

PRTM Master of Science Program Expectations

This “Expectations Document” provides guidance to MS students and their advisors within the PRTM Department at NC State University to help plan the path to graduation. Additionally, PRTM faculty will use this document to gauge progress when reviewing MS students’ annual activity reports¹. Although exceptions may occur due to specific circumstances (e.g., part-time student, specific research project requirements), these standards are intended to provide reasonable benchmarks for measuring students’ progress toward completing the degree. The standards were compiled with the following in mind:

- The PRTM department values research, teaching, and service and the standards below reflect our belief that students should develop competencies in each area.
- The ability to demonstrate proficiency in the scientific research method is a critical component of the PRTM MS degree program.
- The ability to communicate scholarship to researchers and practitioners is essential.
- NC State University is a Tier 1 research institution (i.e., research intensive) and the PRTM department is committed to preparing MS students to be proficient in scholarly research (create and disseminate, as well as critically evaluate). The focus on scholarship prepares students to be highly competitive in any career track (e.g., academic, industry, government, NGO).
- The standards were developed for a MS degree in PRTM to be completed in 2 years.

¹ Evaluation of the Annual Activity Report: To model a variation of a university annual review and tenure process, students will submit a written activity report and make an oral presentation of their activity report to the faculty at the end of each year. Upon completion of the activity report presentations, the graduate faculty will discuss and assign one of the following outcomes:

- Satisfactory Progress.
- Unsatisfactory Progress*

*When a student is placed on departmental probationary status the graduate faculty will discuss the student’s progress and next steps to be taken. The DGP and advisor will communicate those steps to the student and will provide the students with specific steps and measures to address deficiencies relative to the above guidelines. The student will then present a mid-year (at the end of the Fall semester) written report available for all graduate faculty to review. A decision will be made regarding the student’s probationary status based upon a majority vote by the graduate faculty. This decision could result in termination from the M.S. program if deficiencies aren’t rectified.

Students may be placed on departmental probationary status prior to the Annual Activity Report based on advisor and DGP recommendations.

FUNDAMENTAL KNOWLEDGE AND MAJOR MILESTONES

	YEAR 1	YEAR 2
Plan of Work (POW)	<p>Initial course plan discussed with advisor.</p> <p>Sufficient progress in graduate coursework (typically 18-20 credit hours) related to the student's degree plan (sufficient is a cumulative GPA above 3.0).</p> <p>Course plan entered into POW system at end of Year 1.</p>	Sufficient completion of coursework (typically 18-20 credit hours, including research and teaching hours) related to the student's degree plan (sufficient is a cumulative GPA above 3.0).
Thesis Committee	Suggestions for committee members discussed with advisors (Selection by the end of Year 1).	
Independent Learning	Conduct independent program of reading extending beyond literature introduced in classes and pertaining to thesis research interests (suggested to create annotated bibliography and database as part of thesis preparation).	Continue and expand independent program of reading.
CV & Application Materials	<p>CV developed and updated.</p> <p>Individual Development Plan developed².</p>	<p>CV updated.</p> <p>Individual Development Plan updated.</p> <p>Obtain letters of reference.</p>

²Each graduate student should meet with their advisor(s) to discuss the student's career path and identify opportunities for professional development. By the end of the first semester, the student should create an individualized 2-5 year career plan. This plan should be (a) developed in consultation with the student's advisor(s); (b) a document that helps them envision a path into their desired career (e.g., academia, industry, government, or non-profit); (c) a separate and independent from the POW; and (d) updated annually in consultation with the student's advisor(s).

RESEARCH³

	YEAR 1	YEAR 2
Thesis	Refining research project ideas with advisor. Research proposal drafted.	End of Year 1 or beginning of Year 2: Research proposal successfully written, publicly presented to the PRTM Department, and orally defended with committee members. ⁴ End of Year 2: Thesis written, publicly presented to the PRTM Department, and orally defended with committee members and any PRTM graduate faculty attending the oral defense.
Research Engagement	Evidence of participation in a faculty or student research project (e.g., assisting with data collection, instrument development, data entry, or manuscript preparation).	Evidence of participation in a faculty or student research project (e.g., leading data collection, instrument development, data entry, or manuscript preparation).

SCHOLARSHIP

	YEAR 1	YEAR 2
Conferences	Submit abstract for poster presentation at a professional conference.	Submit abstract for oral presentation at a professional conference. Submit abstract to be considered for campus or local graduate student symposia.
Publications	Seek opportunities, when available, to gain experience in writing technical reports or manuscripts intended for scholarly or professional periodicals with advisor (e.g., data analysis and data display).	Strongly encouraged to publish a minimum of one manuscript (as co-author or first author) submitted for peer review from thesis research. Final ETD of thesis submitted.

³ Note: some students are recruited as research assistants on funded research projects and may be using data from such projects for their thesis research. In these cases, students should work closely with their advisors to pitch original research ideas during Year 1 that can complement the project’s schedule for data collection/generation.

⁴ All PRTM graduate faculty have the option of attending the closed portion of the oral defense.

TEACHING

	YEAR 1	YEAR 2
Skill Development	<p>Consider attending a university-sponsored workshop or training focused on teaching-related skills (e.g, New TA Workshop, a DELTA sponsored workshop, or workshop affiliated with the Teaching and Communication Certificate offered by the Graduate School or the PRTM Teaching Circle certificate program).</p> <p>Consider attending a PRTM Teaching Circle meeting.</p>	<p>Attend a university-sponsored workshop or training focused on teaching-related skills (e.g, New TA Workshop, a DELTA sponsored workshop, or workshop affiliated with the Teaching and Communication Certificate offered by the Graduate School or the PRTM Teaching Circle certificate program).</p> <p>Attend a PRTM Teaching Circle meeting.</p>
Supervised Teaching⁵	<p>Seek opportunities to deliver a guest lecture in a class of their choice (discussed with advisor and course instructor).</p>	<p>Deliver a minimum of 1 guest lecture in a class of their choice (discussed with advisor and course instructor).</p> <p>Seek teaching evaluation from course instructor.</p>

SERVICE AND ENGAGEMENT

	YEAR 1	YEAR 2
Committees	<p>Seek opportunities to serve on university, college, or department committee.</p>	<p>Seek opportunities to serve, college, or department committee.</p>
Student Organizations	<p>Become a member of PRTM GSA.</p> <p>Seek membership with other student organizations.</p>	<p>Continue engagement and seek leadership opportunities or continued engagement with PRTM GSA and/or other student organizations.</p>
Professional Organizations⁶	<p>Become a student member of a professional organization.</p>	<p>Become a student member of a professional organization and become engaged in committee work when possible.</p>
Departmental Engagement	<p>Regularly participate in a minimum of 1 PRTM research circle.</p> <p>Regularly attend PRTM thesis/dissertation proposal presentations and thesis/dissertation defenses.</p>	<p>Regularly participate in a minimum of 1 PRTM research circle.</p> <p>Regularly attend PRTM thesis/dissertation proposal presentations and thesis/dissertation defenses.</p>

⁵ Some MS students may be fully or partially funded on teaching assistantships, which may include being the instructor of record for an undergraduate course. These students should seek formal evaluations from students as well as the course instructor or other PRTM faculty (if the student is the instructor of record).

⁶ Examples include but are not limited to National Recreation and Park Association, American Association of Geographers, North American Society for Sport Management, George Wright Society, International Association for Society and Natural Resources, Society of American Foresters, Travel and Tourism Research Association, North American Association for Environmental Education, American Public Health Association.