Welcome to the Department of Psychology at the California State University, Fullerton.

This handbook contains information about the Psychology Department and Graduate Program relevant to your studies. The requirements and rules governing graduate students in psychology are provided. Information in this Handbook is *supplemental* to the University Catalog, which contains general University graduate degree program information.

This Handbook is organized in the following sections:

**SECTION** | **PAGE**
--- | ---
Administrative Personnel | 2
Program Information | 3
Grades | 4
Coursework | 5
Class Scheduling and Registration | 6
Thesis | 10
Student Affairs | 15
Forms | 17
Faculty | 19
M.A. Program Graduates | 20

The faculty in the Department of Psychology wish you success with your graduate studies!

*Melinda Blackman, Ph.D.*
Coordinator, Master of Arts Program
Administrative Personnel

**Psychology Graduate Office**

*Location: H830L*

**Phone:** (714) 278-3589

M.A. Program Coordinator
Melinda Blackman
Phone: 278-3569 Office: H-810E
mblackman@fullerton.edu

Graduate Secretary
Kay Karlson
Phone: 278-3589 Office: H-830L
kkarlson@fullerton.edu

**Psychology Department Office**

*Location: H-830M*

**Phone:** (714) 278-3514

Chair
Daniel Kee, Ph.D.
Office: H-810A
dkee@fullerton.edu

Department Administration
Sue Maddox
Office: H-835O
smaddox@fullerton.edu

Department Office
Frances Sanchez
Office: H830M
fsanchez@fullerton.edu

Equipment Technician
Terry Jones
Phone: 278-3562 Office: H-616
tjones@fullerton.edu

**University Graduate Office**

*Location: MH 103*

**Phone:** (714) 278-2618

Associate Vice President
Raymond Young

Director

Evaluation Technician
Pam Migliore

**Psychology Advanced Computer Lab**

*Location: H-625*

**Phone:** (714) 278-3386
Our 30-unit program provides students with a general background in experimental psychology and opportunities to specialize within interest areas. M.A. course work is augmented by the Mentor Program and participation in research. Many M.A. students take additional elective course work beyond the 30 units, including courses in areas related to Psychology, such as Sociology, Management, and Gerontology. Students are expected to be engaged in research throughout the program and may take additional units in Independent Research (Psychology 599) beyond the three units required in the Study Plan.

**Master of Arts Graduate Studies Committee**

This committee is responsible for the administration of the Master of Arts Program. The Committee meets approximately twice monthly. Student requests and petitions are reviewed and acted on by the Committee. Two students from the Master of Arts Program, one from the first year class and one from the second year class, serve as representatives on this committee (see Student Affairs Student Representation).

**Time Limit**

The M.A. Program is designed for completion in two years (4 semesters). Students requiring more time to complete the degree requirements do not need to file a petition for extension. Tenure in the program, however, cannot extend beyond five years (10 semesters) from the date of admission unless approved by the University. A petition must be submitted to the Graduate Affairs Office and is available from that office.

**Study Plan**

The M.A. Study Plan serves as a program-planning document and is a formal declaration of degree requirements for each student. A Study Plan is developed in consultation with the Graduate Coordinator prior to the student's completion of the first semester in the program. The Study Plan for each student is reviewed by the Coordinator of the Program and the University's Graduate Affairs Office. After a Study Plan has been filed, the student is expected to complete all course-work and other requirements listed. Study Plan changes may be made with consultation and approval of the Graduate Coordinator. File a "Request for Change in Study Plan for Master's Degree" form with the Graduate Secretary. Students must receive a grade of "B" or better in all Study Plan classes.

**Classified Standing**

Participation in the Graduate Programs in Psychology requires Classified Student Status. These requirements are usually met as part of the admission procedures and include (1) Official report of Graduate Record Examination (GRE) scores for the aptitude and advance subject test in psychology; (2) Official undergraduate transcripts, which document appropriate course work completed in psychology; and (3) Verification of Examination in Writing Proficiency (EWP) test. If you did not complete the EWP as an undergraduate, contact our University Testing Center (LH-206; phone 278-3838) to schedule the test. Be sure that the Psychology Department has a record of the completion of EWP requirements. Graduate students must be classified by their second semester in order to be a Graduate Assistant.
**Grades**

Letter grade system below is used for all classes listed on your study plan for Master of Arts Program. Students should be careful not to choose CR-NC (Grade option 2) when registering for classes because it will delay graduation. Students must maintain a minimum grade-point average of 3.0. M.A. Students with a grade-point average of less than 3.0 are subject to academic probation and dismissal from the program. Students must receive a grade of "B-" or better in all study plan classes.

<table>
<thead>
<tr>
<th>GRADE</th>
<th>POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4</td>
</tr>
<tr>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
</tr>
<tr>
<td>D</td>
<td>0.7</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
</tr>
</tbody>
</table>

Admission to the Graduate Program does not assure students automatic "A" grades in course work or thesis. The full range of grades may be used, and the faculty are free to award grades within this range.

**Appeals**

Graduate students have the right to request an independent review of academic decisions made by faculty members, Program Coordinator, or the Graduate Studies Committee. An attempt should first be made to reach a satisfactory solution with the party involved. Issues regarding faculty should be brought to the attention of the Program Coordinator. Appeals of decisions of the Coordinator and/or Graduate Studies Committee should be addressed to the Department Chair. Remedies are sought initially through discussion with involved parties. If agreement cannot be reached, the Department Chair will refer the matter to a Graduate Student Appeals Board comprising a three-person faculty committee from the Psychology Department. The final level of appeal is to appropriate authorities at the University.

**Advancement to Candidacy**

University policy dictates: A student who has been granted classified standing is normally advanced to candidacy after a request is filed for graduation by the student and an affirmative recommendation made by the graduate program adviser. A minimum grade-point average of 3.0 (B) for all study plan course work is required; other scholastic, professional and personal standards, the passing of examinations, and other qualifications may be prescribed. Only those students who continue to demonstrate a satisfactory level of scholastic competence and fitness, as determined by the appropriate authorities, shall be eligible to continue in graduate program.

**Graduate Office**

The M.A. Coordinator is responsible for advisement and supervision. The Psychology Graduate Office (H830L), staffed by our Graduate Secretary, is a focal point for graduate student affairs. The Graduate Secretary is familiar with all aspects of our programs and is an invaluable source of information. Housed in the Graduate Office are (1) a bulletin board listing news and deadlines for graduate students; (2) a collection of completed theses; (3) information regarding faculty mentors; (4) Psychological Association publications, including *Graduate Study in Psychology* (addresses of institutions and statistics on admissions requirements) and *Careers in Psychology* and several forms you may need in the program.
A. **Core Classes**  
Students are required to take the following three-unit classes:  
- PSYC 500  Issues & Perspectives in Psychological Research  
- PSYC 510  Experimental Design  
- PSYC 599  Independent Graduate Research  
- PSYC 598  Thesis Research

B. **Graduate Seminar**  
Students must complete two Seminars  
- PSYC 520T  Advanced Topics in Psychological Research

C. **Content Classes**  
Students are required to complete nine units from three different areas in order to fulfill the Content Class Requirement. The classes listed below qualify as Content Classes.

<table>
<thead>
<tr>
<th>COGNITIVE</th>
<th>DEVELOPMENTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 415 Cognitive Processes</td>
<td>PSYC 464 Advanced Developmental Psychology</td>
</tr>
<tr>
<td>PSYC 416 Everyday Cognition</td>
<td>PSYC 476 Developmental Psychology &amp; Assessment</td>
</tr>
<tr>
<td>PSYC 417 Psycholinguistics</td>
<td>PSYC 543 Advanced Lifespan Development</td>
</tr>
<tr>
<td>PSYC 520T Seminar</td>
<td>PSYC 520T Seminar</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SOCIAL/PERSONALITY/INDUSTRIAL</th>
<th>QUANTITATIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 431 Theories of Personality</td>
<td>PSYC 461 Psychological Testing</td>
</tr>
<tr>
<td>PSYC 454 Social Cognition</td>
<td>PSYC 466 Adv. Social Science Computer Apps</td>
</tr>
<tr>
<td>PSYC 520T Seminar</td>
<td>PSYC 467 Multivariate Stats for Psychology</td>
</tr>
<tr>
<td></td>
<td>PSYC 520T Seminar</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CLINICAL</th>
<th>SENSORY/PHYSIOLOGICAL BIOLOGICAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 545 Advanced Psychopathology*</td>
<td>PSYC 473 Sleep, Dreams and Behavior</td>
</tr>
<tr>
<td>PSYC 520T Seminar</td>
<td>PSYC 474 Health Psychology</td>
</tr>
<tr>
<td></td>
<td>PSYC 475 Psychopharmacology</td>
</tr>
<tr>
<td></td>
<td>PSYC 520T Seminar</td>
</tr>
</tbody>
</table>

*Require: Instructor’s Permission to Enroll

D. **Elective Classes**  
Students may enroll in classes not required for the degree at any time. If students choose to complete only three units of thesis research rather than six, the three additional units must be made up of any 400 or 500 level class on the approved content seminar course list. In addition, students are encouraged to enroll in extra units of PSYC 599 (Independent Study), particularly if they intend to apply for Ph.D. Programs.

E. **Thesis Research**  
Students may choose to complete three units of PSYC 598 (Thesis Research) and a fourth content course (3 units) or a maximum of six units of PSYC 598 (Thesis Research).
Presented below is a typical schedule for completion of course-work for the Master of Arts degree. PSYC 500 and PSYC 599 must be taken first and second semesters, respectively. PSYC 510 is recommended for first semester second year. Content Classes and Seminars may be taken at any time. Students lacking prerequisites will need to complete them during their first semester.

### FIRST YEAR

<table>
<thead>
<tr>
<th>Semester</th>
<th>Units</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
<td>(Nine)</td>
<td>PSYC 500 Issues &amp; Perspectives in Psychological Research</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PSYC 520T Seminar</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PSYC XXX Content Course</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Or Prerequisite Classes</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PSYC 465 Advanced Statistics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PSYC 408 History of Psychology</td>
<td>3</td>
</tr>
<tr>
<td><strong>Spring Semester</strong></td>
<td>(Nine)</td>
<td>PSYC 599 Independent Graduate Research</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PSYC 520T Seminar</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PSYC XXX Content Class</td>
<td>3</td>
</tr>
</tbody>
</table>

### SECOND YEAR

<table>
<thead>
<tr>
<th>Semester</th>
<th>Units</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
<td>(Six)</td>
<td>PSYC 510 Experimental Design</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PSYC 598 Thesis Research (First Three Units)</td>
<td>3</td>
</tr>
<tr>
<td><strong>Spring Semester</strong></td>
<td>(Six)</td>
<td>PSYC 598 Thesis Research (second three Units) OR Fourth Content Course</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PSYC XXX Content Course</td>
<td>3</td>
</tr>
</tbody>
</table>

The specific classes you will complete for your M.A. degree will be listed on your Study Plan, which is developed in consultation with the M.A. Coordinator. A copy of a Study Plan form is included in this Handbook. The Study Plan is subject to change by completing the appropriate form and filing it with the University Graduate Office.
Insert Study Plan
PSYC 500 (Research Issues) 3 Units  Class must be completed first semester of your first year in the program

PSYC 510 (Experimental Design) 3 Units  may be completed the second semester of your first year or the first semester of your second year.  Advanced statistics (PSYC 465) is a prerequisite to Experimental Design.  If you completed Advanced Statistics at a University other than CSU, Fullerton, Please see Dr. Marelich to schedule a Placement Exam.

Content Courses 9-12 Units of approved 400 or 500 level courses – You are required to complete three content courses from three different areas.  If you choose to complete twelve units of content course work, you will only register for three units of PSYC 598, Thesis Research.  The fourth content course may be from the same area as one of the courses used to fulfill the three content course requirements.  You may use seminar courses to fulfill Content Course requirements.

PSYC 520T (Topical Seminars)  6 Units -- Two seminars (6 units) must be completed to fulfill your seminar class requirement. Seminar courses may also be used to fulfill Content Course requirements. Seminar courses taken to fulfill seminar requirements may be from the same area.  Contact the Graduate Secretary prior to registration to be admitted to seminar classes as enrollment is limited.

PSYC 599 (Independent Graduate Research) 3 Units -- In order to receive Department credit for PSYC 599, please complete a Department of Psychology PSYC 599 Registration Form (available in the Department Office), have it approved by your instructor and Program Coordinator and return the form to the Graduate Secretary to receive a computer permit to register.  If you plan to apply for a Ph.D. program, it is advisable to show research units each semester (either PSYC 599 (independent Graduate Research) or PSYC 598 (Thesis Research).

PSYC 598 (Thesis Research) 3-6 Units -- Complete a Thesis Enrollment form for the first three and the second three units of PSYC 598 (available in the Graduate Office), have your thesis advisor approve, and return the form to the Graduate Secretary. The Graduate Secretary must give permission on the computer prior to registration

Study Plan/Classification -- The Graduate Coordinator will help you to formulate your study plan.
Gradduation Check
The application for a Graduation Check should be filed one semester prior to the semester you are planning to graduate. This petition is available from the Office of Admissions and Records (LH 111). The deadlines for the application are found in the Academic Calendar and posted in the Department's Graduate Office.

The University Graduate Office receives your application and notifies the Department of your intention to graduate. The Department reviews your Study Plan and verifies completion of course work. The Department's evaluation is sent to the University Graduate Office. Students are officially advanced to candidacy for their respective degrees at this time (see Advancement to Candidacy). A final evaluation is conducted by the University Graduate Office. If everything is in order, your degree will be awarded at the next graduation. Students must file their theses by appropriate deadlines for degree award. Students are responsible for knowing and meeting all deadlines.

Continuous Enrollment
Students must maintain continuous enrollment at the University until degree is awarded. Your place in the program will be forfeited if enrollment is not maintained. Application for re-admission would be required if a break in enrollment occurs; re-admission is not guaranteed. Apply for a leave of absence if you expect to be absent from the program for one semester or more.

GS 700
Students may enroll for GS 700 credit to sustain their enrollment after (1) all course work has been completed and (2) a thesis proposal has been approved and filed with the Department's Graduate Office. GS 700 is a "place-holder," does not require class attendance, and does not have a unit value. Registration in GS 700 will ensure continuous enrollment. The course-code number is found in the Class Schedule under "Graduate Studies."

FACULTY MENTOR PROGRAM
The Faculty Mentor Program facilitates students' early involvement in research, helps students develop their thesis topic, and provides academic and career counseling in areas of emphasis in psychology. New students, in consultation with the M.A. Coordinator, select a Mentor prior to their second semester in the program. Students may change Mentors at any time by obtaining the agreement of the new Mentor and informing the current Mentor. It is anticipated that students' Mentors will serve as Thesis Advisors in the second year. However, students are free to select a different person to chair their thesis project. All tenured and tenure-track faculty are qualified to serve as Mentors. Approval must be granted by the Graduate Studies Committee if your advisor is not tenured, tenure track, or a tenured faculty member from another department.

Your Mentor's Responsibilities
1. Supervises Psych 599 research during the second semester in the program. Expect to participate in various phases of your Mentor's research such as library research, data collection, data analysis, and report preparation.
2. Provides you with academic and career counseling.
3. Helps you develop your thesis topic.

Your Responsibilities
1. Select a faculty mentor during the first semester of your program.
2. Work with your mentor in a timely manner to complete the required PSYC 599 project.

A Comment About Research
Several M.A. Students do research in more than one lab. Students are encouraged to gain as much experience as their schedules will allow, particularly if their goal is to gain admission to a Ph.D. Program.
THESIS

Thesis Advisor/Chair’s Responsibilities
1. Supervises all aspects of the thesis requirements.
2. Chairs your committee and helps you select appropriate faculty for your thesis committee and develop a reasonable time-line for your project.
3. Helps you to select a suitable project design, and to execute the study. The advisor should also help you obtain any space, equipment, and administrative approvals necessary to conduct the project.
4. Serves as the editor on the thesis manuscript, which includes supervising the preparation of the initial drafts of the thesis prior to submission to the thesis committee, and editing the complete manuscript in preparation for your final thesis meeting. Students must receive approval from their Thesis Advisor before submitting their thesis to other committee members. Expect to make numerous revisions of your thesis before it is approved.

Your Responsibilities
1. Work diligently towards preparation of a project that has a reasonable time line for completion. A time line for graduation is available from the Department Graduate Office.
2. Coordinate with your thesis advisor and committee to schedule the two required meetings (proposal and final oral) in accordance with the guidelines.
3. Keep your chair and committee informed of your progress.

Thesis Committee
This committee consists of a minimum of three members, at least two of whom must be full-time tenured or tenure-track members from the Psychology Department. Tenured faculty from other departments and part-time faculty from the Department of Psychology may co-chair your committee or serve as the third member. Students are encouraged to incorporate the assistance of Committee Members as they progress with their project.

Thesis Proposal
The Thesis Proposal details the study you plan to complete, including rationale, theoretical and empirical background, methods and procedures, and proposed data analyses. Your Thesis Advisor will guide you in the preparation of this document and provide you with specific guidance concerning length and format. The first draft of your proposal is submitted to your Thesis Advisor for review and editing. After your Thesis Advisor has approved your draft, you may schedule your proposal meeting. Members should be allowed two weeks to review the draft prior to your meeting.

Thesis Proposal Meeting
Your committee chair will determine when you are ready to schedule your proposal meeting. The meeting is designed to review your research plans and, when necessary, help you sharpen your conceptualization.

At the conclusion of this meeting, your Committee may:
1. Approve your thesis plan as presented;
2. Request that you document, in writing, modifications to your thesis that were agreed to at the meeting and submit to your Committee Chair for approval;
3. Require that you make revisions in your proposal and resubmit the proposal for Committee review;
4. Go back to the drawing board.
Thesis plans are rarely approved without modification. Thus, the second alternative listed above is typical for well-conceptualized projects. Your Thesis Advisor will help you draft the memo detailing changes agreed to at the meeting. **You may begin your thesis only after your approved thesis proposal (with accompanying memo, if required) is filed with the Department’s Graduate Office.**

**Thesis Time-Line and PSYC 598**

Thesis planning usually begins in your second semester. By the third semester, you should be ready to enroll in your first three units of Psychology 598 (Thesis Research), which allows unit credit for thesis planning and proposal. A second three units of Psychology 598 accompanies the data collection and thesis write-up. All phases of your activities are conducted in consultation with your Thesis Advisor. Keep him or her informed about your progress! The Thesis Research Department Form must be completed **before** you enroll in Psychology 598. Deadlines governing the filing of your Thesis with the University Graduate Affairs Office are posted in the Psychology Graduate Office. Consult these deadlines in the fall semester and plan accordingly! The **CSUF Graduate Thesis Regulations Student Handbook**, available from the University Graduate Affairs Office and distributed in PSYC 510, details University regulations; **read these carefully!** It is the responsibility of the student to be aware of thesis guidelines and time line.

**Equipment**

Use of departmental equipment is coordinated with Terry Jones (H 616; 278-3562), the Department's Equipment Technician. If you need assistance or access to psychological tests, see your Thesis Chair or the Testing Library Coordinator.

**IRB INFORMATION**

Studies involving human or animal subjects must be reviewed by either CSUF's Institutional Review Board (IRB) for research involving human subjects, or the Institutional Animal Care and Use Committee (IACUC) for research involving animals. The original of each application (only original for exempt or expedited review; plus fifteen additional copies for full review; plus three additional copies for IACUC applications) must be submitted prior to collection of data. Applications must be submitted to the Regulatory Compliance Coordinator located within the Office of Grants and Contracts, MH 112. Allow 4 to 12 weeks for approval.

Applications can be completed on-line at [www.ogc.fullerton.edu](http://www.ogc.fullerton.edu). The original application must be printed and signed by both yourself and your advisor. Note that you can be the principle investigator and your advisor can be the co-investigator. Approval notices will not be issued without an original signature by both the investigator and the faculty advisor. Additionally, IRB applications will not be processed without a 100% score and printed certification of completion on the IRB tutorial assessment (also located on the above webpage). The printout of the certification should accompany the IRB application.

**Data Collection and Analyses**

For experimental designs, data collection for your thesis may commence only **after** your Thesis Committee approves your Thesis plan. Approval is designated by all members of your committee signing the cover sheet attached to your proposal.

During data collection, consult with your Thesis Chair and/or Committee Members about data analysis plan. Students are expected to know how to use the statistical packages necessary to carry out their data analyses.
**Thesis Preparation and Final Meeting**

Following data collection and analyses, you will prepare a draft of your thesis for your Advisor's review. Your manuscript should be prepared according to the *Publication Manual of the American Psychological Association* and *Format Guidelines* published by the University Graduate Affairs Office. A number of revisions may be necessary before it is distributed to the members of your Thesis Committee. After the committee reviews your thesis draft (give them about two weeks), the oral examination is held. Scheduling of this meeting is coordinated by you and your Thesis Advisor and the Graduate Secretary. An announcement of your Thesis meeting is published one week before your meeting. Please e-mail the Graduate Secretary a typed abstract of your study for inclusion on this announcement with the date/time, room number of your meeting and the names of your thesis committee. Your thesis meeting is open to all interested faculty and students.

At the final thesis meeting, you will report your research findings. Emphasis is placed on presenting research results, interpretation, and conclusions. You may be asked several questions about your project by your Committee Members regarding results and interpretation. Your Thesis is officially approved when all members of the Committee sign the cover page. You will need several copies of your signed cover page on bond paper (25% cotton).

There are three typical outcomes to a final thesis meeting:

1. **Pass the oral defense:** All Committee Members sign your cover page.
2. **Minimum revision required:** Two committee members sign your cover page and the Thesis Chair signs when the revisions are complete.
3. **Substantial revision required:** A second Oral Defense meeting is necessary; none of the Committee Members sign.

After your thesis has been formally accepted and passed by all committee members, you are required to submit your final thesis manuscript to the University Graduate Office, MH 103, for review and approval. Formatting and other editorial revisions may be required. Your unbound thesis (which the Graduate Studies Office has approved) should be submitted to the bookstore for binding. One copy will be housed in the University Library (copy must be bound at the bookstore). A bound thesis should also be filed with the Department of Psychology Graduate Office. Change of grade cards for PSYC 598 (Thesis) will not be submitted by the Graduate Office until a bound copy of your thesis is received. It is also traditional for students to present a bound copy of their thesis to their thesis advisor. Additional copies of your thesis can be bound in the bookstore or the Oral History Program located in the Pollack Library South, Room 363.
# Thesis Psychology 598

## Grading Policy

### FIRST THREE UNITS

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>RP (Satisfactory Progress)</td>
<td>Student has made reasonable progress toward completing thesis proposal</td>
</tr>
<tr>
<td>I (Incomplete)</td>
<td>Students has begun thesis work but has not made reasonable progress toward completing thesis proposal</td>
</tr>
<tr>
<td>U (Unacceptable)</td>
<td>Student shows little effort toward making progress on thesis</td>
</tr>
</tbody>
</table>

### SECOND THREE UNITS

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>RP (Satisfactory Progress)</td>
<td>Thesis proposal is approved and on file in the Department’s Graduate Office</td>
</tr>
<tr>
<td>I (Incomplete)</td>
<td>Thesis Proposal not Completed</td>
</tr>
<tr>
<td>U (Unacceptable)</td>
<td>Student has not made reasonable progress on the project</td>
</tr>
</tbody>
</table>

### NOTE:

Your PSYC 598 (Thesis) final letter grade(s) will be issued after you have turned in a copy of the final draft of your thesis to the Titan Book Store for binding and a bound copy to the Psychology Graduate Office. You must also submit an IRB Completion Form to MH 112
THESIS CHECKLIST

**Mentor:** Choose a mentor with the guidance of the M.A. or M.S. Coordinator, and enroll in PSYC 599.

**Enroll in PSYC 598 (Thesis) first 3 units:** complete a *Thesis Enrollment Form*, have your thesis advisor sign the form and return to the Graduate Secretary to receive a permit to register for the class.

**Thesis Committee:** With your advisor’s guidance, choose two other faculty to serve on your thesis committee. Once your advisor has approved your thesis, submit it to your committee and schedule a proposal meeting. Bring cover sheets to be signed by the committee to signify passing your proposal.

**Enroll in PSYC 598 (Thesis) second 3 units:** complete a *Thesis Enrollment Form*, have your thesis advisor sign the form and return to the Graduate Secretary to receive a permit to register for the class.

**Proposal Meeting:** following the proposal meeting, make any revisions specified by the committee and submit a copy of your signed title page and your proposal to the *Department Graduate Office*.

**Reserve a room for your Thesis Defense:** contact Terry Jones, Kay Karlson or Frances Sanchez.

**Special Equipment:** not available in the room assigned for your defense, please contact *Terry Jones*.

The following should be provided to the *Department Graduate Office* no later than **one week prior to your defense**:
- Copy of your thesis
- Abstract (please e-mail)
- Time, Room and Date of your defense (please e-mail)
- Thesis Committee Members (please e-mail)

**Thesis cover sheets:** (title sheets/signature sheets) provide several copies for your committee members to sign at your thesis meeting. The signatures must be in **Black Ink and printed on paper required by graduate affairs**.

**Additional thesis information:** the Department of Psychology Graduate Handbook, The Graduate Affairs Office Thesis Handbook (you will receive in PSYC 510) and the CSU, Fullerton University Catalog.

**CSU, Fullerton Library copy:** must be bound at the Titan Bookstore.

**A bound copy of your thesis must be provided to the Department of Psychology Graduate Office:** your PSYC 598 (Thesis) grade will not be issued until proof of binding or a bound copy is received in the Department Graduate Office. Please supply the Graduate Secretary a copy of your receipt for binding your Department thesis copy, to avoid a delay in your grade being submitted or your graduation.

**Thesis Advisor:** A bound copy of your thesis should be presented to your thesis advisor (Note: this is separate from the copy submitted to the Graduate Secretary.)

**Additional copies of your thesis may be bound at:** the bookstore or the Oral History Program

- Oral History program
- Pollack Library South
- Room 363
- (714) 278-3580

*YOUR THESIS IS NOT CONSIDERED COMPLETE UNTIL THE DEPARTMENT OF PSYCHOLOGY GRADUATE OFFICE HAS RECEIVED A BOUND COPY OF YOUR THESIS*
**STUDENT AFFAIRS**

**Student Representation**
M.A. students are represented on the Master of Arts Graduate Studies Committee by two students, one first year and one second year. M.A. students are also represented at faculty meetings by the PDA representative. Student representatives participate in all phases of the meetings except personnel matters.

**Graduate Assistants (GA’s)**
Several Graduate Assistantships are available each semester. Assistantships are awarded on a semester basis to full-time students in good standing.

Applications for Graduate Assistantships are available in the Psychology Graduate Office. Faculty members requiring a Graduate Assistant interview candidates and recommend appointments to the Department Chair. Both the faculty member and student agree to workload and responsibilities prior to commencement of the assistantship.

**Financial Aid**
The University Financial Aid Office (UH 146; 278-3125) provides information about student loans and funds available through Work Study Programs.

**Student Organizations**
The Department of Psychology supports three student organizations for graduate students. All psychology majors are automatically members of the Psychology Department Student Association (PDSA). This organization holds social events and functions for students and faculty, raises funds for group activities, and sponsors Psychology Day, held annually. The Cal State Fullerton Chapter of the American Psychological Society Student Caucus (APSSC) is the student organization of the American Psychological Society. Their main interest is in promoting student involvement in research. The chapter of Psi Chi at Cal state Fullerton promotes excellence and leadership in the field of psychology.

**Student Research Grants**
The University Interclub Counsel, the parent group of PDSA, provides funds for activities of the Associated Students. Each year, some of these funds are set aside for student research, including travel funds to participate in professional conferences and conventions. Contact your student PDSA representative for more information. The Department of Psychology also provides an opportunity for students to be reimbursed for conference registration fees. An announcement and applications are available in April of each year from the department’s main office.
Selection of the Outstanding Master of Arts Student(s)

Nominations In April, a memo is circulated to the faculty to solicit nominations. The memo includes a roster of graduating M.A. students with their overall GPA in graduate school. To be qualified for this nomination, the M.A. student must be advanced to candidacy and be near completion (June or August) of his or her thesis. Faculty choosing to nominate an M.A. student must write a nomination letter. Letters in support of the nominee may be submitted as well. The nominated student must provide a CV that will be included with the nomination.

Voting A folder with the nomination letters, a vita, and a copy of the study plan will be prepared and retained in the Psychology Graduate Office. The awarded winner will be determined by the Graduate Studies Committee.

Recipients of the Master of Arts Outstanding Student Award

<table>
<thead>
<tr>
<th>Year</th>
<th>Name</th>
<th>Year</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1982</td>
<td>Cheryl Beauvais</td>
<td>1997</td>
<td>Sandra Fluck</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Patric Giordani</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Colleen Killian</td>
</tr>
<tr>
<td>1983</td>
<td>Kathleen Brown</td>
<td>1998</td>
<td>Gina Armendariz</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Sherry Yeary</td>
</tr>
<tr>
<td>1984</td>
<td>Barbara Throckmorton</td>
<td>1999</td>
<td>Craig Baker</td>
</tr>
<tr>
<td>1985</td>
<td>Rana Matteson</td>
<td>2000</td>
<td>Gayle Dow</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Paul Kieffaber</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Michelle Ramos</td>
</tr>
<tr>
<td>1986</td>
<td>Stewart Donaldson</td>
<td>2001</td>
<td>Pam Drake</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Makeba Parramore</td>
</tr>
<tr>
<td>1987</td>
<td>Joan Tucker</td>
<td>2002</td>
<td>Lawrence Wright</td>
</tr>
<tr>
<td>1988</td>
<td>Curtis Harden</td>
<td>2003</td>
<td>Monica Coto</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Sandra Wakcher</td>
</tr>
<tr>
<td>1989</td>
<td>Joni Radio</td>
<td>2004</td>
<td>Andrew Kleer</td>
</tr>
<tr>
<td>1990</td>
<td>Barbara Cherry</td>
<td>2005</td>
<td>Sarah Wong-Goodrich</td>
</tr>
<tr>
<td>1991</td>
<td>Beverley Sale</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1992</td>
<td>Sharon Connelly</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1993</td>
<td>Jaki Coffman</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mark Whatley</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1994</td>
<td>Pam Oliver</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1995</td>
<td>Shelby Taylor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1996</td>
<td>Colette Lay</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Heidi Weller</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
FORMS

FORMS AVAILABLE IN THE GRADUATE OFFICE–H 830 L

- Study Plan
- Request for Change in Study Plan
- Request for Excess Units for Graduate Students
- Graduate Assistant Application
- PSYC 599, Independent Study Enrollment Form
- PSYC 598, Thesis Enrollment Form (First Three Units)
- PSYC 598, Thesis Enrollment Form (Second Three Units)
- Thesis Deadlines and Information regarding completion of thesis

FORMS AVAILABLE IN GRADUATE AFFAIRS OFFICE–MH 129

- Thesis Manual
- Request for Leave of Absence
- Application for Graduation Check for Master’s Degree
  (also available in Admissions and Records)
- Request for Change of Graduation Date
- Petition for Summer Completion of Master’s Degree
- GS 700 University Enrollment Form
<table>
<thead>
<tr>
<th>Forms</th>
<th>When to Submit Form</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study Plan</td>
<td>Meet with the Program Coordinator during the first semester of your program to develop and complete your study plan.</td>
</tr>
<tr>
<td>Change of Study Plan</td>
<td>To institute changes to your original study plan. Changes to your study plan must be approved by the Program Coordinator and submitted to the Psychology Grad Office.</td>
</tr>
<tr>
<td>Request for Excess Units</td>
<td>To enroll in more than 12 units of course work. The Program Coordinators approval is required. Excess units cannot be added to your schedule until the first week of classes.</td>
</tr>
<tr>
<td>Independent Study (PSYC 599)</td>
<td>To receive Department credit for Independent Study.</td>
</tr>
<tr>
<td>Thesis Enrollment Form (PSYC 598) First and Second Three Units</td>
<td>To enroll in the first or second three units of Thesis (PSYC 598) form must be completed, approved by your thesis chair and returned to the Psychology Grad Office to receive a permit to register.</td>
</tr>
<tr>
<td>Thesis Manual</td>
<td>Published by the University Graduate Affairs Office. Contains information regarding thesis formatting guidelines.</td>
</tr>
<tr>
<td>Request for Leave of Absence</td>
<td>If you are unable to attend classes for a semester, you need to apply for a leave of absence. Unless an official leave of absence is granted you will be disenrolled from the University. Readmittance to the Program is not guaranteed once you are disenrolled.</td>
</tr>
<tr>
<td>Application for a Graduation Check</td>
<td>Please apply for a graduation check one semester prior to the semester you wish to graduate. You may not graduate on schedule if you have not completed the application in a timely manner.</td>
</tr>
<tr>
<td>Request for Change of Graduation Date</td>
<td>If you have applied for a Graduation Check, but are unable to complete requirements by your scheduled date, you must officially change your date of graduation to remain eligible.</td>
</tr>
<tr>
<td>Petition for Summer Completion</td>
<td>If you have filed a Graduation Check for June graduation and are unable to complete your thesis on time, you may file a petition for August completion. Please ascertain your committee will be available to meet during the summer.</td>
</tr>
<tr>
<td>GS 700 Extended Education Enrollment</td>
<td>If you have completed all course work, your thesis proposal has been approved, a copy of your thesis proposal is on file with the Department Graduate Office, you may enroll in GS 700 through Extended Education to complete your thesis for a minimal fee. You must enroll in GS 700 each semester until you complete your thesis and graduate.</td>
</tr>
<tr>
<td>Petition for Extending Time Limit</td>
<td>If you have not graduated within the five year limit, you may petition for extending your time limit up to two years.</td>
</tr>
</tbody>
</table>
The following individuals have served as Psychology Department Chair.

Louis J. Schmidt 1962-1966
Ernest H. Dondis 1969-1973
David Perkins 1973-1979
P. Chris Cozby 1979-1984
David Perkins 1984-1985
Patricia Worden 1985-1989
David Perkins 1998-2003
Bill Smith 2003-2005
Daniel Kee 2005-

Faculty Research Information is Available in the Psychology Department Office H 830M or at: http://psych.fullerton.edu/faculty.html

Kristin P. Beals
Ph.D. University of California, Los Angeles
kbeals@fullerton.edu
Office: H-710M Phone: 278-3136
Research Interests: gay and lesbian identity and mental health issues, gay and lesbian relationships, HIV/AIDS caregiving and sport psychology. Also a new project that examines how the political and media focus on gay identity impacts gay men and lesbians.

Michael Birnbaum
Ph.D., University of California, Los Angeles, 1972
mbirnbaum@fullerton.edu
Office: H 532 Phone: 278-2102
Research interests are in the field of judgment and decision making, concerned with how people combine evidence from different sources to make integrated judgments, and how people compare or contrast information. Particular applications include theories of moral, evaluative and equity judgment; theories of perceptual and psychophysical judgment; theories of intuitive probability and statistics; and theories of stimulus comparison.

Melinda Blackman
U.C. Riverside, 1996
mblackman@fullerton.edu
Office H 810E Phone: 278-3569

Iris Blandon-Gitlin
Ph.D. Claremont Graduate University, 2005
iblandongitlin@fullerton.edu
Office: H-710F Phone: 278-3496
Research Interests: Eyewitness Memory, suggestibility of memory, deception, face recognition and autobiographical memory.

David Gerkins
Ph.D., Texas A&M University, 2005
dgerkens@fullerton.edu
Office: H 710G Phone: 278-2553
Memory blocking and recovery. This research includes examining the accuracy of recovered versus continuously accessible memories of experimenter provided materials (e.g. word lists). Examine how individual differences may affect memory.
Allen W. Gottfried  Ph.D., New School for Social Research, 1974  
agottfried@fullerton.edu  Office: H 507  Phone: 278-2582  

Jinni Harrigan  Ph.D., University of Cincinnati, 1979  
Harrigan@fullerton.edu  Office: H 710I  Phone: 278-2580  
Social and Clinical Psychology: anxiety, verbal and nonverbal behavior analysis, interpersonal communication and social skills, empathy and rapport in psychotherapy and medical interviews

Daniel W. Kee  Ph.D., University of California, Berkeley, 1974  
dkee@fullerton.edu  Office: H 810A  Phone: 278-2935  
Developmental psychology.  Cognitive development: brain-behavior relationships; learning and memory; and educational psychology

Richard A. Lippa  Ph.D., Stanford University, 1976  
rlippa@fullerton.edu  Office: H 710L  Phone: 278-3654  
Interested in person perception and nonverbal behavior, particularly the relation between expressive behavior and personality.  His research has focused on the expressive display of anxiety, extroversion-introversion, and masculinity-femininity and on how the expressive display of these personality traits is affected by impression management

William D. Marelich  Ph.D. Claremont Graduate University, 1997  
wmarelich@fullerton.edu  Office: H 710L  Phone: 278-7374  
Quantitative methods with emphasis in group dynamics, social relations, and statistical/methodological approaches to experimental and applied research. Research areas include application of socialpsychological theory/methods to health-related issues, decision-making in interpersonal relationships, and social influence on individual and group attitudes/behaviors. Other interests include survey research/methodology, health and organizational psychology, qualitative methodology, and sociological theory.

Jack Mearns  Ph.D., University of Connecticut, 1989  
jmearns@fullerton.edu  Office: H 810D  Phone: 278-3566  
Teaching interests include abnormal and clinical psychology, personality, and personality assessment. Research interests include mood regulation expectancies, personality factors in health and coping, personality test construction, ethical issues in clinical training

Mindy Mechanic  Ph.D., University of Illinois, Urbana-Champaign, 1996  
mmechanic@fullerton.edu  Office H 825K  Phone 278-2302  
Research interests focus on the psychological consequences of trauma and interpersonal violence, as well as psychology and law.  Teaching interests include the psychology of women, psychopathology, and the psychology of victimization.

Eriko Miyahra  Ph.D., University of Chicago, 1993  
emiyahara@fullerton.edu  Office: H 835M  Phone: 278-7388  
Teaching interests include sensation and perception, visual science, physiological psychology, and research methods.  Research interests center around visual perception, in particular normal and defective color vision.
Lisa Mori
Ph.D., University of Missouri, 1987
lmori@fullerton.edu
Office: H 835K Phone: 278-3761
Clinical and child clinical psychology. Teaching interests include psychopathology, diagnosis and assessment, treatment, and cross-cultural psychology. Research interests include trauma, stress, and coping, and clinical cross-cultural psychology.

Douglas J. Navarick
Ph.D., U. C. San Diego, 1973
dnavarick@fullerton.edu
Office: H 835J Phone: 278-7040

Nancy L. Segal
Ph.D., University of Chicago, 1982
nsegal@fullerton.edu
Office: H 426C Phone: 278-2142
Teaching interests include individual differences, behavior-genetics, life-span development and ethology. Research interests include behavior-genetic analyses, in particular twin studies of mental ability, social behavior and olfaction.

Joanne Hoven Stohs
Ph.D. University of Chicago, 1987
jstohs@fullerton.edu
Office: H 628B Phone: 278-3105
Teaching interests include reasoning and problem solving, abnormal psychology, personality theories psychology of women, introduction to psychology and developmental psychology. Research concerns the household division of labor. In particular, I am investigating the causes of conflict over the household division of labor among a diverse population of Asians, African Americans, Hispanic, Caucasians and Middle Eastern couples.

Julie E. Stokes
Ph.D. U.C. Riverside, 1994
jstokes@fullerton.edu
Office: H 324F Phone: 278-3485
Research interests are in alcohol/substance use/abuse across gender ethnicity and race (various populations: college students, cross-cultural samples, clinical and at-risk samples); ethnic/racial identity issues affecting the psychosocial functioning of individuals and groups; and African American elderly. Teaching interests are in Social Psychology, Developmental Psychology, Research Methods, Learning and Memory, afro Ethnic and cross-cultural.

Susan Sy
Ph.D. University of Michigan, 2002
Research Interests are cultural and family influences on children and adolescents during school transitions; particular emphasis on Latino and Asian groups on early education (kindergarten, first grade), and the transition to college.

Jennifer Trevitt
Ph.D. University of Connecticut, 2000
jtrevitt@fullerton.edu
Office H 710G Phone: 278-2669
Research focused on the neuroanatomy and pharmacology of the basal ganglia, primarily as it related to Parkinsonism. I use behavioral techniques to assess pharmacological manipulations of the system in an effort to gain a greater understanding of the connections within the nuclei of the basal ganglia and to develop improved medications and therapies for the treatment of Parkinson’s disease.

Laura Zettel
lzettel@fullerton.edu
Office: H 710H Phone: 278-3898
Psychology & Aging: Research includes investigating the social support networks of individuals who are aging without a spouse and/or children. Interest in the roles that extended family members, friends, and acquaintances play in helping to maintain the psychological, emotional, and functional well-being of the divorced, widowed or never-married as they age.