

From: [James Cogdell](#)
To: [Soave, Melissa](#)
Subject: Fwd: FW: Women's Studies Semester Conversion
Date: Thursday, February 10, 2011 10:13:22 PM

Hi Melissa,

I think this is to be attached to the proposal for CAA approval.

-- Jim

----- Original Message -----

Subject: FW: Women's Studies Semester Conversion
Date: Thu, 10 Feb 2011 16:41:52 -0500
From: Wolf, Kay <Kay.Wolf@osumc.edu>
To: 'James Cogdell' <cogdell@math.ohio-state.edu>

From: Williams, Valarie [<mailto:Williams.1415@osu.edu>]
Sent: Wednesday, February 09, 2011 5:49 PM
To: Wolf, Kay
Cc: Bystydzienski.1@osu.edu; Lexie Beer; Valarie Williams
Subject: Re: Women's Studies Semester Conversion

Dear Kay,

Thank you for your detailed questions and catching of the typos!

For learning outcomes in graduate programs in the arts and humanities, your subcommittee will find that there are variations in the level of detail and specificity, especially at the graduate level. Since we are new to creating graduate program learning goals, and they are not required, we are hopeful that while you are providing valuable feedback for the unit, this would not stop or hold up a proposal from being approved for its semester version of its quarter offering.

At all levels of the Arts and Humanities, the graduate programs aim to teach methodological and creative approaches to conducting research and creative activity. In the case of the Arts programs, their learning goals are prescribed by a national granting and accrediting agency. In the case of the Humanities programs, these are less rigid, less detailed, and more fluid. Therefore the learning goals are shared throughout graduate programs and the emphasis is on differing degrees and the research protocol is of different lengths for written or performance/creative work. For example, the research level of a PhD program prepares students to enter the academy, as do the professionally tagged, terminal degrees such as the DMA, MM, and MFA. The research/creative activity level of a MA program prepares students to have one or two experiences at that advanced level, but not with the same engagement or sustainment over time as for the terminal degree programs.

The Curricular Maps that accompany the graduate level programs in Women's Studies provide a way to navigate the varying degrees of engagement and sustained advanced study

for each learning goal as defined by the unit. On page 12 of CAA of the Graduate Minor, you will see that students engage at an advanced level in two instances, one of which involves the writing of a paper that uses the feminist methodological framework which is a hallmark of this department. On page 14 of the MA, you will see that those students engage further with five experiences at an advanced level, and on page 20 of CAA of the PhD, you will see that these students engage on multiple advanced levels through their major and minor fields.

I have also threaded answers to your questions below:

Graduate Minor in Women's Studies

Clarify how students know the concentration courses that relate to the Gateway courses (CAA pages 7 of 12).

The last two digits of the courses numbered xx10, xx20, xx40, and xx80 relate to the topics in the gateway courses. On page 7 of CAA this is outlined where the gateway courses WS7710, 7720, 7740, 7780 are mentioned and then their correlating concentration courses are found in the next set of numbers: 8810, 8820, 8840, 8880. As you can see in the list of semester courses on CAA page 8, the students "theorize" in the 7000-level course work and then apply the theorizing or method in their topics courses with the same names at the 8000-level.

While the minor does not need goals, they are listed. The committee was somewhat concerned with the third goal regarding research. Is the minor to develop the ability to perform women's studies research? These are the same goals for the MA and PhD minus one.

Yes, one of the goals of the Graduate Minor is for students to conduct feminist methodological research. One goal of the program is to have students acquire the skills so that they may use this methodological framework, construct a theoretical point using data and methods particular to feminist inquiry, and then produce a paper that looks at a particular problem that interests the graduate students through a theoretical feminist lens. They learn the methods in 7700 or 7760, they utilize these methods in the research paper/project that is assigned in the gateway course work, and then in their concentration electives they utilize the methodological framework to look at an issue from their chosen discipline.

PhD in Women's Studies

Credit hours = 81 (Required 36 hours + minimum 15 hours of research after 50 hour masters)

-Page 7 #4 Typo in number 893 = 8893

-Page 9 - Graduate representative at oral exam no longer required.

-PhD Learning goals - while not required are the same as the MA - Should there not be some differences?

Please see above.

MA Women's Studies

PhD Learning goals - goals - while not required are the same as the MA - Should there not be some differences?

Please see explanation above.

-Page 6 - WS 893 - typo

-Page 8 - WS 863 first line - typo

- Page 8 - Last line - semester, not quarter

Page 9 - Are the five electives from a selection of 6 courses? - or can you select two from WS electives and three from other coursework?

A student can select from eight courses.

If you would like to send the programs back to us in PACER, then we can make the corrections of typos, or you could merely lay these explanations over your CAA proposals.

We look forward to the proposals moving forward to full committee for approval and will enjoy being at CAA when this happens.

Many thanks for your diligence as we continue to provide excellent educational opportunities for our students in this time of transition from quarters to semesters,

Valarie

--

Valarie Williams, M.F.A., Ph.D.

Associate Dean, College of Arts and Sciences, Arts and Humanities

Director, OSU Urban Arts Space

Professor of Dance

114 University Hall

230 N. Oval Mall

Columbus, OH 43210

FAX: 614-247-7498

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<image002.jpg>
Kay N Wolf, PhD, RD, LD

<image001.png>

50 YEARS
1961-2011

Director/Associate Professor
Medical Dietetics - Health Sciences
School of Allied Medicine
The Ohio State University
ph: 614-292-8131
fx: 614.292.0210
Kay.Wolf@osumc.edu
<http://amp.osu.edu/md>

Status: PENDING

PROGRAM REQUEST
Doctor of Philosophy in Women's Studies

Last Updated: Myers, Dena Elizabeth
12/14/2010

Fiscal Unit/Academic Org Women's Studies - D0506
Administering College/Academic Group Humanities
Co-administering College/Academic Group
Semester Conversion Designation Re-envisioned with significant changes to program goals and/or curricular requirements (e.g., degree/major name changes, changes in program goals, changes in core requirements, structural changes to tracks/options/courses)
Current Program/Plan Name
Proposed Program/Plan Name Doctor of Philosophy in Women's Studies
Program/Plan Code Abbreviation WOMSTDS-PH
Current Degree Title Doctor of Philosophy

Credit Hour Explanation

Program credit hour requirements		A) Number of credit hours in current program (Quarter credit hours)	B) Calculated result for 2/3rds of current (Semester credit hours)	C) Number of credit hours required for proposed program (Semester credit hours)	D) Change in credit hours
Total minimum credit hours required for completion of program		120	80.0	80	0.0
Required credit hours offered by the unit	Minimum	50	33.3	36	2.7
	Maximum	70	46.7	50	3.3
Required credit hours offered outside of the unit	Minimum	0	0.0	0	0.0
	Maximum	20	13.3	15	1.7
Required prerequisite credit hours not included above	Minimum	0	0.0	0	0.0
	Maximum	45	30.0	30	0.0

Program Learning Goals

Note: these are required for all undergraduate degree programs and majors now, and will be required for all graduate and professional degree programs in 2012. Nonetheless, all programs are encouraged to complete these now.

Program Learning Goals

- 1. Think critically about gender and women's issues
- 2. Student will be able to pursue interdisciplinary inquiries about gender and to pose questions that cut across disciplinary fields.
- 3. Perform women's studies research: develop an argument, organize data and evidence for that argument, and express ideas in writing
- 4. Become successful teachers and scholars in the field of women's studies and develop and implement their own teaching plans and scholarship

Assessment

Assessment plan includes student learning goals, how those goals are evaluated, and how the information collected is used to improve student learning. An assessment plan is required for undergraduate majors and degrees. Graduate and professional degree programs are encouraged to complete this now, but will not be required to do so until 2012.

Is this a degree program (undergraduate, graduate, or professional) or major proposal? Yes

Does the degree program or major have an assessment plan on file with the university Office of Academic Affairs? No

Program Specializations/Sub-Plans

If you do not specify a program specialization/sub-plan it will be assumed you are submitting this program for all program specializations/sub-plans.

Pre-Major

Does this Program have a Pre-Major? No

Attachments

- Curriculum Map GR PHD.pdf: Curriculum Map
(Curricular Map(s). Owner: Beer, Lexie R)
- WS GR PHD.pdf: Supporting Documents
(Letter from Program-offering Unit. Owner: Beer, Lexie R)
- A and H CL.WGSST.doc: CL A and H.WGSST
(Letter from the College to OAA. Owner: Williams, Valarie Lucille)

Comments

Workflow Information

Status	User(s)	Date/Time	Step
Submitted	Beer, Lexie R	10/01/2010 11:14 AM	Submitted for Approval
Approved	Beer, Lexie R	10/01/2010 11:17 AM	Unit Approval
Revision Requested	Williams, Valarie Lucille	10/27/2010 01:43 PM	College Approval
Submitted	Beer, Lexie R	10/27/2010 03:11 PM	Submitted for Approval
Approved	Beer, Lexie R	10/27/2010 03:11 PM	Unit Approval
Revision Requested	Williams, Valarie Lucille	11/06/2010 12:55 PM	College Approval
Submitted	Beer, Lexie R	11/08/2010 11:16 AM	Submitted for Approval
Approved	Beer, Lexie R	11/08/2010 11:34 AM	Unit Approval
Revision Requested	Williams, Valarie Lucille	12/08/2010 12:50 PM	College Approval
Submitted	Beer, Lexie R	12/08/2010 01:50 PM	Submitted for Approval
Approved	Beer, Lexie R	12/08/2010 01:51 PM	Unit Approval
Approved	Williams, Valarie Lucille	12/09/2010 02:46 PM	College Approval
Approved	Myers, Dena Elizabeth	12/14/2010 09:59 AM	GradSchool Approval
Pending Approval	Soave, Melissa A	12/14/2010 09:59 AM	CAA Approval



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December 1, 2010

Lawrence Krissek, Professor of Earth Sciences
Faculty Chair, CCI
College of the Arts and Sciences

Elliot Slotnick, Professor of Political Science
Associate Dean
The Graduate School

Dear Larry and Elliot,

The Department of Women's Studies has completed its proposal for semester versions of its programs: BA, Minor, MA, PhD, and Graduate Minor. Please note, the department's name and its degree titles have changed to the Department of Women's, Gender and Sexuality Studies (WGSST), approved by the Board of Trustees on October 29, 2010; however, at the time of submission for semester programs, the approval for the name change from all approval bodies was not complete. The Arts and Humanities Disciplinary Advisory Panel within the College of Arts and Sciences reviewed and approved all programs.

Bachelor of Arts in Women's Studies: The last revision to the undergraduate program in Women's Studies was in October 2009. The quarter-based degree was 45 credit hours and its semester-based version is 30 credit hours with a pre-requisite course of WS 1110 of 3 credit hours. The most significant change to this major is they are renaming their original three categories and including a fourth one as outlined in the Program Rationale. The major courses have been re-configured and re-defined to reflect the expertise of the faculty. In addition, due to the re-envisioning of the courses and the areas, the courses have been limited to count in only two of the four categories. The Transition Plan identified the individualist nature of advising that Women's Studies has historically provided for its approximately 80-100 majors, and how it will continue this practice in the future. Please note that the BA in Women's Studies has an assessment plan on file with OAA, confirmed October 15, 2010.

Minor in Women's Studies: Like the re-envisioned BA, the Minor in Women's Studies mirrors its new configurations. The quarter-based degree was 25 credit hours and its semester-based version is 12 credit hours with a pre-requisite course of WS 1110 of 3 credits, for a total of 15 hours experience in Women's Studies. Since the minor program is a course-to-course translation, the department has laid out four examples of transition plans for achieving the minor for its approximately 130 minors transitioning from quarters to semesters.

We are sending these programs forward for review and approval in the next stage of curricular review at the Arts and Sciences Committee on Curriculum and Instruction.

Master of Arts in Women's Studies: Following the undergraduate program revisions, the MA in Women's Studies is completely re-envisioned with a new foundation of three core courses, additional requirements of gateway courses, and a selection of multiple topics courses that students may choose to fulfill their five elective requirements. The quarter-based degree was 45

credit hours and its semester-based version is 30 credit hours. The architecture of the new MA that will serve its approximate 10-16 students comes from suggestions provided during the department's program review in 2007.

Graduate Minor in Women's Studies: The graduate minor was first approved in 2005 with revisions in 2009. It typically enrolls 15 students in any one quarter, and because it has a relatively high completion rate because of its flexible requirements, the department chose to maintain its current structure from 2009. The quarter-based degree was 20 credit hours and its semester-based version is 12 credit hours. Since the minor program is a course-to-course translation, the department has laid out four examples of transition plans for achieving the minor for its minors transitioning from quarters to semesters.

PhD in Women's Studies: The PhD in Women's Studies was first approved in 2001, and since that time it has not gone through a curricular revision. The department took this opportunity to put into action suggestions from its 2007 program review, and re-envisioned its doctoral course work and areas. Most specifically, it changed from five areas of concentration to four, reduced the number of core courses from five to three, and provided a more refined list of topics for their approximate 25-30 doctoral students.

We are sending these programs forward for review and approval in the next stage of curricular review at The Graduate School.

The courses that are specific to all of the programs are listed under Women's Studies in PACER and have been advanced along with the program forms. All programs from WGSST have the approval of Arts and Humanities. If you have any questions or concerns, please do not hesitate to call or email me at 292-5727 or williams.1415@osu.edu.

Thank you for your consideration of these proposals,



Valarie Williams

Associate Dean, College of Arts and Sciences, Arts and Humanities
Professor of Dance

CC: Jill Bystydzienski, Chair and Professor, WGSST
Mark Shanda, Interim Dean, College of Arts and Sciences, Arts and Humanities
Lexie Beer, Program Coordinator, WGSST



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Date: October 1, 2010
To: Calendar Conversion Committee, Office of Academic Affairs
Cc: Valerie Williams, Associate Dean of Arts and Humanities
Re: Calendar Conversion for the Department of Women's Studies

The Department of Women's Studies is pleased to provide our program revisions and suggested implementation for our degree granting programs under the semester calendar to begin in Summer of 2012. The Department currently offers degree program in the following areas:

- Undergraduate Major in Women's Studies
- Undergraduate Minor in Women's Studies
- Graduate Minor in Women's Studies
- Master's Degree in Women's Studies
- Doctor of Philosophy Degree in Women's Studies

The Department of Women's Studies has worked diligently over the past year to take a comprehensive look at its course offerings and degree programs under the quarter model as well as student input and feedback to determine the most effective and successful semester conversion plan for our department and our various programs. The department began by taking up the conversion task in its Undergraduate Studies Committee and Graduate Studies Committee, each of which includes student representatives, core faculty, associated faculty, and staff. The Undergraduate Studies Committee then divided the faculty into four ad hoc committees that each addressed course changes, deletions and additions for each of our concentration areas: race, sexualities and social justice; power, institutions and economies; narrative, culture, and representation; and global and transnational feminisms. These committees made recommendations on course offerings within their areas for the semester model while the Undergraduate Studies Committee focused on creating the undergraduate major and minor program templates that would incorporate those changes. The Graduate Studies Committee focused on four principles in order to streamline the transition process: adherence to 2/3 reduction; flexibility for students and faculty; clarity and coherence; and focus on interdisciplinarity. These principles aided the committee's efforts in creating new models for the graduate minor, masters program and doctoral program which the core faculty discussed, revised, and approved at the start of fall quarter 2010, thus completing our revisions for the semester conversion.

The Department of Women's Studies is confident that the changes made to its programs reflects the interests and desires of our students, the expertise of our faculty, and national trends in the field. Thus, we recommend approval of the Doctorate in Women's Studies as provided herein to be carried forward for offering under the semester calendar beginning in 2012.

Regards,

A handwritten signature in cursive script, appearing to read "Jill Bystydzienski".

Dr. Jill Bystydzienski
Department Chair and Professor

Ph.D. Degree

The Ph.D. program requires a minimum of 80 graduate credit hours, at least 50 of which must be earned beyond the Master's. A candidacy examination covering course work is recommended to be taken Autumn semester of the third year. This will be followed by completion and defense of a dissertation comprising an original work of scholarship. The timelines for Ph.D. students are recommendations rather than requirements. The student and her advisor are encouraged to consult with the Graduate Studies Committee about establishing a timeline that suits the student's needs while still complying with Graduate School regulations.

Direct-to-Ph.D. Track

Students in the direct-to-Ph.D. track may opt to take the M.A. degree by completing 30 credits and taking the M.A. exam any year in the program, whether or not they go forward with the Ph.D. Also, students can apply for an M.A. following the successful completion of Ph.D. candidacy exams. Students entering with a bachelor's degree will take three years to complete the coursework hours. For these students, Ph.D. exams should be completed at the beginning of the fourth year.

Required Core Theory Courses: 15 hours

- WS 7700, Feminist Inquiry: Theory (3 hours)
- WS 7702, Feminist Pedagogy (3 hours)
- WS 7760, Feminist Inquiry: Methods (3 hours)
- First gateway chosen from 7710, 7720, 7740, 7780 (3 hours)
- Second gateway chosen from 7710, 7720, 7740, 7780 (3 hours)

Fields of Study: Major and Minor Specializations: 15 hours

Students will select one major and one minor field as their areas of specialization. These will structure the candidacy exam. The fields of specialization are:

- Race, Sexualities and Social Justice
- Power, Institutions, and Economies
- Narrative, Culture, and Representation
- Global and Transnational Feminisms

Students will choose *9 hours of course work beyond the chosen gateway* in Women's Studies or recommended courses for their major field. The minor field will consist of *6 hours of course work beyond the chosen gateway* in Women's Studies or recommended courses.

Electives Courses: 6 hours

Student will select 2 elective courses (6 hours) to count towards their program. These electives should cohere into a sub field that is worthy of study for the comprehensive examination. These electives should be chosen in consultation with the student's advisor. Core courses can count toward major and minor fields. Ph.D. students are expected to take at least two-thirds of their courses within the Department. Course work and exam preparation should reflect the intersection of each field of specialization with the four lines of inquiry emphasized in the core courses. Courses at the 600-level or above that were taken during the master's program but not counted towards the master's degree may be used as course work in the major and minor fields (II.6.2). A maximum of 6 hours may be used this way.

Course Work Summary

1. Minimum of 80 graduate credit hours, of which 50 hours must be earned while in the program. Up to 30 graduate credit hours can be transferred from another institution.

2. Core, specialization, and elective courses:
 - 15 hours in core courses or equivalent
 - 9 hours in the major specialization field beyond the gateway
 - 6 hours in the minor specialization field beyond the gateway
 - 6 hours in electives
3. Hours earned while a Master's student will have some bearing on PhD course selection:
 - Students may have already taken some/most of the core courses or equivalent.
 - Students may use courses taken as a master's student but not used toward the master's degree as part of specialization course work.
4. No more than 6 hours of WS 893, Individual Studies, may count toward the degree.
5. The Graduate Studies Committee strongly recommends that students take a second methods course related to the dissertation in addition to WS 7760. The course should be chosen in consultation with the advisor and would be counted among the specialization. Students may choose 8860 or another department's methods course.
6. Students may wish to take courses that will not count toward specific degree requirements but do count as graduate credit hours. Examples include: research methods, language, and other courses relevant to the student's interests.

Advising

Students will choose a director for each field of specialization from among the Women's Studies faculty. One of the directors will be the student's official advisor, and will preferably be the director for the major field and for the dissertation. Associated faculty members may serve as minor field directors and as full co-advisors in conjunction with Women's Studies core faculty for candidacy examinations and/or dissertations. The Graduate Studies Committee suggests that, in order to achieve intellectual coherence, the official advisor remain the same for both the candidacy exam and dissertation committees.

Program of Study

Students should confer with their advisors to develop a program of study by the end of the second semester. The program of study should specify the fields of specialization, directors for each field, and courses completed and expected to be taken. The program should also reflect the results of decisions made about transferring credit from other institutions, use of courses taken as a master's student, and any other special considerations. The program should be filed for reference with the Graduate Studies Coordinator. The program of study can be modified at any time.

Annual Review

Every Ph.D. student will be reviewed by the core faculty every spring in order to assure timely progress and to resolve problems before they become unmanageable. Emphasis is not simply evaluation of progress, but also team attention to each student's course of study. The review process will begin at the end of autumn semester with a meeting of the student and advisor in order to update the Ph.D. Program Outline. The advisor will complete a discursive form in order to provide further information, describe upcoming deadlines, etc. The student will sign off on this form. The completed Program Outline and evaluation will go to the Graduate Studies Committee at the middle of spring semester so that the Committee can effectively set up the faculty review meeting. The Committee will decide if co-advisors from other programs need to be present and will decide on a meeting agenda. The faculty will decide as a body if and how progress problems should be addressed, for example, spelling out of deadlines and consequences if deadlines are not met. The Graduate Studies Committee Chair will write a brief letter to the student summarizing the faculty discussion and decisions, with a copy to the advisor and an understanding that the advisor will follow up on deadlines as needed. The updated Program Outline and discursive evaluation will become part of the student's file.

Transfer of Credit

Students with Master's degrees from other institutions should confer with their advisors during the first semester about receiving and applying transfer credit to their program of study. Final determination about transfer and use of courses from other institutions will be made by the Graduate Studies Committee in consultation with the advisor. (II.3.2.3). Once a determination has been made, staff will coordinate filing the necessary paperwork with the Graduate School.

Language Requirement

Ph.D. students are required to demonstrate proficiency in a language other than English by:

- Passing an examination given by the pertinent department, or
- Passing a language department's 5573 sequence with a B or better, or a 1000 series with a grade of B or better (the 1000 level series may not be substituted for 5000 level courses in departments where the latter exist, although students are free to take any additional courses on their own), or
- Making other arrangements with a qualified resource outside the university per the advisor's approval for unusual circumstances where a language isn't offered at OSU.
- By showing reading competence in a second language before taking the Candidacy Examination, if it is relevant to the student's field of specialization, by passing one of the regularly scheduled examinations or by completing the 5571-5573 sequence of reading courses in the student's chosen language with a minimum grade of B.

Candidacy Examination

Most students should plan to take the candidacy exam during Autumn of the 3rd year. The exam is expected to allow the student to demonstrate mastery of the broad range of ideas covered in the three fields.

The Candidacy Exam Advisory Committee

The student's exam advisory committee will consist of the directors for each field of specialization, plus one additional qualified person chosen by the student. The advisory committee will be chaired by the student's official advisor. The fourth member of the advisory committee may be from outside the department, including but not limited to members of the Women's Studies Associated Graduate Faculty (II.6.4.4). Students and their advisors should consult with the Graduate Studies Committee if an alternate format seems necessary. Before specific preparation for the exam occurs, the candidate's exam committee must meet with the candidate to lay out and agree on the parameters of the exam for the candidate, and to answer any questions from the candidate regarding the exam content and process.

Reading Lists

Students should prepare reading lists for the candidacy exam no later than the 4th semester in the program (or one complete semester before the exam is expected to be taken). Students should propose a tentative reading list for each area to the director for that area for further development. When completed, lists should be passed to the Graduate Studies Committee for review and then to the Graduate Studies Coordinator to be filed. Many of these works will have been read as part of the chosen course work, although some might be new works to fill in gaps. The *major field* reading list should have approximately 50-100 items (books and articles). Reading lists for the *minor fields* should each have approximately 30 items (books and articles). Each list should include works that reflect the 3 lines of inquiry, though field directors and students will have flexibility to develop lists that reflect the nature of the field and the student's interests. Any individual work can appear only on one list, even though it may be applicable to more than one field of specialization.

Exam Questions

Written exam questions will be composed by each student's committee. Questions will be formulated to require answers that draw material from across epistemological categories/lines of inquiry. The major field

exam will consist of one of two questions. The essay should be approximately 20 pages long, plus a bibliography. The questions for the major specialization will anticipate the focus of the dissertation. Each minor field exam will consist of one of two questions. Each essay should be approximately 12-15 pages long, plus a bibliography. Thus, the completed exam should consist of three essays and be approximately 44-50 pages long. The written essays should be regarded as the beginning of a discussion that will be completed during the oral exam. Questions for the oral exam can pertain to any works on the student's reading lists, the written portion of the exam, or any other pertinent matter. To insure equity in this matter, there should be no consultation between the advisor and the student between the written and oral portions of the exam.

Exam Process and Format

The exam will take place over three 3-day periods, chosen by the student and her advisory committee in consultation with the Graduate Studies Committee. The major field written exam will be taken during one 3-day period; the minor field written exam will be taken during one 3-day period; and the third area (minor field, elective area or dissertation topic) written exam will be taken during one 3-day period. The 3-day periods do not need to be consecutive; the student may choose which portion she writes first. According to Graduate School rules (II.6.10.8.1), the oral portion of the exam takes place within 1 month of completion of the written portion. For written exams, the student will pick up the exam questions from the Graduate Studies Coordinator no earlier than 9:00 AM on the morning of the exam period. 5 copies of the essays along with an electronic copy must be returned to the Graduate Studies Coordinator no later than 4:00pm on the third day of the exam. The oral portion of the exam must be scheduled at least two weeks before it is held in order to allow time for the Graduate School representative to be appointed. **Satisfactory answers will be:**

- *thorough, explicitly answering all parts of the question*
- *using the requested number and type of sources;*
- *well organized, with a coherent thesis and sustained argument;*
- *synthetic of the material from course work and reading lists;*
- *original (may not include long excerpts of other's work or the student's work written for other reasons).*

Unsatisfactory performance on any portion will result in failure of the exam. At the recommendation of their Ph.D. committee, students having failed the exam may take a portion or all of it a second and final time. Failure on the second try will result in permanent dismissal from the Graduate School. In accord with Graduate School policy, students will advance to candidacy for the Ph.D. the semester following completion of the candidacy exams and the filing of the proper forms with the Graduate School. Forms must be filed by the last working day of the quarter for candidacy to begin the following quarter. Note that ABD students (that is, graduate students who have successfully completed their candidacy exams) who receive graduate assistantships must be enrolled for 3 credit hours.

The Dissertation Committee

The dissertation committee is chaired by the student's official advisor and composed of two or more other faculty members of whom at least one must be a core faculty member. The Dissertation committee may or may not be the same as the student's Candidacy Exam committee; however, the Graduate Studies Committee suggests that in order to achieve intellectual coherence, the official advisor remain the same for both.

Composition of Valid Examination Committees

The Graduate School is charged with the task of validating committee members for PhD exams. Candidacy exam committees are required to have four current graduate faculty members; the chair must be a Category P graduate faculty member. Doctoral defenses are required to have at least three current graduate faculty members, including the advisor (who must be a Category P graduate faculty member).

The Prospectus

In the quarter following the completion of the Candidacy Exam, the student should choose a dissertation committee and prepare a dissertation prospectus. The prospectus should be prepared in consultation with the advisor and/or dissertation committee members. The prospectus should be 8-12 pages, double-spaced excluding the bibliography and should include:

- An abstract of the project that explains the contribution to the field;
- A discussion that situates the study within the relevant literature;
- A discussion of methodology;
- An outline of the expected chapters' organization; and
- A working bibliography, which includes basic sources already read and key sources needed

The prospectus should be reviewed and approved at a meeting with the student's dissertation committee **no later than the 7th week of the semester after the student's Candidacy Exams**. The prospectus approval form (attached hereto as Appendix F) should be signed by all committee members and placed by the Graduate Studies Coordinator, along with a copy of the prospectus, in the student's file. The prospectus should be a general overview of the planned project, with an informed but not necessarily comprehensive bibliography of secondary sources, primary sources and/or research methods. It should be used to guide but not determine the research and writing process.

Dissertation Funding

Dissertation year funding is a possible extension of departmental GA funding for up to one academic year for Ph.D. students who have already used the four years of funding promised to all Ph.D. students. All departmental and Graduate School rules regarding GA employment will apply to the dissertation year. Dissertation year funding is dependent on the University and Women's Studies budgets; the amount available will vary from year to year. Students may apply for funding for 1 or 2 semesters. Students in their fourth year of Ph.D. program funding (that is, who will have completed 8 semesters of funded work in the Ph.D. program, not counting summer semesters) may submit an application for dissertation-year funding. The application will be due on **the last Friday in January**. The application form is Appendix G of the Graduate Handbook. To be eligible for dissertation year funding, students must have demonstrated efforts to secure external funding, including from other sources at OSU; have passed their candidacy exams; and have satisfactory GA performance. If there is insufficient money available to fund all students who apply, applications will be evaluated by the Graduate Studies Committee on the basis of status of the dissertation work. The Committee may take into account the number of quarters for which 5th year funding is requested. Status of the dissertation will be assessed on the basis of:

- Contribution to the field;
- Organization;
- Interdisciplinary perspectives.

Applications must include, in addition to the application form:

- The prospectus (see Graduate Handbook for description of prospectus);
- A completed draft chapter (except for those in the direct-to-Ph.D. track)*
- A letter from the advisor assessing the student's project and progress on the dissertation.

*Because students in the direct-to-Ph.D. track should be taking their exams at the beginning of the fourth year, the standard for fifth year funding will be passing the prospectus.

Dissertation Completion

Students should submit drafts of the dissertation to all committee members for suggestions prior to finalizing its form and content, and discuss and implement suggestions prior to a two-hour oral examination by the committee that constitutes a defense of the dissertation. An outside reader selected by the student in consultation with the advisor will also serve on the examination committee.

Proposing and Teaching Topics Courses

Any current Women's Studies student who is ABD is able to propose a course to be taught under WS 3320 – Topics in Women's Studies. Proposed syllabi for WS 3320 courses will be vetted by the Undergraduate Studies Committee, which will look at the feasibility of the course, its possibilities for attracting students, and its pedagogical value. Ph.D. students who want to propose a course should submit the syllabus and a brief cover letter to the Graduate Program Coordinator by the 7th week of spring semester in order to have the course considered for the following year's schedule of classes. The cover letter should explain how this course fits into the student's scholarly interests and/or dissertation topic. The UGS will rank proposed courses, based on the above criteria. In making the teaching assignments, two additional considerations will be made by the scheduling staff. Priority will be given to the seniority of the student making the proposal and also to students who have never taught the course before. Please note that 3320 assignments will always be dependent on our teaching needs.

Ph.D. Suggested Timeline

First Year

- | | |
|--------|--|
| Autumn | <ul style="list-style-type: none"> • WS 7700 • WS 7702 • Elective |
| Spring | <ul style="list-style-type: none"> • WS 7760 • Gateway • Elective |

Second Year

- | | |
|--------|--|
| Autumn | <ul style="list-style-type: none"> • Gateway • Major Field • Minor Field |
| Spring | <ul style="list-style-type: none"> • Major Field • Major Field • Minor Field |
| Summer | <ul style="list-style-type: none"> • Prepare for Candidacy Exams • Complete language proficiency requirement, if necessary |

Third Year

- | | |
|--------|---|
| Autumn | <ul style="list-style-type: none"> • Pass Candidacy Exams • Complete any course work. • Identify funding for dissertation. |
| Spring | <ul style="list-style-type: none"> • File Dissertation Prospectus • Work on dissertation |
| Summer | <ul style="list-style-type: none"> • Work on dissertation • Identify funding for dissertation |

Fourth Year

- | | |
|--------|--|
| Autumn | <ul style="list-style-type: none"> • Work on dissertation • Conduct field work • Apply to graduate in spring |
| Spring | <ul style="list-style-type: none"> • Defend dissertation and file examination report • Enroll for at least three credit hours • Submit formatted dissertation and related documents |

Direct-to-Ph.D. Degree Suggested Timeline for students entering with a B.A.

First Year

- | | |
|--------|--|
| Autumn | <ul style="list-style-type: none"> • WS 7700 • WS 7702 • Elective |
| Spring | <ul style="list-style-type: none"> • WS 7760 • Gateway • Elective |
| Summer | <ul style="list-style-type: none"> • Additional Course |

Second Year

- | | |
|--------|---|
| Autumn | <ul style="list-style-type: none"> • Gateway • Major Field • Minor Field |
| Spring | <ul style="list-style-type: none"> • Major Field • Major Field • Minor Field |
| Summer | <ul style="list-style-type: none"> • Additional Course |

Third Year

- | | |
|--------|--|
| Autumn | <ul style="list-style-type: none"> • Additional Course • Additional Course • Additional Course |
| Spring | <ul style="list-style-type: none"> • Additional Course • Additional Course • Additional Course |
| Summer | <ul style="list-style-type: none"> • Prepare for Candidacy Exams • Complete language proficiency requirement, if necessary |

Fourth Year

- | | |
|--------|---|
| Autumn | <ul style="list-style-type: none"> • Pass Candidacy Exams • Complete any course work. • Identify funding for dissertation. |
| Spring | <ul style="list-style-type: none"> • File Dissertation Prospectus • Work on dissertation |
| Summer | <ul style="list-style-type: none"> • Work on dissertation • Indentify funding for dissertation |

Fifth Year

- | | |
|--------|--|
| Autumn | <ul style="list-style-type: none"> • Work on dissertation • Conduct field work • Apply to graduate in spring |
| Spring | <ul style="list-style-type: none"> • Defend dissertation and file examination report • Enroll for at least three credit hours • Submit formatted dissertation and related documents |

WS Graduate Doctorate – Program Rationale

The Department of Women's Studies faculty and Graduate Studies Committee have focused on four guiding principles in adapting the curriculum to the semester model. These principles include:

- Adhering to a 2/3 reduction in course offerings and requirements
- Continued focus on interdisciplinarity
- Flexibility for instructors and students
- Clarity and Coherence

These principles have guided our decisions on course offerings, course requirements, makeup of the program and research and examination procedures. In order to adhere to a 2/3 reduction in offerings and requirements, our credit hour requirements have gone from 120 total hours to 80 total hours. Of that, students can transfer 30 hours in from a master's degree, and take the 36 hours of required coursework as well as a minimum of 15 hours of dissertation and research hours to complete the Graduate School's requirement of 80 hours. The required courses in the program are as follows:

- WS 7700, Feminist Inquiry – Theory
- WS 7760, Feminist Inquiry – Methodology
- WS 7702 Feminist Pedagogy
- 2 gateway courses from WS 7710, 7720, 7740, 7780
- Major field consisting of 9 credit hours beyond the gateway
- Minor field consisting of 6 hours beyond the gateway
- 6 hours of elective courses

In addition, in order to adhere to a 2/3 reduction, provide flexibility and interdisciplinarity for students and clarity within the program, we have limited our curriculum to the following set of elective courses:

- WS 8800, Topics in Feminist Theory
- WS 8810, Topics in Race, Sexualities, and Social Justice
- WS 8820, Topics in Power, Institutions, and Economies
- WS 8840, Topics in Narrative, Culture, and Representation
- WS 8860, Topics in Methodology
- WS 8880, Topics in Global and Transnational Feminisms

This change allows our students more clarity in associating topics courses with their matching gateway/concentration area to better streamline their foci as well as allows our faculty to continue to teach specialized courses in their research areas under the guise of a topics course. This not only allows flexibility for our current faculty but also eases the work of future faculty in not overwhelming our curriculum with courses that can only be taught by one or two faculty members that may or may not move onto other institutions in the future. In addition, we have removed one minor field from the students curriculum and program to allow them further inquiry within their chosen major and minor field as well as an individualized comprehensive exam that a student and advisor will work together on to choose a third examination area that may cover a second minor field, a dissertation topic, or information learned through elective coursework. The PhD program in Women's Studies at Ohio State University was approved in 2001 and admitted its first students in 2002. Shortly thereafter, all of our programs underwent an external review. This process pointed to the challenges in our curriculum, including too many core requirements and too many concentration areas. That review allowed us to restructure our program, going from 5 to 3 core requirements and 5 to 4 concentration areas. However, the current overhaul of the curriculum for semester conversion will be the first major transformation for the PhD program. This allows our semester conversion process to fully explore the new interests, goals and objectives of our faculty and students and thus provide a flexible, coherent, and interdisciplinary program for our current and incoming PhD students.

Women's Studies Graduate Course Offerings – Semester Conversion

WS 7700	Feminist Inquiry: Theory Intro to women's studies as a field of study and an orientation to the program, facilities, resources, and people.
WS 7702	Feminist Pedagogy Assist graduate students in meeting instructional responsibilities and developing skills for college level teaching.
WS 7710	Theorizing Race, Sexualities and Social Justice Examines theories of difference based on race, ethnicity, nationality, sexuality, and class and the ways difference defines and modifies women's realities.
WS 7720	Theorizing Power, Institutions, and Economies Examination of feminist theoretical approaches to the material conditions of women's lives and the changing structures of social, economic, and political power.
WS 7740	Theorizing Narrative, Culture, and Representation Introduces graduate students to the central debates that have characterized feminist theories of representation.
WS 7760	Feminist Inquiry: Methods An overview of feminist methodological issues and dilemmas and an introduction to a variety of research methods.
WS 7780	Theorizing Global and Transnational Feminisms This course provides a broad comprehension of theoretical aspects of global and transnational feminisms.
WS 8792	Interdepartmental Studies in the Humanities Two or more departments offer courses on subjects of mutual interest.
WS 8800	Topics in Feminist Studies Feminist studies on a variety of topics at the PhD level (previously 860).
WS 8810	Topics in Race, Sexualities and Social Justice Advanced in depth studies in the theories of race, ethnicity, nationality, sexuality and class.
WS 8820	Topics in Power, Institutions, and Economies Advanced study of topics relating to gender, power and change, both theoretical and practical.
WS 8840	Topics in Narrative, Culture and Representation In-depth investigations of topics and genres central to feminist theories of gender representation, including considerations of aesthetics, subjectivity, intersectionality, narrative, and spectatorship.
WS 8860	Topics in Feminist Methodology Advanced study of variable topics relating to feminist methodology, methods, and research.
WS 8880	Topics in Global and Transnational Feminisms This variable topic course includes various possible offerings on the subject of transnational feminisms.
8892	Interdepartmental Studies in Critical Theory Interdisciplinary study of a movement (i.e. phenomenology) or problem (i.e. intentionality) in literary theory.
WS 8893	Individual Studies Students may register for individual directed study in subjects not covered in regular course work.
WS 8998	Research in Women's Studies: Thesis Directed research for master's thesis.
WS 8999	Research in Women's Studies: Dissertation Research for dissertation purposes only

Ph.D. Program Outline

Student Information:

Student Name: _____ Year: _____

Major Field: _____ Director: _____

Minor Field: _____ Director: _____

Minor Field: _____ Director: _____

Committee Members _____

Program Milestones

Date Completed

Comments

Program of Study Filed: _____

Reading List Filed: _____

Candidacy Exam Taken: _____

Language Proficiency Passed: _____

Dissertation Prospectus Filed: _____

Dissertation Defense Expected: _____

Courses Taken

WS Core Courses (or equivalent)

Quarter

Hours

Grade

WS 700 Intro to Graduate Studies _____ 5 _____

WS 702 Teaching Women's Studies _____ 5 _____

WS 710 Theorizing Difference _____ 5 _____

WS 720 Theorizing Gender, Power & Change _____ 5 _____

WS 740 Theorizing Gender Representation _____ 5 _____

WS 760 Survey of Feminist Methodologies _____ 5 _____

Major Field (25 hours)

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Minor Field #1 (15 hours)

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Minor Field #2 (15 hours)

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

M. A. Credits Transferred

Comments:

Ph.D. Program Outline

Student Information

Student Name: _____ Year: _____

Major Field: _____ Director: _____

Minor Field: _____ Director: _____

Committee Members _____

Program Milestones

Date Completed

Comments

Program of Study Filed: _____

Reading List Filed: _____

Candidacy Exam Taken: _____

Language Proficiency Passed: _____

Dissertation Prospectus Filed: _____

Dissertation Defense Expected: _____

Courses Taken

WS Core Courses (3 course required/9 hours)

		Quarter	Hours	Grade
WS 7700	Feminist Inquiry: Theory	_____	3	_____
WS 7702	Feminist Pedagogy	_____	3	_____
WS 7760	Feminist Inquiry: Methods	_____	3	_____

WS Gateway Courses (2 courses required/6 hours)

		Quarter	Hours	Grade
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Major Field (3 courses beyond the gateway/9 hours)

Quarter

Hours

Grade

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Minor Field (2 courses beyond the gateway/6 hours)

Quarter

Hours

Grade

_____	_____	_____	_____
_____	_____	_____	_____

Electives (2 courses required/6 hours)

Quarter

Hours

Grade

_____	_____	_____	_____
_____	_____	_____	_____

36 CREDIT HOURS REQUIRED IN PHD COURSEWORK

_____ HRS EARNED

30 CREDIT HOURS TRANSFERRED FROM MA PROGRAM

_____ HRS EARNED

READING HOURS AND DISSERTATION HOURS

_____ HRS EARNED

80 TOTAL CREDIT HOURS REQUIRED FOR THE PHD

_____ **HRS EARNED**

Comments:

Department of Women's Studies Transition Policy

The Department of Women's Studies is committed to protecting the academic progress of its students. Students should find that the shift from quarters to semesters does not disrupt their progress towards a degree in Women's Studies if they actively develop and follow academic plans in consultation with their Women's Studies academic advisor. Students completing their Women's Studies degree within this transition will receive approximately the same amount of instruction as students under either the quarter or semester model, and the changes to our programs will only improve the quality of their Women's Studies education. To ensure the conversion will not harm our students' progress, we will continue to provide intentional and purposeful advising by understanding how the changes in our courses and program requirements will affect our students degree programs. We will maintain flexibility with our students' progress through their degree and assist them in planning their programs to graduation. Since students' plans vary considerably based on their degree program and focus, each student's plan for completing degree requirements in Women's Studies will need to be determined individually in close consultation with their academic advisor. Our students should be responsible for getting and using advice that assures progress towards their degree.

The Department of Women's Studies serves approximately 25-30 doctoral students each year in various stages of their degree program. With a full time professional staff member that serves as an advisor and program coordinator as well as 18 full time faculty, the department is well equipped to personally handle the needs of its students during the semester conversion process. We are committed to individually serving our students to ensure their success and achievement throughout the semester conversion.

The Department of Women's Studies also commits to updating all documents, forms, and materials that are available in person or electronically to reflect these changes and the semester requirements, including our website, handbooks, advising sheets, and program forms available through the Graduate School and Graduate Admissions.

Women's Studies Graduate Doctorate Curriculum Map

Level	Course #	Course Title	Develop critical Thinking about Gender and Women's Issues	Pursue Interdisciplinary Inquiry about Gender	Perform research in Women's Studies	Become successful teachers and scholars
Introductory	WS 7700	Feminist Inquiry: Theory	B			B
Introductory	WS 7702	Feminist Pedagogy				B
Introductory	WS 7760	Feminist Inquiry: Methods			B	B
Intermediate	Gateway #1	Chosen from 7710, 7720, 7740, 7780	I			I
Intermediate	Gateway #2	Chosen from 7710, 7720, 7740, 7780	I			I
Intermediate	Elective #1	Form into coherent subfield for exams		I		I
Intermediate	Elective #2	Form into coherent subfield for exams		I		I
Advanced	Major Field #1	Three courses in addition to gateway			A	A
Advanced	Major Field #2	Three courses in addition to gateway			A	A
Advanced	Major Field #3	Three courses in addition to gateway			A	A
Advanced	Minor Field #1	Two courses in addition to gateway		A		A
Advanced	Minor Field #2	Two courses in addition to gateway		A		A

TOTAL REQUIRED HOURS 36

B = BEGINNER LEVEL
I = INTERMEDIATE LEVEL
A = ADVANCED LEVEL