(Draft as of 29th July 2025)

Graduate Program Handbook
Department of History of Science, Technology, and Medicine
University of Oklahoma

[Revised March 2025]

Note: This handbook is to be used in conjunction with the University of Oklahoma Graduate College Bulletin, available at:
https://www.ou.edu/gradcollege/forms-and-policies/graduate-college-bulletin

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Table of Contents

- **Introduction to and history of the department**
- **Key personnel and committees**
- **Research resources**
- **Funding opportunities**
  - Graduate Assistantships
  - Travel Awards
- **The Master of Arts Program and Degrees**
  - The Master of Arts Degree
  - Advising in the MA program
  - Forming an advisory committee
  - Language and research skills requirement
  - Hours required for full-time enrollment
  - Veterans' benefits and financial aid
- **(1): MA Thesis option**
  - Coursework and other requirements
  - The Master's Thesis
  - Master's Thesis Timeline
- **(2): MA Non-thesis option**
  - Coursework and other requirements
  - Portfolio and examination
  - Preparations for the Comprehensive M.A. Examination
- **(3): MA Dual degree option**
  - Coursework and other requirements
  - Requirements for the Dual MA between HSTM and MLIS
- **Graduate College Requirements for Master's Degrees**
  - Registering your advisory committee with the graduate college
  - Changing committee membership
  - Request for degree check
- **Further Graduate College Requirements for the Thesis or the Dual Degree Option**
  - Report of Reading Copy Submission and Request for Authority to Defend
  - Approval for Thesis/Dissertation submission to SHAREOK

(Draft as of 29th July 2025)

- **The Doctorial Program and Degree**
    - Admission to the doctoral program
    - Department requirements for the Ph.D. degree
    - Graduate college requirements for the Ph.D. and progress towards degree
    - Student advising and mentoring
        - Advising in the PhD program
    - Program oversight and documentation for doctoral work
    - The Advisory Conference meeting
    - The doctoral fields and general exams
    - Defining the general examination fields
    - Detailed discussion of general examination for the Ph.D. Degree
    - Preparations for the general examination
        - The role of the graduate college representative of the doctoral committee.
        - The procedures used to prepare for the general examination.
        - Recommendations for preparation for the general examination.
        - Guidelines for determining Pass/Fail.
        - Feedback to students regarding performance on oral and written examinations.
        - Procedures in cases of unsatisfactory performance on the general examination.
        - Scheduling for the general examination
    - The doctoral dissertation
    - The dissertation prospectus
    - Submission of the dissertation reading copy.
    - Defense of the dissertation.
    - Submission of the thesis to ShareOK and the graduate college.
- **Appendices**
    - Appendix I: Graduate course descriptions
    - Appendix II: Examples of coursework

Introduction to and History of the Department

The Department of the History of Science, Technology, and Medicine at the University of Oklahoma was founded in 1954. Our mission is three-fold: to offer instruction to undergraduates; to offer instruction and guidance to graduate students; and to contribute to research in the discipline. Our graduate program is targeted to students who seek careers in higher education as well as positions in libraries, museums, and archives worldwide. In addition, some graduate students turn to our department in order to gain a critical framework for public facing careers in areas such as writing about science, technology, and medicine, and working in fields dealing with public and institutional policy in these areas.

We provide supervised research mentorship and focused coursework to graduate students in our program. Doctoral training in the department is designed to produce historians who are scholarly, productive in research, effective in the classroom, and have high standards of professional conduct and responsibility. Our students frequently present their work at professional meetings and submit papers for publication. It is often the case that students have an article based on their MA Thesis published in an appropriate journal or have work from their Ph.D. dissertation published as articles or revised and published as a book. In addition to students receiving OU awards and scholarships in support of their work, many of our students are successful in receiving regional and national awards as well. Graduate students learn cutting-edge pedagogy from our faculty who create project-centered as well as more traditional writing-based assignments, this fits them well to work both as teaching assistants and later as instructors of record for their own classes.

We strive to create an environment that fosters a positive, constructive, and highly motivated graduate student community. Students in the department will encounter a diverse mix of educational experiences that will prepare them for various career paths. They will be able to take advantage of seminars and individualized reading courses with our talented graduate faculty, attend talks by internationally recognized speakers, apply for research and study abroad experiences, learn and apply effective pedagogical techniques as teaching assistants, assist on pathbreaking digital projects, and give papers at regional, national, and international conferences. We believe that students entering the graduate program thrive when they have a strong commitment to scholarship and are willing to take charge of their own educational experiences, but in the context of an open and supportive academic environment. Students need to be able to work closely with their advisors and teachers to craft a degree program that fits their interests. This handbook provides the contours within which such a program can be created.

Key Personnel and Committees

- **Department governance**
    - The **Department Chair** makes all personnel assignments and is the administrative director within the department. The chair is a good source of information on general departmental policy, finance and funding issues.
    - **Committee A** is the executive committee of the department responsible for assisting the chair in administrative issues. It consists of two members of the faculty. At the beginning of the fall semester, faculty as a whole elect one tenured department faculty members to serve two-year terms.
- **The Graduate program administration**
    - The **Department's Graduate Advisor** oversees the day-to-day workings of the graduate program and is the go-to person for questions about all aspects of the program. This graduate advisor also oversees the annual evaluation of graduate students.

      The **Graduate Liaison** is responsible for administering the graduate program and serves as the primary representative of the department to the Graduate College. The Graduate Liaison can address questions about Graduate College or departmental policy on graduate study.
    - The **Graduate Studies Committee** monitors the graduate program and makes recommendations to the faculty about admissions to the master's and doctoral programs. It is also responsible for recommending and implementing changes in the program or in policies that regulate the graduate training program. This committee also hears graduate student appeals and petitions for exemptions to specific aspects of the regular course of study.
    - The **Graduate College Academic Counselor** is a representative in the graduate college assigned to our department who deals with all administrative matters for our students. They oversee and check any paperwork submitted to the graduate college.
- **Student program committees**
    - The **Master's Committee** is composed of the **Master's Committee Chair** and at least two other members of the graduate faculty. The majority of the members of this committee must be within the department. The department strongly recommends that this committee be formed before the beginning of the third semester in the master's program.
    - The **Doctoral Committee** is composed of the **Doctoral Committee Chair**, a Graduate College representative, and at least two other members of the graduate faculty. A majority of the committee members must hold an M2, M3, RM3, or RM4 graduate faculty appointment through the student's academic unit. In some cases, special members of the graduate faculty may be granted the privilege to count toward this majority. All committee members must hold a graduate faculty appointment through the end of the semester in which any major student

milestone (e.g. advisory conference, general examination, doctoral defense) will be held. The dean of the Graduate College must approve the committee membership. The department strongly recommends that the committee should be formed within the first semester of the student's doctoral program.

- In both the Masters and Doctoral programs, the **committee chair** is considered the student's major professor and is to act as the student's mentor and primary resource for graduate training. Advice on coursework, research involvement, and ultimate career planning should be solicited routinely from the major professor. Students have sole discretion in selecting and/or changing their advisor, and it is quite normal for students to work with different major professors in the two parts (MA/Ph.D.) of the program. Committees are organized by the student in consultation with their major professor in order to help supervise their work toward their degree. However, according to university policy, committee membership may only be augmented or revised with the consent of all current members.

- The **History of Science Association** is an organization of the graduate students of the department. They elect officers and meet regularly to discuss the graduate program and often bring their concerns or suggestions to the faculty. The HSA elects representatives who sit on the Graduate Studies Committee and participate in the monthly faculty meetings.

- **Graduate Student Representatives** are graduate students elected by their peers to sit on department committees. For example, a GSR sits on the Graduate Student Committee and attends the regularly scheduled faculty meetings.

- The **Graduate College.** As well as being a member of the department all graduate students at the University of Oklahoma are members of the graduate college. The graduate college oversees and implements rules and regulations pertaining to the completion of graduate courses of study at the university. The graduate college also offers funding opportunities and is a source of important information for all graduate students. Students are subject to both the expectations and rules of the graduate college and to those of the specific academic department they are a member of. Their web site includes advice for beginning students and continuing students, as well as a link to Forms and Documents, including specific lists for Master's and Doctoral students. (See the Graduate College Bulletin and the Graduate College website.)

- The **Graduate College Dean** is responsible for administering Graduate College requirements for all University graduate programs.

Research Resources

Faculty:

Our department faculty are experts in their respective fields and will be a vital resource for students. Students will meet faculty through graduate seminars; our Friday morning coffee socials; colloquium; and through advisory committee membership. Students are also encouraged to meet with the faculty curators of the History of Science Collections (see below), and relevant subject experts in both Bizzell Library and other departments.
OU History of Science, Technology, & Medicine faculty:
https://www.ou.edu/cas/hsci/people/faculty

The History of Science Collections:

The History of Science Collections, housed on the 5th floor of Bizzell Library, was founded in 1949 with an initial gift from Everette Lee DeGolyer. It is a premier research collection. Its holdings include nearly 100,000 print volumes and current publications in the field. The Collections supports multidisciplinary research in every chronological period, geographic region, and subject area of science, technology, and medicine. Among the oldest items are a cuneiform brick (ca. 1300 BCE), a small number of medieval and early modern manuscripts, and the Collections' oldest printed book, Hrabanus Maurus, *Opus de universo* (1467). Astronomy, physics, natural history, geology, technology, and science and religion are traditional areas of strength for the print holdings. Areas of recent concentration include women in science, Islamic science, star maps, and science and technology in Asia. Archives support research in the history of geology, meteorology, technology, and physics, among other topics.
https://libraries.ou.edu/locations/history-science-collections

Bizzell Library and other special collections:

Bizzell Library houses extensive works in its general collection and facilitates fast and efficient interlibrary loan for faculty and students when necessary. As well as the History of Science Collections the University of Oklahoma Libraries also host a number of other special collections and research collections which you can find listed on the libraries website:
https://libraries.ou.edu/locations

Funding Opportunities

Graduate Assistantships

The department awards graduate assistantships that focus on either research assistance or are in support of the department's undergraduate instructional program; well-qualified applicants will be considered for fellowships that carry no responsibilities for research or for instructional assistance. Assistantships are awarded annually on a competitive basis. Decisions on assistantship awards are usually made in March. In conjunction with the department's responsibility for overseeing the History of Science Society's *Current Bibliography*, two or three graduate research assistants may be appointed to 12-month half-time positions. In addition, assistantships include a tuition waiver for qualified graduate assistants for both resident and non-resident tuition up to the total number of hours required to complete the degree, as well as a subsidy for the basic student health plan.

Application for assistantships. Applicants to the graduate program are considered for both admission and funding in the application review process. No separate funding application is required. Current students should note their desire for consideration for funding or continued funding in their annual evaluation materials.

Travel Awards

GSS (Graduate Student Senate)

https://www.ou.edu/sga/graduate-student-senate

Roberson Travel Award

https://www.ou.edu/gradcollege/funding/travel-and-research

History of Science Graduate Research Award

Through the generosity of an anonymous donor, the department will initiate a History of Science Research Award. To encourage graduate students in the preparation, presentation and publication of excellent research papers, the department will present one award annually. Students can apply in any one of the three categories below:

(a) Travel and/or material support in the preparation of a paper

(b) Travel support to attend a meeting at which the research paper will be presented

(c) Recognition of research papers published in the previous calendar year

Application Process

For category (a), the application will consist of a brief (2-page maximum) description of the research to be undertaken and the need for travel and/or research funds in the form of a budget. For category (b), the application will consist of an abstract of the paper and an estimate of travel/registration expenses, a description of the meeting at which the paper will be presented, and assurances from the meeting organizer(s) that the paper has been accepted for presentation. For category (c), the application will consist of a copy of the paper and, if not contained in the published article, a 250-word abstract.

Because the amount of funding will vary with the income from the endowed fund, applicants in categories (a) and (b) should also attempt to secure funding for travel from other sources. In all three categories, the criteria for selection will be the quality of the proposed activity or product.

Deadline for Applications: 1 October — on a rolling basis.

Selection of the recipients will be made by the History of Science Graduate Studies Committee, with announcement of the awards on or before 1 November.

The Master's of Arts Degree

There are three options for completing the master's degree: **(1):** The thesis option, **(2):** The non-thesis option, and **(3):** the dual degree. The course distribution requirements for each of the master's degree options follow general program information relevant to all master's students.

General program information relevant to all master's students

Advising in the MA program

At the beginning of their program, the department expects that each student consult with the graduate advisor to discuss the requirements of their chosen program early in the first semester of their program. Once the student's program objectives have begun to develop (usually following the first semester in the program, but no later than the end of the second semester), the student should meet with the graduate advisor to discuss forming the student's MA committee. It is not unusual for the student to already have discussed their research with a member of faculty who is familiar with the research topic area and who has agreed to act as the student's primary advisor.

Forming an advisory committee

Forming a graduate advisory committee requires that the student identify a faculty member who is interested in and knowledgeable about one or more aspects of the student's research interests and ask if they are willing to serve as the student's primary advisor. The committee chair will serve as the primary advisor for the student's research and course of study as appropriate and can aid the student in identifying other faculty members to serve on the student's advisory committee. The department strongly recommends that the student select an advisor to work with by the end of the second semester in the program.

In addition to the advisor, the committee must consist of two other members of the graduate faculty. A majority of the three faculty members forming a master's degree committee must be members of the department. It is the responsibility of the student to secure the agreement of faculty to serve on the committee. The student and their primary advisor should discuss a program of study that will ensure that they meet all department and graduate college requirements towards degree completion in light of the constraints of the OU Academic Calendar. (https://www.ou.edu/registrar/academic-records/academic-calendars)

NB: *Both students and their primary advisors are reminded to keep abreast of the* ***graduate college requirements*** *to ensure that all necessary forms are submitted in line with the graduate college schedule.*

Language and Research skills

The department requires that MA students demonstrate proficiency in one research skill relevant to their own research. Traditionally these are natural languages, including French, German,

Latin, Greek, and Arabic, but students may also find it more useful for their individual research to substitute another skill set. These could include (but are not limited to): statistical, quantitative, or demographic methods; paleography; American Sign Language; a computer programming language; oral history; or ethnographic methods. Students should work with their advisors and committee members to determine which skills are relevant and how they will be evaluated. A grade of 'B' or better in two intermediate level courses on the subject will generally be accepted as fulfilling the requirement. Students may also arrange individual evaluations to be administered by Department faculty with expertise in the subject, or by another party with the approval of the graduate studies committee.
NB: The department requires that the language and Research Skills requirement be met before a student can proceed to defend their thesis (Thesis and Dual Degree option) or portfolio submission and comprehensive examination (Non-Thesis Option).

Credit Hours required for 'full time' enrollment

According to the graduate college full time enrollment is a minimum of 9 credit hours per semester (Spring and Fall) and, if required*, 6 hours in the summer.

***NB:** It is very important that both US and international students check the enrollment requirements that pertain to them with the Graduate College upon their enrollment at the university. Failure to maintain the correct enrollment status may affect access to student health insurance or have implications for visa requirements. Students applying for Veterans' Benefits or other forms of financial aid may have course and enrollment requirements specific to their aid and should consult Veteran Student Services, veterans@ou.edu or Student Financial Center, respectively, for more information.)
Students holding assistantships must maintain full-time enrollment with at least five hours each semester.

Annual Evaluation of Graduate Students

The Graduate College requires that each continuing graduate student receive an annual written evaluation of performance from their department that assesses their progress toward their degree. The department usually schedules graduate student evaluations early in the spring semester. The annual evaluation includes a self-evaluation exercise and a conference with the graduate advisor and the student's primary advisor. If the student has not yet identified a primary advisor, then one other department faculty member should be chosen by the graduate student to attend. This faculty member should have some knowledge of the student's work, usually as the instructor of a seminar or an advanced course.

To begin the evaluation process, the graduate advisor will provide students with a mini-CV template on which to outline the work they have done during the past calendar year, from January through December (though first year MA students will only indicate work done since they began the program in August).

- Students should be sure to note whether they have an appointment as a graduate assistant. All students, whether or not they currently hold a graduate assistantship, must use this time to request they be considered for an assistantship appointment in the coming academic year if they wish to be considered.

- Students should use this form to explain their expected accomplishments in the upcoming year. They should also take note of the department and graduate college requirements, schedules and forms that may need to be submitted in the coming year.
- If a student finds it necessary to provide a further explanation of their work or goals, they may also write an optional short letter to accompany the mini-CV. This letter can explain special circumstances or describe work that does not fit on the CV.

You can find the template for a mini-CV here: https://docs.google.com/document/d/15suXsMj3fxTX0NCFnPT2wT4FdfmHc57CYNgQs_ECc4A/edit?usp=sharing

The graduate advisor will ask the faculty member to provide an evaluative statement on the student's progress in the graduate program, focusing particularly on progress within the preceding year and goals for the coming year.

Following the meeting the graduate advisor will provide each student with a written evaluation summarizing their accomplishments and noting any deficiencies. Evaluations become a part of the student's department file. The Graduate College expects each student to be classified as either "Satisfactory" or "Unsatisfactory" and the evaluation letter will usually begin with that. If an evaluation notes unsatisfactory progress, the graduate advisor will send a copy of the letter to the Graduate College.

If a student receives an "Unsatisfactory" evaluation across two consecutive semesters they may be asked to leave the program.

(1): MA in the History of Science, Technology, & Medicine
Thesis Option (30 hours)

Coursework and other requirements:

In order to meet the requirements for the MA degree in the History of Science, Technology, & Medicine Thesis Options, students must accrue 30 credit hours in instruction, which must include the following:

- HSTM colloquium series
    - All students must enroll each semester in the one credit of "5001: Colloquium in the History of Science, Technology and Medicine." This will be evaluated at the end of each semester by the students themselves using the rubric attached to the syllabus.
    - Exceptions to the colloquium requirement will be granted on a semester-by-semester basis for valid reasons as discussed between the student and the student's advisor.
- HSTM graduate seminars
    - All students must enroll in the one or two 5000-level HSTM graduate seminar that are offered each semester (if two are offered they are expected to enroll in both).
    - These courses will be scheduled so that over the course of four semesters the students will be given a broad range of subject matter and historiographical instruction. Professors teaching these courses will plan their courses in consultation with the syllabi of previous semesters so as to ensure that there are no major gaps in historiography.
    - Exceptions to the HSTM seminar requirement will be granted on a semester-by-semester basis for valid reasons as discussed between the student and the student's advisor.
- Elective courses and directed readings
    - Students will take elective courses and directed readings to reach the required number of credit hours for the degree. Elective courses refer to courses taught by faculty outside the department. Directed readings can be arranged with faculty either in the department (which is the most common practice) or outside of the department. Students are encouraged to take courses offered by other departments (frequently in History). These courses and directed readings should be selected in consultation with the student's advisor and the instructor.
- Undergraduate course audits
    - All MA students must audit any two undergraduate courses in consultation with the student's advisor and with the agreement of the instructor of record.
    - Note that this requirement can be met by working as a teaching assistant in an appropriate 3000-level course.
- Language/skills requirement
    - All students must satisfy a foreign language or research skill as explained in the section on "Language and Research Skills".
- MA thesis hours
    - All students must complete at least three credits of thesis hours leading to the successful defense of an MA thesis.

The Master's Thesis:

The MA thesis will be a single, sustained piece of writing modeled on a scholarly journal article in length and quality. It must be defended orally and follow the timeline of the graduate college for all MA theses. Students are advised to identify the relevant deadlines early and discuss a plan to meet them with the chair of their advisory committee.

The Thesis Defense

The department requires that the defense of a Master's thesis be scheduled for a minimum of one hour, or longer at the discretion of the advisory committee chair and advisory committee. It is usual that the student will be given a short space of time to orally introduce the main argument of their thesis. This is followed by questions from members of the advisory committee. At the end of this process the student is excused from the room to allow the faculty to deliberate on the student's performance. The student will be readmitted and informed of the outcome of their defense. After the thesis defense, the committee will report its decision on the *Authority Report Form for the Thesis Defense* by indicating a "satisfactory" or "unsatisfactory" result. This completed form must be received in the Graduate College within three working days of the thesis defense.

According to the rules laid out by the Graduate College, in the event of an unsatisfactory result, the decision is final and the defense cannot be repeated. The student will be dismissed from the graduate program.

Master's Thesis Timetable:

The department expects all full-time students to satisfy all thesis-option master's requirements within two academic years (four semesters). Individual extensions to this timetable may be discussed with the department's Graduate Advisor and the student's Committee Chair during the graduate student annual evaluations (see below). The Graduate College stipulates that master's students must complete all degree requirements within five calendar years of the first enrollment in any graduate-level OU course to be applied to the master's degree.

Students are responsible for being aware of the administrative timeline for the successful completion of all components of their degree set by the Graduate College. They should discuss this timeline with the chair of their committee to ensure that they are working towards a successful completion of their degree within the time allowed.

(2): MA in the History of Science, Technology, & Medicine
Non-Thesis MA Degree (32 hours)

Apart from the specific items mentioned below, the requirements for thesis and non-thesis students are the same.

Coursework and other requirements:

Non-thesis students will complete the same required courses as thesis students (see above), with the following exceptions:

- Non-Thesis students will not take thesis hours
- Non-Thesis students must take a minimum of 32 hours of coursework.

Portfolio and Examination

Non-thesis students will submit a portfolio and take a comprehensive examination instead of a thesis. The portfolio consists of three research papers prepared as part of their regular graduate coursework. The student's committee will then administer an oral comprehensive examination based upon their portfolio materials and the courses that they have taken. [These requirements should be completed in the final semester of the student's degree program. (Students should complete all required or core courses and at least 75 percent of all coursework listed on the approved Program of Study form before taking the exam.)]

Preparations for the Comprehensive M.A. Examination (Non-Thesis Option)

The department faculty members strive in every case to ensure fairness and equity among all program students and high standards of scholarship among those completing their course of study with the non-thesis master's degree. The department's procedures are in conformance with and proceed from the requirements specified in the *Graduate College Bulletin*.

A. Committee

1. The Comprehensive Examination committee for students selecting the Non-Thesis Option for the MA is composed of no fewer than three graduate faculty members of the department. The composition of the committee is determined by the department, in consultation with the student.

B. Preparation

1. Preparation for the Comprehensive Examination begins with the student's initial enrollment in the program. Through coursework, seminars, independent reading, participation in departmental colloquia, and regular personal interaction with faculty and fellow students, graduate students are encouraged to broaden their understanding of the discipline.

2. In all cases, students are encouraged by the graduate advisor to meet with each faculty member on the Comprehensive Examination committee in the semester before the examination to monitor preparations. Included among these preparations is a review of course syllabi, supplemented by additional reading, where necessary. The graduate advisor coordinates these efforts.

C. Procedures

1. The Comprehensive Examination consists of an oral examination administered by the committee. Members of the committee present questions that survey the curriculum. Committee members also consider the student's preparation in the program.

2. Immediately following the oral examination, all committee members meet to discuss the student's performance. The committee seeks to determine whether responses in the examination display sophisticated and comprehensive understanding of the discipline. Relatively minor deficiencies may still not disqualify the candidate; serious and extensive deficiencies will result in failure on the examination.

3. Students are notified of passage immediately after the examination. In cases of failure of the examination, the committee provides the student with a copy of the Authority Report form filed with the Dean of the Graduate College and a written assessment of the deficiencies displayed in the examination. Students may retake the examination a second time. If the student decides to attempt the examination after further preparation, the general recommendations for preparation outlined above apply once again, but on this occasion the student and each member of the committee are guided by the written assessment of the first examination. Students may not retake the examination a third time.

(3): The MA in the History of Science, Technology, & Medicine
Dual Degree Option (54 total hours)

Master of Arts in History of Science, Technology and Medicine and Master of Library and Information Studies dual degree (HSTM MA / MLIS).

The Graduate College approves proposals for dual degree programs. These programs include graduate courses earned in two departments. The programs may be designed for a specific student or established by agreement between departments. For such programs, the Graduate College requires a minimum of 18 courses or 54 credit hours, including a minimum of 27 hours in each department or school. Students should consult with an adviser about options for a dual master's degree.

The department and the School of Library and Information Studies have partnered to offer the **Master of Arts in History of Science, Technology and Medicine and Master of Library and Information Studies dual degree (HSTM MA / MLIS)**. The purpose of this dual degree program is to provide a course of study for individuals planning for a career in librarianship as a science librarian, as a curator of a rare book and manuscript collection in the history of science/health sciences, or as a public historian or archivist in the history of science.

Coursework and other requirements:

- In order to be admitted into this dual degree program, students must be accepted to both degrees before twelve hours are completed in either one.
- Dual master's degree students pursue degrees simultaneously in two fields of study.
- Students must satisfy the admission, course, and examination requirements of both programs.
- If changing from a single graduate degree program to a dual degree program, hours taken prior to admission to the dual degree program may be applied to both of the degrees if approved by both academic units and the dean of the Graduate College.
- All degree requirements, including foreign language/research tools, and thesis or non-thesis examination, must be met for both programs.
- Up to 20 percent of the total graduate credit hours required for both degrees taken individually may be double counted as credit for both master's programs.
- Students must graduate with both degrees in the same semester.

Requirements for the Dual MA between HSTM and MLIS

A. Requirements of the degree

1. Students must apply to and be accepted by each department.

2. Students must meet the requirements for the master's degree in each department, including the comprehensive master's degree examination or the master's thesis (a portfolio is a third option for the MLIS degree).

3. Students must simultaneously apply for graduation for both degrees. Both degrees must be completed before either is awarded.

B. Selection of course of study

1. Students may complete either the thesis-option or the non-thesis option for the HSTM portion of their program.

    a. Thesis Option, 27 HSCI hours and 3 double-counted LIS hours (elective)

    b. Non-Thesis Option, 29 HSCI hours and 3 double-counted LIS hours (elective)

2. Students intending to continue into the HSTM doctoral track will need to select the thesis option.

3. Students will follow the HSTM course distribution and degree requirements outlined above for the option they select.

    The total course load requirement is 18 courses or 54 credit hours, including a minimum of 27 credit hours in each department. Students may choose to write a thesis in the department and/or the School of Library and Information Studies if they wish.

    4. Students should coordinate their MLIS coursework and program requirements in consultation with an advisor in the School of Library and Information Science.

C. Communication with School of Library and Information Studies

1. Dual degree students should contact the School of Library and Information Studies at slisinfo@ou.edu for advising, LIS master's course and degree requirements, and course selection. Information on the dual degree is also available on the School of Library and Information Studies website at https://www.ou.edu/cas/slis/programs/dual-degree.

D. Timetable for completion

1. The timetable for completion of the dual master's program will be set by the student's master's committee in consultation with the appropriate representatives of the SLIS. Full-time students usually satisfy all dual master's requirements within three years (six semesters). Individual extensions to this timetable may be discussed with the graduate studies advisor and committee chair during the graduate student annual evaluations.

2. The Graduate College stipulates that master's students must complete all of the degree requirements within five calendar years of the first enrollment in any graduate-level OU course to be applied to the master's degree.

Graduate College Requirements for the Master's Degree

(note: full requirements are laid out on the graduate college website and in the Graduate College Bulletin. Students should make themselves familiar with the full Graduate College requirements.)

While university departments have significant leeway in developing their own programs, Graduate College requirements, policies, and deadlines cannot be superseded, altered, or waived by the department. Although the department can petition the Graduate College to request exemptions, the final decision in each case lies with the Graduate College. Graduate College requirements are set forth in the Graduate College Bulletin, and through the links on the Graduate College web site (https://www.ou.edu/gradcollege).

Upon beginning their graduate training, students should review the Graduate College Bulletin to become familiar with the requirements, standards, and deadlines they are expected to meet. *It is the responsibility of individual students to ensure that Graduate College paperwork is filed correctly and on time*. Students are expected to keep copies of all forms that are submitted to the graduate college in the event that they need to consult them for any reason. Also, students should become familiar with the Statement of Academic Integrity, which they can review in Section 6 of the Graduate College Bulletin or at the link through the OU Office of Integrity.

Registering your advisory committee with the graduate college
(*form required: See https://www.ou.edu/gradcollege/forms-and-policies/forms*)

In order to confirm the committee with the graduate college, in collaboration with their advisory committee and with the approval of the department's graduate college liaison, the student will complete and submit a "**Master's Program of Study**" form. The student will also need to submit a **"Master's thesis and committee membership"** form (both available from the graduate college website linked above).

NB: The graduate college requires that the committee must be registered with the graduate college before the end of the semester that precedes the semester in which the student intends to complete their degree.

Changing committee membership
(*form required: See https://www.ou.edu/gradcollege/forms-and-policies/forms*)

Should the student wish or need to change the make-up of their committee once it has been approved, they will need to submit a "**Request for change in Committee**" form (available on the graduate college website)

Request for degree check
(*form required: See https://www.ou.edu/gradcollege/forms-and-policies/forms*)

No later than the second week of their final semester of study the student must complete the online "Request for degree check" form. The Graduate College will confirm the results of the degree check with the student via OU email. **NB:** failure to meet this deadline may result in delay of the defense (for thesis option students) and of graduation until the next semester.

Further Graduate College Requirements Specific to Students Taking the Thesis Option, or the Dual Degree Option

Report of Reading Copy Submission and Request for Authority to Defend

(*form required: See https://www.ou.edu/gradcollege/forms-and-policies/forms*)

- The student must submit the online ***Report of Reading Copy Submission and Request for Authority to Defend*** form to the Graduate College at least 10 working days before the defense.
    - At least five working days before the defense, the committee members must sign to affirm they have reviewed the reading copy and support the student's request for authority to defend.
- If the request for authority can be approved, the Graduate College will issue the *Authority Report Form for the Thesis Defense* to the student, the thesis committee, and the graduate liaison via OU email. The student may not defend until this form has been issued. The result of an unauthorized defense will not, under any circumstances, be considered valid.
- The *Authority Report Form* is valid only for the period indicated on the form.
    - If the defense is not held during this period, the graduate liaison or committee chair must notify the Graduate College in writing as to why the defense was not held and the form must be returned marked "Not Taken."
    - The thesis defense must then be rescheduled for a future term and the student must submit a new *Request for Degree Check* and *Report of Reading Copy Submission and Request for Authority to Defend* form.

Therefore, students are strongly recommended to discuss defense dates and a schedule towards completion of their thesis with their primary advisor early in the process of researching and writing their thesis.

Approval for Thesis/Dissertation submission to SHAREOK

(*form required: See https://www.ou.edu/gradcollege/forms-and-policies/forms*)

- After a satisfactory thesis defense, the student must complete any revisions required by the committee before submitting the final thesis electronically. Submission instructions are provided by the Graduate College in the email authorizing the thesis defense.
- The final thesis is due within 60 calendar days of the defense. A student planning to graduate in a given semester may need to submit the final document sooner in order to meet the graduation deadline for that semester indicated on the **Academic Calendar**.
- Before submitting the final thesis electronically, the student must submit the ***Approval for Thesis/Dissertation Submission*** form to the Graduate College.

- The committee members must sign this form to indicate that the student is eligible to submit the final document electronically.
- If a majority of members indicate that the thesis has not been satisfactorily revised, the submission will be rejected.
- If a majority of members indicate that the student is eligible to submit electronically but one or more members dissents, the dean of the Graduate College will follow a dissenting opinion process parallel to those described in ***Result of the Thesis Defense*** and ***Result of the Dissertation Defense***.

- It is the student's responsibility to ensure the final thesis submitted electronically meets all formatting requirements outlined in the ***Thesis/Dissertation Instruction Packet*****.** Submissions that contain formatting errors will be rejected.

The Doctoral Degree in HSTM

Admission to the Doctoral Program

Students wishing to obtain a doctoral degree in the University of Oklahoma's graduate program in the History of Science, Technology, and Medicine are expected to have completed a Master of Arts in this or a closely related field. Most such students will have completed their program in this department. Students wishing to enter the doctoral program directly who have not received an MA from this department should contact the Graduate Advisor of the department before making an application.

Students who have completed a Thesis option MA degree in History of Science, Technology, and Medicine from OU must apply for admission to the doctoral program upon completion of their Master's degree. In their letter of application to the doctoral program, students should summarize briefly their work in the M.A. program and indicate (a) the primary field in which the doctoral program will concentrate, (b) the faculty supervisor with whom they will work, and (c) their professional goals and how their work in the doctoral program will foster those goals.

Department Requirements for the Ph.D. degree

In order to meet the requirements for the PhD degree in the History of Science, Technology, & Medicine, students must accrue 60 credit hours in instruction. This excludes all graduate credit hours taken as part of the MA, which means that students starting as MA students and continuing on to the PhD will end with at least 90 hours of graduate credit.

- HSTM colloquium series
    - *All graduate students* must enroll each semester in the one credit of "5001: HSTM Colloquium Series". This will be evaluated at the end of each semester by the students themselves using the rubric attached to the syllabus. Exceptions to the colloquium requirement will be granted on a semester-by-semester basis for valid reasons as discussed between the student and the student's advisor.
- HSTM graduate seminars
    - *Graduate students who have not yet passed general exams* must enroll in the one or two 5000-level HSTM graduate seminar that are offered each semester (if two are offered they are expected to enroll in both). Exceptions to the HSTM seminar requirement will be granted on a semester-by-semester basis for valid reasons as discussed between the student and the student's advisor.
    - *Graduate students who have passed general exams* will take mostly dissertation hours with their major professor, but they are encouraged to enroll in HSTM graduate symposia insofar as the courses are relevant to their work.
- Elective courses and directed readings
    - Elective courses refer to courses taught by faculty outside the department. Directed readings can be arranged with faculty either in the department (which is the most common practice) or outside of the department. Students are strongly encouraged to take one or more courses offered by other departments (frequently in History). These courses and directed readings should be selected in consultation with the student's advisor and the instructor.

    - *Graduate students who have not yet passed general exams* will take elective courses and directed readings primarily to help them prepare for and/or satisfy requirements for their four fields.
    - *Graduate students who have passed general exams* will take mostly dissertation hours with their major professor, but they are encouraged to take elective courses or directed readings as relevant to their work.
    - Note that the graduate college allows no more than 50% of credits in the program from directed readings because they are graded S/U.

- Dissertation hours
    - Graduate students who have passed general exams must take a minimum of 2 credits of dissertation hours per semester.
- Total course hours
    - Course hours for a PhD degree must total at least 60 hours beyond what is required for the MA.
- Language/skills requirement
    - All students must satisfy a **second** foreign language or research skill as explained in the section on "Language and Research Skills".
- General examination
    - All students must satisfactorily complete the general examination, as explained in the section "The Doctoral Fields and General Exams." This consists of written and oral tests.
    - Most HSTM students who enter the doctoral program must take general exams within four years of the start of the program because most enter after having completed an MA; those who enter the program with a BA have five years.
- Doctoral dissertation
    - All students must complete and satisfactorily defend a doctoral dissertation in an oral examination as explained in the section "The Doctoral Dissertation."
- Residency requirement
    - The Graduate College requires that all doctoral students fulfill a residency requirement of "at least two consecutive 16-week semesters during the pursuit of the doctoral degree while enrolled and engaged in coursework or research activities as prescribed by the major academic unit."

Graduate College Requirements for the Ph.D. and progress towards degree

It is the student's obligation to be aware of the schedule, deadlines, and steps towards degree completion. You can find the current information on the graduate college website: https://www.ou.edu/gradcollege/forms-and-policies/steps-to-degree

You should discuss this schedule with your committee chair to ensure that the correct forms are filed at the appropriate times. All required forms, deadlines, and further information is available on the graduate college website linked above.

Your progress towards degree will be one of the topics addressed in the department's annual evaluation meeting with our graduate advisor.

Student Advising and Mentoring
The department's graduate advisor has the main responsibility for supervising and coordinating the advising of graduate students. Students are encouraged to regularly consult with the department's graduate advisor, their committee chair, the department chair, and/or other faculty in the department, especially if they encounter difficulties of any kind during their program of study.

Once the student has designated a chair for their PhD committee, that faculty member will supervise the student's work toward their degree. The student should confer with the committee chair frequently and maintain contact with other members of their committee as needed. While meetings with the entire committee will be less frequent, students are encouraged to consult with all committee members for their input and advice.

Advising in the PhD program
A doctoral committee consists of a minimum of four members, three department faculty members and one member from another OU department who serves as the Graduate College representative. The Graduate College representative's role is to ensure that all requirements are met and all policies are followed and that the student is treated fairly. Students may add committee members beyond these minimums—including faculty members from other departments or universities—keeping in mind that the Graduate College requires that the majority of committee members hold faculty positions within the department.

Program oversight and documentation for doctoral work
The doctoral committee will oversee the direction of the student's work, although the main direction will come through regular consultation with the committee chair. The chair and committee members will provide feedback on the student's research, and, in discussion with the student, will define the student's general exam fields. This will be confirmed at the Advisory Conference, an official meeting of the entire committee.

The Advisory Conference Meeting

The Advisory Conference is a required meeting of the entire committee and the student. Its primary purpose is to aid the student in developing an overall place for the completion of their degree. This will include discussion of the student's course of study towards degree, as well as agreement on the student's general exam fields and the supervision thereof. Following this meeting the student will need to complete and submit the graduate college *Advisory Conference Report* form.

With regard to the oversight of the general exams and the fields, the goal of the Advisory Conference is to ensure that the scope and depth of the fields fits the student's needs, the chair's expectations, and the supervising faculty's standards for competence in the areas of study. The student should meet regularly with the faculty supervising their fields to discuss readings and other assignments. The committee as a whole is responsible for setting and evaluating the student's written and oral performance in the general exam.

Timetable for completion of the general exams

By the beginning of the second semester of the doctoral program, the student in conjunction with the faculty members supervising each field, should submit a brief one-to-two-page description of each field that defines its scope and the requirements for its satisfactory completion. This should accompany a full reading list, a list of course requirements, and a description of any major work outside of reading preparation. If a field is meant to be untested (see below), then the requirements for satisfying this field must be spelled out clearly. Copies of these field descriptions will be kept by the field supervisor, the student, and the committee chair.

Students and their committee chairs should establish a timetable for completion of general field examinations with clear, specific expectations for required content and deadlines. As a rule, the department expects full-time students to complete their general examinations within three or four semesters after completion of requirements for a Master's degree. Individual extensions to this timetable may be discussed with the graduate studies advisor and committee chair during the graduate student annual evaluations.

The Doctoral Fields and General Exams

The content of each student's graduate program is developed through an in-depth study of four distinct fields of specialization. The purpose of the fields is to organize and build academic specializations that will provide adequate preparation for work on the student's dissertation and ensure that they are ready for a future career. The fields are usually defined in terms of reading lists that the student is required to be proficient in.

Three of these fields are usually closely related to the student's doctoral research. The fourth field should differ from the student's specialization so as to ensure a breadth of competence that will provide the student with the ability to engage broadly with the scholarly community to which they see themselves part of. The fields are to be designed by the student in consultation with their chair and the members of the student's doctoral committee.

In order to demonstrate proficiency in these four fields, the student must take a general exam that will consist of both written and oral parts. Written examinations will be set in three of the four fields. The fourth field may, at the request of the student, be satisfied by coursework. This is an option that most students choose, but it is not required. The committee members are in charge ensuring that the reading lists are appropriate to the fields. The committee as a group must agree on the questions to be asked for the written portion of the exam.

Defining the General Examination Fields

The four fields are designated as follows:

- The doctoral research field
- The second research field
- The third research field
- The fourth field

The **doctoral research field** supports the student's dissertation research. The field may be defined by period, by region, or by topic/theme.

The **second and third research fields** are generally closely related to a student's research interests but in a manner distinct from the doctoral field. They will provide a different thematic focus, methodological or theoretical perspective, or context than the doctoral field. These fields are typically (but not necessarily) supervised by a member of the student's committee other than the committee chair. These fields may be defined by period, region, and/or theme.

The **fourth field** is often satisfied by means other than a written examination, as determined by the student and their committee. The goal of this field is to provide the student with a broader perspective on the history of science than found in the other three fields. This breadth should be sufficient to enable the student to teach courses beyond their immediate area of research. This field may cover periods, themes, and regions substantially distinct from the student's research fields.

Detailed discussion of General Examination for the Ph.D. Degree

Procedures

1. The General (Qualifying) Examination for the Ph.D. consists of two parts: one written, and one oral. General Examinations consist of three days of written examinations and one day of an oral examination.

2. General exams should be open-note and open-book. Students should be allowed to take the exams on their own computers if they wish.

3. Although the HSTM faculty will not require students to take general exams in the department or on campus, we will provide a neutral, distraction-free space for any student who requests.

4. The time limits of general exams should be flexible, ranging from 4 to 8 hours (for each field examination). The exact length may be determined by the committee. In no case should one exam take longer than ONE working day (8 hours).

5. Only one field examination will take place per day, for a total of three days devoted to written examinations. The oral examination is the culmination of the entire General Examination. It occurs after the completion of the written examination and takes place during one day. The duration of the oral exam will be determined by the committee, but shall be no less than 1 and no more than 3 hours long.

6. After the oral examination the committee will judge the entire General Examination to be one of the following: Pass with distinction; Pass; Pass conditional on certain requirements being met by the student; Fail.

7. Students who fail the General Examination may retake it once.

8. Upon satisfactory completion of the General Examination, the student is admitted to Candidacy for the degree of Doctor of Philosophy.

Preparations for the General Examination

The department faculty members consider the general examination one of the most important steps in the training of doctoral students and strive in every case to ensure fairness and equity as well as high standards of scholarship among those advanced to candidacy. The following remarks are intended to supplement details provided in The Doctoral Fields and General Exams section above.

(a) **The Role of the Graduate College Representative of the Doctoral Committee.** The Graduate College requires that committees be composed of four graduate faculty members, at least one of whom must be outside the major department. In the department it is expected that the supervisor of the outside doctoral field will also serve as the representative of the Graduate College policy. Students are also encouraged to consider the addition of a member from outside the University with special expertise in the area of the dissertation.

(b) **The Procedures Used to Prepare the Examination.** The composition of the General Examination is described in The Doctoral Fields and General Exams section above. The questions for each field are written by the faculty members that supervised the fields, with other faculty being asked to write questions at the committee chair's discretion. The entire examination, however, is reviewed by all members of the committee to ensure balance, comprehensiveness, and fairness.

In preparing each section, faculty draw upon considerations that include, but are not restricted to the following:

- the current state of the field
- the historiographical issues that inform current and previous research traditions in the field
- the student's interests as they pertain to the field as a major or minor field of specialization
- the student's prior preparation in the program.

In all cases, the goal is to prepare an examination that allows the student to display comprehensive knowledge and opportunities for student specialization.

(c) **Recommendations for Preparation for the General Examination.** Through coursework, seminars, independent reading, participation in departmental colloquia, and regular personal interaction with faculty and fellow students, graduate students are encouraged simultaneously to broaden their understanding of the discipline and to establish informed perspectives on possible areas for specialized research. The chair of the student's committee assumes ultimate responsibility for coordinating this preparation.

(d) **Guidelines for Determining Pass/Fail.** The entire examination is read by all members of the committee. Thereafter, the committee meets to discuss the acceptability of the candidate's responses. Evaluations of specialized faculty within each field are considered especially significant in the general decision regarding the candidate's advancement to the oral part of the examination. The oral examination is an opportunity for the student to qualify or supplement their written answers. In extreme cases, deficiencies within parts of the written responses may serve to fail the candidate before the oral examination (if they are especially broad and serious). More usually they focus discussion in the oral examination.

The committee seeks to determine whether responses in the written and oral portions of the examination display sophisticated and comprehensive understanding of the history of science. Relatively minor deficiencies may still not disqualify the candidate; more serious but limited ones may result in the recommendation that the candidate retake portions of the examination; serious and extensive deficiencies will result in failure on the entire examination.

(e) **Feedback to Students Regarding Performance on Oral and Written Examinations.** Students are notified of passage immediately after the oral portion of the examination. Where the committee has reservations about portions of the examination, the student is informed immediately after the oral portion of the examination, and in addition on a copy of the report filed with the Dean of the Graduate College, the committee chair provides the candidate with a written statement of the deficiencies, together with procedures for remediation.

In cases of complete failure of the examination, the committee chair provides the candidate with a copy of the report filed with the Dean of the Graduate College and a written assessment of the deficiencies displayed in the examination. Candidates may retake the examination a second time, as described below, but not a third time.

(f) **Procedures in Cases of Unsatisfactory Performance on the General Examination.** As noted above, the candidate may display minor deficiencies in parts of the examination that do not result in complete failure. In such cases, the committee may recommend that the student prepare further and either take the examination in those fields again or, depending on the circumstances, require the student to prepare a special area of the field and submit other written work that displays satisfactory achievement.

In cases of complete failure of the examination, the student and chair of the committee meet to discuss the performance and determine the student's future course of action. In some cases, the student may decide to withdraw from the program. If the student decides to attempt the examination after further preparation, the general recommendations for preparation outlined above apply once again, but on this occasion the student and each member of the committee are guided by the written assessment of their performance in their first attempt.

Scheduling for the General Examination

- The student must have completed all requirements for languages or research tools before the general examination can begin
- The General Examination may be taken according to a timetable chosen by the student, so long as the full examination (written and oral sections) occurs within one semester. For one example, a student may choose to take three or four written field examinations within a period of two weeks or less, followed by an oral examination within one or two weeks. Another student may choose to take examinations in parts at intervals separated by several weeks.
- A single oral examination is performed after completion of all written examinations.

The Doctoral Dissertation

The dissertation prospectus
Presentation of a dissertation prospectus to the student's committee is expected within three months of a student's successful completion of the general examination. Individual extensions to this timetable may be discussed with the graduate studies advisor and committee chair during graduate student annual evaluations. The committee will read and advise the student to the extent that they feel is necessary. The student will then work in close collaboration with their committee chair, and with individual committee members as necessary in the writing of the dissertation.

Submission of reading copy
Information and instructions are available through the Graduate College website concerning procedures for submission of the dissertation reading copy and on the prescribed dissertation format (See the graduate college "Thesis/Dissertation Instruction Packet".) Note also that the department strongly prefers that students adopt the Chicago Style of referencing. The latest edition of the Chicago Manual of Style is available in the library and online.

Defense of the Thesis
Defense of the dissertation, based on the reading copy, takes place in a final oral examination, which is a public event. It must be scheduled for a minimum duration of 2 hours, but may, at the discretion of the advisory committee, be longer. The student is generally given the opportunity to give a brief presentation (of up to about 15 minutes) of the main arguments they present in their thesis. Following this, members of the committee will ask questions of the student about their work, its contribution to scholarship, and any other questions they deem relevant. At the conclusion of the defense, the student and any members of the public will be excluded while the committee deliberates in private. The student will be readmitted in order to learn the outcome of their defense.

Submission of the Thesis to ShareOK and the graduate college
After a successful defense, the university requires dissertations to be uploaded to a permanent storage site with open access. If you intend to publish part or all of your dissertation in a form close to that offered at the defense, you should consider that this kind of access may make publication impossible in some scholarly journals. It is possible to request that part or all of a dissertation be embargoed (closed) for up to three years, however the application for this must be made to the Graduate College well in advance of the defense. Further information on this point is available through the graduate college website.

Appendix I:

Graduate Course Descriptions

The department offers courses which are slashlisted so undergraduate students may take an undergraduate 4000-level course while graduate students may take a graduate 5000-level course. The lectures in a slashlisted course are the same. However, students in the 5000-level course have substantial additional requirements beyond those for students in the 4000-level course. These additional requirements are listed in the slashlisted course syllabus.

(1) Undergraduate Survey Courses (taken as an unofficial audit by most MA students)

3013 History of Science to the Age of Newton. Prerequisite: junior standing, or completion of one History of Science lower-division course, or permission of instructor. A survey of Western people's efforts to understand the natural world, from earliest historical times to the seventeenth century. (F, Sp, Su) [IV-WC]

3023 The History of Science Since the Seventeenth Century. Prerequisite: junior standing, or completion of one History of Science lower-division course, or permission of instructor. A survey of the historical and intellectual development of modern science. (F, Sp, Su) [IV-WC]

(2) Introductory Survey Course

5001 Colloquium (1 credit hour)

All graduate students who have yet to complete their general exams are expected to enroll in the 1 credit-hour colloquium course each semester. The colloquium series is an important part of graduate training as well as being a time when faculty and graduate students come together each week. It allows graduate students to learn about the very latest research, about a variety of historiographies, and to meet scholars from outside our department, both from other departments and from other universities. It also gives students an understanding of how professionals in our field interact. Often graduate students will be asked to participate in colloquia by introducing scholars before their talks. Advanced graduate students are expected to offer a colloquium presentation based on their dissertation research. (F, Sp)

5970 Seminar: Research, Criticism and Analysis. 2 to 3 hours. Prerequisite: permission of instructor. May be repeated with change of content; maximum credit 15 hours. Fundamentals of investigation and exposition in the history of science. (F, Sp)

(3) Chronological Survey Courses

5513 Advanced Studies in the History of Ancient and Medieval Science. Prerequisite: 3013 or equivalent, or permission of instructor. May be repeated with change of content; maximum credit 12 hours. Thematic historical analyses of ancient and/or medieval foundations of science, focusing on the development of particular disciplines or scientific institutions, the relationship between science and religion, or transmission of science. Includes examination of sources and critical assessment of scholarly interpretations. (Irreg.)

5523 Advanced Studies in the History of Renaissance and Early Modern Science. Prerequisite: 3013 or 3023, or equivalent, or permission of instructor. May be repeated with change of content; maximum credit 12 hours. Thematic historical analyses of scientific ideas and practices in the scientific revolution and the ideas and practices in the scientific revolution and the enlightenment, 16^{th}–18^{th} centuries. Includes examination of sources and critical assessment of scholarly interpretations. (Irreg.)

5533 Advanced Studies in the History of Modern Science. Prerequisite: 3023, or equivalent, or permission of instructor. May be repeated with change of content; maximum credit 12 hours. Thematic historical analyses of modern science and culture focusing on the European and American development and professionalization of scientific disciplines, interdisciplinary relationships among the sciences, and intersections between scientific and public culture. Includes examination of sources and critical assessment of scholarly interpretations. (Irreg.)

(4) Field Survey Courses

5713 History of Medicine Seminar. Prerequisite: Graduate standing. This seminar is a graduate-level introduction to the history of medicine. We will begin with an examination of the origins and

development of the history of medicine as an academic discipline, then delve into some of the big themes and questions that have shaped the field. (Irreg.)

5723 History of Technology Seminar. Prerequisite: Graduate standing. This course introduces graduate students to the study of technology in its historical contexts. Based in the history of technology, it also introduces students to tools and concepts from cognate fields, such as environmental history, urban studies, mobility studies, and more. (Irreg.)

(5) Thesis/dissertation hours

5980 Research for Master's Thesis. Variable enrollment, two to nine hours; maximum credit applicable toward degree, four hours. (F, Sp, Su)

6980 Research for Doctoral Dissertation. 2 to 16 hours. (F, Sp, Su)

(6) Other graduate courses

5133 Science and Literature. (Slashlisted with HSCI 4133) Prerequisite: Graduate standing and permission of instructor. May be repeated with change of content; maximum credit 6 hours. Explores the relationship between science and literature in the Victorian period from historical and literary perspectives. Students read and contextualize select historical works of fiction and of science in order to better understand the historical relationship between science and society, and between contemporary scientific and literary cultures. No student may earn credit for both 4133 and 5133. (Irreg.)

5550 Topics in the History of Science. 1 to 3 hours. Prerequisite: graduate standing and permission of instructor. May be repeated with change of content; maximum credit 12 hours. Topics of scholarly interest in the history of science.

5613 Issues and Methods in the Digital Humanities. (Slashlisted with HSCI 4613) Prerequisite: graduate standing or permission of instructor. Provides a graduate-level introduction to the central issues, methods, and tools in the emerging field of the digital humanities. Digital humanities is an interdisciplinary set of methods, concepts, values, and practices that enable scholars to create and apply new technologies to answer social, cultural, and historical questions. No student may earn credit for both 4613 and 5613. (Irreg.)

5623 Practicum/Internship in the Digital Humanities. (Slashlisted with HSCI 4623) Prerequisite: graduate standing or permission of instructor. May be repeated; maximum credit 9 hours. A practical, project-based internship, focused on the design and development of a project in the digital humanities under the close supervision of a faculty member. No student may earn credit for both 4623 and 5623. (F, Sp)

5990 Special Studies. 3 to 5 hours. Prerequisite: permission of instructor. May be repeated with change of content; maximum credit nine hours. Specialized studies in the history of science. Individual research culminating in the preparation of a research paper. (F, Sp, Su)

6970 Seminar in the History of Science. 2 to 3 hours. Prerequisite: permission of instructor. May be repeated with change of content; maximum credit 15 hours. Advanced study and historical criticism in specialized areas. (F, Sp)

6990 Independent Study. 1 to 3 hours. Prerequisite: graduate standing and permission of instructor. May be repeated; maximum credit nine hours. Contracted independent study for a topic not currently offered in regularly scheduled courses. Independent study may include library and/or laboratory research and field projects. (Irreg.)

(7) Directed readings

5960 Directed Readings in the History of Science. 1 to 4 hours. Prerequisite: graduate standing and permission of instructor. May be repeated with change of content; maximum credit six hours toward M.A. degree, 12 hours toward Ph.D. degree. Intensive readings in a selected area of the history of science, under the direction of a graduate faculty member.

6960 Directed Readings. 1 to 3 hours. Prerequisite: graduate standing or permission of instructor. May be repeated; maximum credit six hours. Directed readings and/or literature review under the direction of a faculty member. (Irreg.)

Appendix II: Examples of Coursework

Examples of MA degree program:

https://docs.google.com/document/d/1-qi5So18gQIsGv5WJoitC-b9GZrMVOvnPx80EbwJaNc/edit?usp=sharing

Examples of Ph.D. degree program:

https://docs.google.com/document/d/1Y8iuGUXfWVEytC8udiaHlNrJzrJ7PQWVNZBzDCOx9Go/edit?usp=sharing