HP 5333 Exercise Testing and Prescription
HP 5340 Biochemistry in Exercise Science
HP 5352 Principles of Exercise and Sport Nutrition
HP 5353 Obesity and Weight Management
HP 5354 Methods of Strength and Conditioning
HP 5357 Exercise Programming for Individuals with Chronic Diseases and Disabilities
HP 5V65 Research Seminar

**Courses in Biomechanics or Motor Behavior in HHPR**
HP 5334 Pedagogy & Physical Education
HP 5335 Sport Pedagogy
HP 5368 Motor Skill Learning and Performance
HP 5370 Sport Psychology
HP 5384 Biomechanics of Human Movement

**Courses in Health Promotion in the HHPR MPH Program**
PUBH 5315 Theoretical Foundations of Health Behavior and Public Health
PUBH 5329 Current Health Issues
PUBH 5334 Community Health Education
PUBH 5337 Public Health Concepts in Epidemiology
PUBH 5340 Therapeutics for Allied Health Professionals
PUBH 5350 Assessment and Planning in Health Education
PUBH 5360 Evaluation in Health Education
PUBH 5366 Preventive Health in Medically Underserved Populations
PUBH 5368 Preventive Health in Aging Populations
PUBH 5370 Physical Activity and Public Health
PUBH 5377 Principles and Philosophy in Health, Human Performance
and Recreation
PUBH 5378 Administration and Leadership in Public Health
PUBH 5V70 Special Problems in Health, Human Performance and Recreation
PUBH 5V74 Professional Literature Seminar in Health, Human Performance
and Recreation

**Courses in Nutrition in FCS**
NUTR 5351 Nutrition and Aging
NUTR 5352 Pediatric Nutrition
NUTR 5354 Nutrition in Public Health
NUTR 5355 Macronutrients and Metabolism
NUTR 5356 Micronutrients and Phytochemicals
NUTR 5357 Global Aspects of Food and Nutrition
NUTR 5358 Emerging Issues in Food and Nutrition

**Other Graduate Courses KENH**
HP 5327 Financial Management in Sport
HP 5332 Prevention and Rehabilitation of Leisure-Related Sport Injuries
HP 5336 Sport Marketing
HP 5338 Public Relations in Sport
HP 5360 Differential Diagnosis and Therapeutic Intervention for the Lower Extremity and Spine
HP 5361 Differential Diagnosis and Therapeutic Intervention for the Upper Extremity and Spine
HP 5362 Orthopedic Rehabilitation and Reconditioning for Diverse Populations
HP 5363 Manual Therapies in Orthopedic Rehabilitation
HP 5372 Legal Issues in HHPR and Athletics
HP 5373 Sport Management
HP 5374 Sport in the Social Context (cross-listed as SOC 5374)
HP 5375 Governance in Sport
HP 5376 Facility and Event Management (cross-listed as RLS 5376)
HP 5377 Issues and Trends in Human Performance and Sport Management
HP 5398 Contemporary Ethical Issues in Sport
HP 5V70 Special Problems in Health, Human Performance and Recreation
HP 5V75 Seminar in HHPR

**Electives**
(18 hours: minimum 9 hours of graduate study within HHPR/FCS)
Thesis and Dissertation Formats

The thesis and dissertation both represent culminating works of the research processes for the master’s degree and doctoral degree programs respectively in the Department of HHPR. There are two accepted formats that can be utilized for these works; either the traditional five chapter format or the alternative journal manuscript format.

The difference between the traditional and alternative format is mainly in the manner of content organization. It does not differ in quality, contribution to the field, or rigor. The final product from either format should make a novel contribution to the field, and should be a work that is publishable in a peer-reviewed outlet.

The determination of the format choice should be jointly made by the student, thesis/dissertation chair, and thesis/dissertation committee; it is not a decision made solely by the student. Once this determination has been made, it should be documented on the Thesis/Dissertation Proposal Form and signed by the student and committee members and submitted to the HHPR Graduate Program Director. Regardless of format selected, the thesis/dissertation should conform to the Guidelines for Preparing the Dissertation and Thesis published by the Baylor Graduate School.

Traditional Thesis/Dissertation: The traditional format consists of five chapters: Introduction, Literature Review, Method, Results, and Discussion.

Journal-Manuscript Thesis/Dissertation Format: As an alternative to the traditional thesis/dissertation style, chapters 4 and 5 of the traditional model may be replaced with journal manuscript(s) first-authored by the student (i.e., the text of one or more manuscripts, submitted or to be submitted for publication, and/or published articles, reformatted according to thesis/dissertation requirements as described below). For the thesis, 1-2 journal manuscripts would be included, and for the dissertation, 2-3 manuscripts would be included. Each paper must be judged by the thesis/dissertation committee to be of publishable quality in journals deemed by the committee to be of high quality.

The determination of the number of journal manuscripts, and which journals the papers target, are joint decisions of the student, the thesis/dissertation chair, and the thesis/dissertation committee; it is not a decision made by the student alone. For multiple journal manuscript projects, the papers must have a cohesive, unitary character, making them a report of a single program of research. This connection between multiple journal manuscripts will be described in both the Introduction (chapter 1) and Conclusion (a chapter to follow the final manuscript). According to Graduate School policy, the Conclusion chapter would be required for any thesis/dissertation with multiple manuscripts.

The purposes of the journal-manuscript dissertation format are to: (a) train students to report research findings in a format traditionally used by their scientific and professional communities; (b) facilitate the submission of publications from the thesis/dissertation research; and (c) allow
for other students and professionals to review the student’s thesis/dissertation research in a concise reporting format.

Thesis/Dissertation Proposal

For either format of thesis or dissertation, the student will prepare a proposal to present to the thesis/dissertation committee. The format of this proposal will vary depending on the dissertation format, but will typically consist of an introduction, a review of pertinent literature, and at least an outline of the proposed methods.

For doctoral students, the dissertation proposal can only be completed after having passed the preliminary oral examination.

Once the student and the thesis/dissertation chair believe the proposal is sufficient, an approval of the committee must occur. At least two weeks prior to this approval, the student must send a copy of the proposal to all committee members.

If the committee approves of the proposal, the thesis/dissertation chair will need to complete the **HHPR Dissertation Proposal** and return a copy to the HHPR Graduate Program Director and to each committee member.

After the committee members have approved the proposal, the student will submit the required paperwork to the Human Subjects Committee (Institutional Research Board [IRB]). Any project that deals with human participants, whether the data are primary or secondary in nature, must obtain prior approval from the IRB before the data collection can commence. Only after IRB approval, may the student begin to solicit study participants and to collect data.
Policies, Procedures and Expectations

Professional Conduct and Ethics

All students and faculty are expected to adhere to policies, ethics, codes of conduct, and other expectations described in the following documents.

- Baylor Student Policies: [http://www.baylor.edu/student_policies/](http://www.baylor.edu/student_policies/)

Violations can result in dismissal or other sanctions. Faculty/staff misconduct or discrimination should be reported to the Graduate Program Director and/or HHPR Department Chair. A formal report may also be filed with the Office of Student life at [www.baylor.edu/student_life](http://www.baylor.edu/student_life).

Title IX policy

This policy governs the conduct of Baylor University students, regardless of enrollment status; faculty; staff; and third parties (i.e., non-members of the University community, such as vendors, alumni/ae, visitors, or local residents). If you or someone you know would like help related to an experience of sexual violence including sexual assault, harassment, domestic violence, dating violence, stalking or other type of non-consensual sexual conduct, please contact Kristan Tucker, the Title IX Coordinator at Baylor University, by email (Kristan_Tucker@baylor.edu) or phone (254-710-8454). Anonymous reporting for students or third parties is also available on the Title IX website, [www.Baylor.edu/TitleIX](http://www.Baylor.edu/TitleIX).

The Title IX office understands the sensitive nature of these situations and can provide information about available on- and off-campus resources, such as counseling and psychological services, medical treatment, academic support, university housing and other forms of assistance. Staff members at the office will also explain your rights and the judicial process options, if you choose to file a complaint with the University. You will not be required to share your experience, and the Title IX Office will keep any information private. The Title IX Office exists to support and empower students, while allowing them to remain in control. If you or someone you know feels unsafe or may be in imminent danger, please call the Baylor Police Department (254-710-2222) or Waco Police Department (9-1-1) immediately.

Accommodation for students with disabilities

Any student who needs accommodations should inform the professor immediately at the beginning of the semester. The student is responsible for obtaining appropriate documentation and information regarding their needed accommodations from the Office of Access and Learning Accommodation (OALA) and providing it to the professor early in the semester. The OALA phone number is (254) 710-3605 and the office is located in the Paul L. Foster Success Center in Sid Richardson. Additional information on requesting accommodation is available at [http://www.baylor.edu/oala/index.php?id=26087](http://www.baylor.edu/oala/index.php?id=26087).
Grade Point Average

Students must maintain a GPA of 3.0 throughout the course of the program to avoid probationary status and related consequences such as ineligibility for assistantships.

Graduate School Petition and Filing to Graduate

The Baylor Registrar and Graduate School require that a formal petition form be submitted for a student when the student completes courses not listed in the graduate catalog as part of the degree plan. Use the Graduate School Petition Form and Guide to submit the needed form at the beginning of the semester in which you will graduate. Also file for graduation with the graduate school at the beginning of the semester so that they will initiate the needed degree audit. Both these forms are available at www.baylor.edu/graduate/.