

American Studies at the University of Kansas
A Handbook for Graduate Students



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This handbook is for informational purposes
and does not constitute a contract.

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Introduction

American Studies at the University of Kansas is an interdisciplinary program offering opportunities for graduate study on the American experience – past, present, and in global context. We believe that the subject of American Studies is the multiplicity of institutional and cultural forms and meanings involved in conceptualizing America. American Studies at the University of Kansas seeks to accommodate a wide variety of scholarly, career, and personal objectives. The program's flexibility grows logically from our view that American Studies can legitimately include analysis of any aspect of the American experience. We do, however, encourage graduate students to engage in critical analysis of the meanings of such concepts as "American," "experience," "culture," "society," and "identity" that have formed an integral part of American Studies scholarship. We provide training in the study of American culture and society and in the broad range of methodological and conceptual approaches appropriate to such study. Given our recognition of the critical impact of difference and power in American life, we insist that a student's program of study consider the profound interaction of diversity (e.g., race, ethnicity, gender, class, sexuality, region, and religion) and differential power structures in American life. Given the broad definition of our mandate, the program requires students to define their own areas of concentration and to draw from all of the appropriate university resources in developing them. Students must demonstrate coherence in their course plans and contextualize the significance of their areas of specialization for the broader understanding of American culture and society.

Graduate students have contributed much to the development of the program, especially since the formation of the Graduate Student Organization in 1969. Their elected representatives participate as full voting members in departmental meetings, except for matters of personnel, and are therefore active in formulating administrative procedures, curricular developments, and policies on student admissions.

About Lawrence

Lawrence boasts a rich heritage, beginning in 1854, when the Kansas Territory was opened to settlement. Settlers, according to the "popular sovereignty" concept, could decide whether to admit Kansas as a free or slave state. In an effort to keep the territory from becoming pro-slavery, New England abolitionists rushed to what is now Lawrence. They were met with staunch opposition from pro-slavery forces, and the bloody clashes culminated in the town being sacked by Quantrill and his raiders. The Eldridge Hotel, one of Lawrence's signature historic buildings, was twice burned by pro-slavery forces from Missouri in Lawrence's early years.

Today, Lawrence offers a more peaceful existence. In northeast Kansas, Lawrence is in forested, rolling country, 30 minutes from Topeka and 40 minutes from Kansas City. The University sits atop a hill (Mt. Oread) overlooking two river valleys—the Kansas and the Wakarusa. Concerts, plays, lectures, and films can be found on campus as well as in locations around the community. Lawrence's vibrant downtown shopping, dining, and entertainment districts rival any in the Midwest. Recreational activities abound, with numerous hiking and biking trails, grassy neighborhood parks, and nearby lakes. Winters are cold and summers are hot, but both are relatively short, and the fall and spring seasons are long and pleasant.

Admission

Because we believe that our faculty and graduate students are the most critical resources in defining the quality of our graduate program, potential applicants are encouraged to correspond with the Director of Graduate Studies and, especially, to visit the campus to discuss their interests and the program with faculty and students.

Ordinarily students are admitted into the program beginning with the fall semester but exceptional candidates may be admitted in any semester. To be eligible for any fellowships, awards, or assistantships, however, all application materials should be received in the American Studies office by **December 1**. Applications received by December 1 will have priority in the admissions process. The final deadline for fall admission is May 1 but exceptional candidates will be considered after that date.

The admissions process is rigorous and requires a competitive application to be successful.

Admission Requirements

1. A completed application form, on-line (<http://www.ku.edu/~graduate>)
2. A non-refundable application fee: \$45 on-line application for domestic students; \$55 on-line application for international students
3. A statement of academic objectives describing the student's intellectual development, previous academic training, and areas of academic interest (The quality of this statement is an especially important factor in the decisions of our admissions committee; *two-page maximum*.)
4. A resume/curriculum vitae
5. Three letters of recommendation (Use letter of recommendation form.)
6. One official transcript from all colleges attended
7. The Graduate Record Examination Aptitude test scores (GRE scores)
8. A sample of the applicant's written academic work
9. TOEFL scores (for international students)
10. Proof of financial support (for international students).

The admissions committee places great weight on the statement of academic objectives. Often, the committee is uncertain as to a student's interest in American Studies and looks to the statement for guidance. An effective essay should explore the student's intellectual interests, why she or he is interested in American Studies and future academic and career plans.

Students must have at least a 3.0 grade point average in their previous academic work to be admitted to regular graduate student status. In exceptional cases, students with less than a 3.0 grade point average are admitted to the program on either a provisional or a probationary basis. For further information concerning admission status, see the University's *The Office of Research and Graduate Studies Catalog*.

The application, application fee, and transcripts must be submitted online to the Office of Research and Graduate Studies at <http://www.ku.edu/~graduate>.

All other materials should be submitted to the American Studies Program, 1440 Jayhawk Boulevard, Room 213, Bailey Hall, Lawrence, KS 66045.

Graduate Fellowships, Scholarships, and Assistantships

The Office of Research and Graduate Studies Awards

Each year the American Studies Program may nominate graduate students to compete for assistance from the Office of Research and Graduate Studies. **Honors Fellowships** are provided to recruit outstanding students. Ph.D. Honors Fellows receive a stipend plus tuition and fees for their first and fourth or fifth years; master's Honors Fellows receive a stipend plus tuition and fees for their first year only. Under the terms of the Honors Fellowship, American Studies is responsible for providing a half-time teaching assistantship to Honors Fellows for the two or three intervening years for Ph.D. students and for the second year for master's students. **First-year Graduate Fellowships** are one-year awards. They include a stipend plus tuition and fees for the first year of graduate study. In addition, American Studies is committed to providing teaching and/or research assistantships for at least three succeeding years for doctoral students and one year for master's students. **Melik Graduate Fellowships**, for underrepresented minority students, provide a stipend plus tuition and fees for the first and fourth or fifth years of study for doctoral students and for the first year for master's students. Half-time teaching or research assistantships are offered to Melik Graduate Fellows by American Studies for the two or three intervening years for Ph.D. students and for one year for master's students. **Dissertation Fellowships**, intended for students who have passed their comprehensive oral exams, provide a one-year stipend, as well as tuition and fees. **Summer Fellowships** are open to all graduate students in residence and include a stipend plus tuition and fees. The **Harry S. Truman Good Neighbor Award Foundation** awards two non-renewable scholarships of \$1,000 to students who demonstrate potential for careers in or contribution to international service. The **Dwight Eisenhower/Clifford Roberts Graduate Fellowships** assist young scholars of exceptional leadership to complete work for the doctoral degree in such areas as government, history, economics, business administration, and international affairs. **Minority Graduate Teaching Assistantships** provide half-time four-year GTA positions for new U.S. ethnic minority graduate students. Students will receive tuition waivers or in-state fee status in accordance with their research or teaching appointment. See the *The Office of Research and Graduate Studies Catalog* for more information about The Office of Research and Graduate Studies awards.

American Studies Assistantships

Currently, the American Studies Program has a limited number of teaching assistantships and other awards available. Graduate teaching assistantships are available for participation in two undergraduate courses: American Studies 100, "Introduction to American Studies," and American Studies 110, "American Identities." These assistantships provide tuition and a stipend. Managing editor and assistant editor positions, which may be held for multiple years, are available with

American Studies, a journal sponsored by the Mid-America American Studies Association and the University of Kansas.

Assistantships in Other Departments

Many of our graduate students hold teaching assistantships in Western Civilization, and American Studies graduate students have held teaching or research assistantships in the departments of English, Sociology, Radio-TV-Film, Political Science, Foreign Languages, and History, as well as in the schools of Architecture, Design, and Planning and Journalism. If you are interested in applying for positions in one of these cooperating departments, you should first discuss your interest with the American Studies graduate director and explore the procedures most appropriate to the specific department to which you wish to apply. Generally, this will require that you have copies of your credentials sent both to American Studies (for admission to the program) and to the department in which you would like to be considered for an assistantship. In addition, you should inform the chairperson or graduate director of the department to which you are applying for a teaching assistantship that you are applying for admission to American Studies. Make sure that *both departments* receive copies of your Graduate Record Examination scores, your transcripts, and your letters of recommendation. You may want to solicit extra recommendations that attest to your ability to teach or to your background in the field in which you want to teach. For example, if you want an assistantship in Western Civilization, and have taken courses in Philosophy or European History, recommendations from the professors of those courses might strengthen your case in the eyes of the Western Civilization chairperson.

Faculty

Core Faculty

Chappell, Ben (Ph.D., Texas, 2003) Assistant Professor of American Studies: ethnography, cultural studies, Latino/a America, lowriders, performance, space, public culture, race and class, materiality

Domer, Dennis (Ph.D., Kansas, 1980) Acting Director of Graduate Studies, American Studies; Associate Professor Emeritus of American Studies, Associate Dean Emeritus of the School of Architecture, Design, and Planning: American architectural history, material culture, regional and local history, and Germany

Dorman, Jacob (Ph.D., California, 2004) Assistant Professor of History and American Studies: African American history, black religion, and 1920's Harlem

Golash-Boza, Tanya (Ph.D., North Carolina, 2005) Assistant Professor of American Studies and Sociology: race and ethnicity, Latin America, immigration, and ethnography

Flores, Ruben (Ph.D., California, 2006) Assistant Professor of American Studies: Latin American migration to the United States, comparative histories of Mexico and the U.S., the development of the social sciences during industrialization, sociological approaches to politics and culture, the competing foundations of truth offered by science and religion, and the transformation of North America's rural communities

Hart, Tanya (Ph.D., Yale, 2006) Assistant Professor of American Studies and Women, Gender,

and Sexuality Studies: women's studies, African-American studies, public health, and medicine in the history of the United States

Jelks, Randal (Ph.D., Michigan State University, 1999) Associate Professor of American Studies and African and African American Studies: African American religious, urban, and civil rights history

Katzman, David M. (Ph.D., Michigan, 1969) Professor of American Studies: race and ethnicity, work culture, migration, and social history

Lester, Cheryl (Ph.D., Buffalo, 1987) Director of American Studies; Associate Professor of American Studies and English: 20th-century American literature and culture, cultural theory, and William Faulkner

Pence, Ray (Ph.D., Kansas, 2006) Lecturer in American Studies: disability studies and civil rights

Schofield, Ann (Ph.D., SUNY, Binghamton, 1980) Professor of Women, Gender and Sexuality Studies: U.S. women's history, U.S. Social and Cultural history, biographical narratives, gender, and work (on leave 2009-2012)

Tucker, Sherrie (Ph.D., Santa Cruz, 1999) Associate Professor of American Studies: popular culture during World War II, theories of race, ethnicity, gender, sexuality, class, and nation; cultural studies, oral history, and jazz studies

Tuttle, William M. Jr. (Ph.D., Wisconsin, 1967) Professor Emeritus of American Studies: recent U.S. social, political, and cultural history, childhood and family, and African-American history

Yetman, Norman R. (Ph.D., Pennsylvania, 1969) Chancellors Club Teaching Professor Emeritus and Professor Emeritus of American Studies and Sociology: American racial and ethnic relations, sports in American culture, and American religion

Affiliated Faculty

Ajayi-Soyinka, Omofolabo (Ph.D., Ife, Nigeria) Associate Professor of Women, Gender, and Sexuality Studies: feminist criticism, post-modern theory and criticism in theatre, and African-American literature

Alexander, Shawn (Ph.D., Massachusetts, Amherst) Assistant Professor of African and African-American Studies and Interim Director of Langston Hughes Center: African-American social and intellectual history of the 19th and 20th centuries

Anatol, Giselle (Ph.D., Pennsylvania) Associate Professor of English: Caribbean literature, literature of the African diaspora, women's writing, and children's literature

Anderson, Danny (Ph.D., Kansas) Professor of Spanish and Portuguese, Interim Provost and Executive Vice Chancellor, and Vice Provost for Academic Affairs: Mexican literary and cultural studies, including U.S.-Mexico border and Mexican immigration to the United States, contemporary literary and social theories related to the Americas

- Antonio, Robert J.** (Ph.D., Notre Dame) Chancellors Club Teaching Professor and Professor of Sociology: social theory and American political economy
- Arias, Santa** (Ph.D., Wisconsin-Madison) Associate Professor and Chair of Graduate Studies of Spanish and Portuguese: Colonial Latin, American Discourses: colonial and post colonial theory, and interdisciplinary approaches to the study of literature and culture
- Atkins, G. Douglas** (Ph.D., Virginia) Professor of English: creative non-fiction
- Barnard, Philip H.** (Ph.D., Buffalo) Conger-Gabel Teaching Professor of English and Associate Professor of English: early American and 19th-century American literature, Charles Brockden Brown, theory and history of the novel, poststructuralism to cultural studies, translation theory, and comparative literature
- Baym, Nancy** (Ph.D., Illinois, Urbana-Champaign) Professor of Communication Studies: interpersonal communication in online communities, the relations between online and offline social life, and perceptions of the internet as a social medium
- Bejarano, Christina** (Ph.D., Iowa) Assistant Professor of Political Science: American Politics: Latino Politics, Women and Politics and Minority Political Behavior
- Berg, Charles M.** (Ph.D., Iowa) Professor of Theatre and Film: film, popular culture, and jazz
- Bolden, Anthony** (Ph.D., Louisiana State) Associate Professor of African and African-American Studies: African-American music, African-American culture studies, popular culture, African literature, and ethnic-American literature
- Brooks, Karl** (Ph.D., Kansas) Associate Professor of History and Environmental Studies and Courtesy Professor of Law: environmental law and policy history in North America, American social and political history since 1945
- Caminero-Santangelo, Marta** (Ph.D., California, Irvine) Professor of English and Chairperson of the Department of English: U.S. Latino/a literature, 20th-century American women's writing; feminist theory; 20th-century American literature; African-American literature
- Carothers, James B.** (Ph.D., Virginia) Professor of English: modern fiction, American humorists, baseball in American literature, and William Faulkner
- Cateforis, David C.** (Ph.D., Stanford) Associate Professor of History of Art: American art
- Chong, Kelly H.** (Ph.D., Chicago) Assistant Professor of Sociology: gender, race and ethnicity, East Asian studies, and social theory
- Cigler, Allen J.** (Ph.D., Indiana) Chancellors Club Teaching Professor of Political Science: contemporary political systems, political behavior, and agriculture
- Davidman, Lynn** (Ph.D., Brandeis) Professor of Sociology and Religious Studies: disciplines of sociology, religious studies, Jewish studies, women and gender studies, and race, religion, and ethnicity

- Donovan, Brian** (Ph.D., Northwestern) Associate Professor of Sociology: the role of moral reform movements in shaping forms of social inequality
- Earle, Jonathan** (Ph.D., Princeton) Associate Professor of History and Associate Director of the Robert J. Dole Institute of Politics: American culture
- Ekerdt, David** (Ph.D., Boston) Professor of Sociology and Director of the Dole Human Development Center: aging, work and organizations, medical sociology, and family
- Eldredge, Charles C.** (Ph.D., Minnesota) Hall Family Foundation Distinguished Professor of American Art History and Culture: American art
- Fawcett, Stephen B.** (Ph.D., Kansas) Kansas Health Foundation Distinguished Professor of Human Development and Family Life: American community development
- Fischer, Iris Smith** (Ph.D., Indiana) Associate Professor of English: semiotics, comparative literature, Pierce studies, modern and contemporary literary and performance theory, cultural studies, drama, and the avant garde
- Fitzgerald, Stephanie** (Ph.D., Claremont) Assistant Professor of English and Global Indigenous Nations Studies: American Indian and world indigenous literatures, American ethnic literature, and American literature
- Fowler, Doreen** (Ph.D., Brown) Professor of English: twentieth-century American literature, literature of the American South, Faulkner studies, race studies, literary applications of psychoanalytic theory
- Gordon, Jacob U.** (L.L.D. and D.D., Baptist Union Seminary) Associate Professor Emeritus of African and African-American Studies: African-American leadership and African-American males
- Graham, Maryemma** (Ph.D., Cornell) Professor of English: vernacular theories, history of the book, women's writings, African American and American literature, literary history, autobiography, and biographical criticism
- Hanley, Eric** (Ph.D., California, Los Angeles) Associate Professor of Sociology and Director of Graduate Studies: political and economic sociology, sociology of organizations, social stratification, globalization, and post-communist societies
- Hanson, F. Allan** (Ph.D., Chicago) Professor of Anthropology: social anthropology, semiotics, world view, social theory, Polynesia, and contemporary U.S
- Hardy, Saralyn Reece** (M.A., Kansas) Director of Spencer Museum of Art
- Harrington, Joseph** (Ph.D., Berkeley) Associate Professor of English: American culture; 20th-century poetry and poetics, U.S. literatures, and globalization
- Harris, Susan K.** (Ph.D., Cornell) Hall Distinguished Professor of American Literature and Culture: American women writers, Mark Twain, 19th-century American literature and culture, early twentieth-century American literature, historical and cultural criticism, biography, immigrant literature, and American regionalism

- Harris, William J.** (Ph.D., Stanford) Associate Professor of English: American literature, African American literature, jazz studies, American poetry, and creative writing
- Hartman, James** (Ph.D., Michigan) Professor of English: lexicography, American dialects, and American English
- Hayes, Michelle Heffner** (Ph.D., California, Riverside) Associate Professor of Dance: modern dance, improvisation, choreography, dance, history, and flamenco
- Hemenway, Robert** (Ph.D., Kent State) Professor of English: American literature
- Hill, Shirley** (Ph.D., Kansas) Professor of Sociology: family, medical systems, and social inequality
- Hiner, N. Ray** (Ph.D., George Peabody) Chancellor's Club Teaching Professor Emeritus and Professor Emeritus of History and Teaching and Leadership: childhood and youth, and history of education
- Imber, Michael** (Ph.D., Stanford) Professor of Teaching and Leadership and History: educational law and policy, and role of education in American society
- Jahanbani, Sheyda** (Ph.D., Brown) Assistant Professor of History: U.S. foreign relations history, the U.S. and the world, and modern U.S. history (post-1945)
- Johnson, Jay T.** (Ph.D., Hawaii, Manoa) Assistant Professor of Geography and Courtesy Professor of Indigenous Nations Studies: Indigenous people, resource management, political activism
- Joslyn, Mark** (Ph.D., Washington, St. Louis) Associate Professor of Political Science: American politics, voting behavior, public opinion, and research methods
- Kautsch, Michael A.** (Ph.D., Iowa) Professor of Law: reporting, and law of communications
- Kelton, Paul** (Ph.D., Oklahoma) Associate Professor and Chairperson of History: indigenous peoples, and early America
- Kleykamp, Meredith** (Ph.D., Princeton) Assistant Professor of Sociology: quantitative methods, demography, and populations and society
- Kuznesof, Elizabeth** (Ph.D., Professor of History and Director of Latin American Area Studies: colonial Latin American social and family history, colonial Brazil, and slavery
- Lewis, Adrian** (Ph.D., Chicago) Professor of History and director of KU/Ft. Leavenworth Program: Military history
- Loomis, Burdett A.** (Ph.D., Wisconsin) Professor of Political Science: political institutions
- Major, Judith** (Ph.D., Pennsylvania) Professor of Architecture: 19th-century American landscape architecture

- Mayo, James M.** (Ph.D., Oklahoma State) Professor and Chair of Urban Planning: American landscape and planning
- McLendon, M.J.** (Ph.D., Kansas) Assistant Professor of English: the Holocaust
- Mielke, Laura** (Ph.D., North Carolina) Assistant Professor of English: 19th-century American literature and culture, early American literature, American Indian literature, and American studies
- Miller, Timothy** (Ph.D., Kansas) Professor of Religious Studies: religion in America, past and present, new religious movements, and American communal societies
- Moran, Jeffrey** (Ph.D., Harvard) Associate Professor of History: modern U.S.; cultural and intellectual history, history of sexuality, history of education, and history of science
- Myers, Garth A.** (Ph.D., Southern California) Professor and Director of African/African-American Studies: Sub-Saharan Africa development, cultural and political geography, research on urban and regional development in Eastern Africa, cultural studies and social theory in geography, and pastoralism
- Nagel, Joane P.** (Ph.D., Stanford) University Distinguished Professor of Sociology: race, ethnicity, nationalism, sexuality, culture, social movements, and comparative-historical
- Napier, Rita** (Ph.D., American) Associate Professor of History: social history of the American West, Native American history, and history of Kansas
- O'Brien, Sharon** (Ph.D., Oregon) Associate Professor of Political Science and Indigenous Nations Studies: international relations, international law, federal Indian law, tribal government
- Padilla, Yajaira** (Ph.D., California, San Diego) Assistant Professor of Spanish and Portuguese: 19th- and 20th-century Latin American literature, central American literature, U.S. Latina/o literature, contemporary Latin Americanist literary, and cultural and society theory
- Parson, Donn W** (Ph.D., University of Minnesota) Professor Communication Studies: Argument, Problems of Tropes, and the efforts of Kenneth Burke and work on a recently discovered manuscript of a conversation between Kenneth Burke and Richard McKeon
- Pennington, Dorthy** (Ph.D., Kansas) Associate Professor of African and African-American Studies and Communication Studies: African-American women, and communications
- Persley, Nicole Hodges** (Ph.D., Southern California) Assistant Professor of Theatre: impact of racial and ethnic identity on performance practices in theatre and film
- Preston, Catherine** (Ph.D., Pennsylvania) Associate Professor of Theatre and Film: film history and theory, and visual culture
- Pultz, John** (Ph.D., New York) Associate Professor of History of Art: photography, and modern art

- Rodriguez, Robert** (Ph.D., Kansas) Lecturer of Latin American Studies and Associate Director of McNair Scholars Program: Latin American politics and sports, and Argentina
- Rosenbloom, Joshua** (Ph.D., Stanford) Professor of Economics: American economic history
- Schwartz, Roberta Freund** (Ph.D., Illinois, Urbana-Champaign) Associate Professor and Division Director of Musicology: early music of Spain, musical patronage, the history of recorded sound, transnational interpretations of African-American music, the blues, and rock and roll
- Sharistanian, Janet M.** (Ph.D., Brown) Associate Professor of English: women's literature
- Shelton, Robert L.** (Ph.D., Boston) Associate Professor of Religious Studies: social ethics, and communication religion
- Shortridge, Barbara** (Ph.D., Kansas) Lecturer of Geography, food and culture (regional and ethnic), and urban geography
- Shortridge, James R.** (Ph.D., Kansas) Professor of Geography: American cultural geography, and the Midwest
- Skrtic, Thomas M.** (Ph.D., Iowa) Professor of Special Education: educational policy, institutional analysis
- Smith, David** (Ph.D., Wisconsin-Madison) Professor of Sociology: social theory, race and ethnicity, political and economic sociology, and comparative and historical sociology
- Spano, Richard N.** (Ph.D., Minnesota) Associate Professor and Associate Dean of Social Welfare: social work practice and ethics
- Sprague, Joey** (Ph.D., Wisconsin) Professor of Sociology: sex and gender, cultural sociology, and social theory
- Staples, William G.** (Ph.D., Southern California) Professor and Chair of Sociology: comparative and historical medical and legal systems, political sociology, theory, work and organizations
- Stull, Donald D.** (Ph.D., Colorado) Professor of Anthropology: applied policy studies, ethnic relations, rapid-growth communities, North American Indians, and contemporary Great Plains
- Tidwell, J. Edgar** (Ph.D., Minnesota) Professor of English: African American and American literatures
- Vasquez, Jessica** (Ph.D., California, Berkeley) Assistant Professor of Sociology: race/ethnicity, Mexican Americans/Latinos, family, and identity and culture
- Warf, Barney** (Ph.D., Washington) Professor of Geography: economics, political and social geography

Warren, Kim (Ph.D., Stanford) Assistant Professor of History: 19th century U.S. women's history

Weber, Jennifer (Ph.D., Princeton) Assistant Professor of History: civil war, and political, social, and military history

Weiss, Thomas J. (Ph.D., North Carolina) Adjunct Professor of Economics: American economic history

Wilson Theodore A. (Ph.D., Indiana) Professor of History: diplomatic and military history, and the Atlantic world

Woelfel, James E. (Ph.D., St. Andrews) Professor of Humanities and Western Civilization and Philosophy: philosophy of religion

Worster, Donald E. (Ph.D., Yale) Hall Family foundation Distinguished Professor of American History: environmental history and the West.

Zimmerman, Mary K. (Ph.D., Minnesota) Associate Professor of Health Policy and Management: gender, medical sociology, and methodology

American Studies Association of Graduate Students (ASAGS)

Graduate students in American Studies automatically belong to the American Studies Association of Graduate Students at the University of Kansas. This organization meets on a regular basis, operates on behalf of students in association with the American Studies Program and selects three representatives who sit on the Steering Committee of American Studies. One of these representatives also sits on the Executive Committee, the Graduate Studies Committee, and the Undergraduate Studies Committee.

Requirements, Regulations, and Procedures

Advising

The graduate director normally advises entering graduate students. By the end of the first year of graduate study, each student should ask a faculty member to serve as his/her advisor and notify the program's administrative assistant of the faculty member identified. This information will be included as part of the student's file in the American Studies office. The faculty advisor will work closely with the student to develop a coherent plan of study, which should be in writing and included in the student's file as early as possible in the student's graduate career. At the comprehensive examination stage, the chair of the examination committee becomes the student's advisor. At the dissertation stage, the chair of the dissertation committee becomes the student's advisor. Since students' interests often change throughout their graduate careers, students should feel free to change advisors. Such a change should be communicated to the administrative assistant so that it can be recorded in the student's file in the American Studies office.

The Office of Research and Graduate Studies Time Limits

1. Master's Degree

A student who wishes to complete a master's degree at the University of Kansas must complete all the requirements toward the degree within seven years of the time of the *initial* enrollment in the program.

2. Doctoral Degree

A. A student must hold a master's degree from KU or another regional credited university before being admitted to the Ph.D. program in American Studies.

B. A student who enters doctoral studies at KU with a master's degree from KU or another regional credited university must complete all of the requirements for the Ph.D. within eight years of the time of the initial enrollment in doctoral work at KU.

C. A student who applies for doctoral studies at KU without a master's degree from KU or another regional credited university must obtain a M.A. in American Studies before formal admittance to the Ph.D. and must complete all work for the Ph.D. within ten years of the initial enrollment in master's studies.

Leaves of Absence

Ph.D. students may petition the Office of Research and Graduate Studies through the American Studies Program for a leave of absence, which typically will be granted for one year. After an absence of five years, whether approved or otherwise, masters and doctoral students lose status and must reapply to the program. The petition form can be found on the Office of Research and Graduate Studies webpage: <http://www.graduate.ku.edu/>

Master's Degree in American Studies (30 credit hours total)

The Master of Arts in American Studies is a free-standing degree. Students admitted to the M.A. program may hold bachelor's degrees in any field and will be considered for admission based on the merit of their application. Some, but not all graduates of the M.A. program, plan to apply to a doctoral program, either at KU or another university.

M.A. students are required to select an advisor by the beginning of their second semester. See the beginning of this section for guidance on choosing an advisor.

I. Required Courses (18 credit hours)

A. AMS 801, 802, 803, 804 (12 hours)

These courses constitute a four-semester sequence: entering graduate students should take

801 during the fall semester of their first year of graduate work and the remaining courses in subsequent consecutive semesters. This sequence of core courses is designed to initiate and reinforce the process of preparation toward completion of the master's degree—that is, completion of a master's thesis or a coherent integration of courses and issues upon which a written examination would be based.

B. Two graduate seminars (6 hours)

The student should complete two seminars on topical areas such as race and ethnicity; gender; sexuality; class; religion; political economy; material culture; popular culture; social and cultural theory; visual arts, etc. Given the program's recognition of and commitment to the critical examination of difference and power in American life, students are strongly encouraged to include among these two seminars at least one that focuses on issues of race and ethnicity, gender, class, or sexuality.

II. Elective Courses and Options (12 credit hours)

Elective courses should constitute a coherent subject concentration, including historical depth in the subject that prepares the student for either the master's written examination or for writing a thesis.

A. Examination Option (discussed fully below):

A minimum of twelve credit hours of elective courses

B. Thesis Option (discussed fully below):

1. A minimum of six credit hours of elective courses

2. 6 credit hours of thesis direction (AMS 699, AMS 809, and/or GS 700 and/or GS 710)

Note: After a master's degree student has finished coursework, he or she must be continuously enrolled in either Exam Preparation, Thesis hours, or AMS 809 during the fall and spring semesters.

Master's Examination Option:

Students choosing the written examination option must complete a minimum of 30 hours (with a grade point average of 3.0 or better), which include 12 hours of required American Studies courses, 6 hours of required graduate seminars, and 12 hours of electives. Students should take the examination in the semester they intend to graduate. Keep in mind that you must be enrolled during the semester in which you take your exam and during the semester in which you graduate. Also, students must allow sufficient time to complete all graduation requirements in time to meet the Office of Graduate Studies deadlines. See the CLAS Graduate Calendar online at <http://www.graduate.ku.edu/~etd/#Dates>.

The examination committee shall be comprised of three members chosen by the student in consultation with the advisor, who normally acts as chair of the committee. The committee shall represent at least two disciplines. Normally, at least one committee member should be a member of

the American Studies core faculty. Exceptions to this policy will be granted only after petition to the Graduate Studies Committee.

The written exam is designed to test the candidate's (1) grasp of the concepts and methods that the student has acquired through course work and (2) ability to show relationships between his or her areas of special competence and the wider field of American Studies. The candidate's knowledge should transcend the study done for particular courses. To achieve this, the candidate should consult with the examiners during the semester before the exam is to be taken and compile appropriate reading lists from which the examiner's questions will be constructed.

The exam will consist of six questions, two questions submitted to the chair by each committee member. These questions will be developed by each examiner as a result of conversations with the student concerning the content of his or her coursework.

Students schedule an eight hour period in which to complete the exam; it is a closed-book exam. The student receives the list of six questions at the beginning of the exam period and selects one question from each examiner. Students are permitted to use a departmental laptop.

Written notice of intent to take the exam should be filed with the American Studies office at least three weeks in advance of the examination; this can be done in the form of an email from the student to the office staff. The examination is written, read, and evaluated (on the basis of Pass or Fail) by each member of the committee. A favorable majority is required for passing the written exam.

M.A. students interested in pursuing doctoral studies should apply to the Ph.D. program following the admissions process and deadlines on the American Studies Program's website.

Suggested Master's Program Timeline for Two Year Completion of Examination Option

First Semester

AMS 801 (3 credit hours)
Electives (3 credit hours) selected in consultation with advisor

Second Semester

AMS 802 (3 credit hours)
Seminar (3 credit hours)
Elective (3 credit hours) selected in consultation with advisor

Third Semester

AMS 803 (3 credit hours)
Seminar (3 credit hours)
Elective (3 credit hours) selected in consultation with advisor

Fourth Semester

AMS 804 (3 credit hours)

AMS 896 (3 credit hours)

Master's Thesis Option:

Students choosing the thesis option must complete a minimum of 30 hours of course work with a grade point average of 3.0 (B) or better: 12 hours of American Studies required courses, 6 hours of required graduate seminars, 6 hours of electives, and 6 hours of thesis or AMS 809. Keep in mind that you must be enrolled during the semester in which you defend your thesis and during the semester in which you graduate. Also, students must allow sufficient time to complete all graduation requirements in time to meet the Office of Graduate Studies deadlines. See the CLAS Graduate Calendar online at <http://www.graduate.ku.edu/~etd/#Dates>.

The thesis is an original piece of research in conjunction with one's advisor. It is distinguished from the doctoral dissertation by time required to completion—ideally two semesters—in contrast with the six or more semesters required for the dissertation. Theses typically range in length from 100 to 180 pages. During the first year, students are expected to consult examples of successful theses, which can be found in the American Studies conference room in 213 Bailey and in the ProQuest Thesis and Dissertation database through the KU libraries website. This review of other theses is meant to help the student identify the range of projects that can satisfy the thesis requirement as well as one or more theses that can serve as models.

Master's candidates selecting the thesis option should, in consultation with their advisors, select a committee to oversee and evaluate the thesis. One member shall act as chairperson and will, among other tasks, ensure that the student and all members of the committee share a common understanding of the objectives, substance, and methods of the project throughout its course. In order to complete the degree in two years, students should develop their subject area during their first year in the program, and should formulate their thesis topic in conjunction with their advisor during the third semester. It is the responsibility of the student to confer with the committee chairperson to determine a process and establish a timeline for the completion of the thesis.

The student will orally defend the thesis following its submission to all three committee members. Assessment of the thesis can be Pass, Fail, or Pass with Distinction. After completion of this oral presentation, the thesis shall be considered completed upon the approval of a majority of the committee members. To complete the M.A. degree, an electronic copy of the thesis must be submitted to the Office of Research and Graduate Studies following the procedure outlined at <http://www.graduate.ku.edu/~etd/>. Additionally, two bound copies, one for the thesis chair and one for the program, must be submitted to the American Studies Program before graduation.

M.A. students interested in pursuing doctoral studies should apply to the Ph.D. program following the process and deadlines described on the American Studies Program's website.

Suggested Master's Program Timeline for Two Year Completion of Thesis Option

First Semester

AMS 801 (3 credit hours)

Electives (6 credit hours) selected in consultation with advisor

Second Semester

AMS 802 (3 credit hours)
Electives, thesis (3-6 credit hours)

Third Semester

AMS 803 (3 credit hours)
Electives, thesis, and/or AMS 809 (3-6 credit hours) selected in consultation with advisor

Fourth Semester

AMS 804 (3 credit hours)
Thesis and/or AMS 809 (3-6 hours)

The American Studies Track of the Museum Studies Master's Degree

Museums are a vital part of American culture. In our museums, we explore our identities, our values, and our dreams for the future. The graduate program in Museum Studies offers training to those who wish to pursue professional careers in museums or historical agencies. Its curriculum provides a basic understanding of the nature of museums and historical agencies as well as expertise in an academic discipline, including anthropology, geology, history, natural history, and American Studies.

The American Studies track of the Museum Studies Master's degree is designed to enable students to achieve depth in their understanding of the American experience. Students choosing the American Studies track are trained in the use of written records and oral histories for gathering information and presenting the socio-cultural patterns and problems of American life. Students are expected to develop further interdisciplinary understanding of American culture relevant to their major interests by taking elective courses in race and ethnicity, gender, sexuality, class, religion, political economy, material culture, social and cultural theory, popular culture, or visual arts.

The Director of Graduate Studies of American Studies, in consultation with the faculty, will review all applications for the American Studies track and make recommendations for admission or denial.

Students pursuing the American Studies track will be required to complete 18 hours of required Museum Studies courses, 18 credit hours of course work in American Studies, and 6 hours of internship, distributed as follows:

1. Required courses in Museum Studies (18 hours)
2. Required American Studies Courses (18 hours):
 - A. AMS 801, 802, 803, 804 (12 hours)

- B. Two graduate courses on American Studies topics (e.g., race and ethnicity; gender; sexuality; class; religion; political economy; material culture; social and cultural theory; visual arts, etc) that are relevant to the student's major interests (6 hours)

3. Internship (6 hours)

Supervised internship of approximately 500 hours of professional-level work. Many students find paid internships, and students may serve longer internships if they wish. Students are required to write a paper describing and critically analyzing their internship experiences.

4. Master's Examination

Based on their written internship report, students take an oral examination about their internship experience, which is evaluated in the context of all graduate course work taken. The examination is conducted by a three-member committee, all of whom have graduate faculty status. The student consults with the American Studies track advisor, choosing two American Studies faculty members and lecturers from whom she/he may have taken courses, and one museum professional who has grad faculty status. The American Studies track advisor chairs the examination committee. The three-member committee must be approved by the Director of Museum Studies.

Total credit hours = 42

The Combined Master's Degree Program in American Studies and Urban Planning

This joint degree combines in a two-and-one-half-year program the normal two-year M.U.P. degree offered through the School of Architecture, Design, and Urban Planning and the normal one-year M.A. degree in American Studies offered through the College of Liberal Arts and Sciences. The program is designed for students interested in careers in policy planning and research involving the arts, social planning, cultural activities and facilities, and historic preservation. For further information on the combined program, consult the respective program chairs. See also Urban Planning in the School of Architecture, Design, and Urban Planning.

Required American Studies Courses:

AMS 801, 802, 803, 804, 899 (Thesis Direction), and electives

Required Urban Planning Courses: UBPL 736, 763, 741, 705, 815, 850, and electives

Total credit hours for the joint master's degree = 60
(For details, contact either department.)

The Doctorate in American Studies

In the Ph.D. program, we seek to train, mentor, and place future academic and research leaders in American Studies and related fields, both inside and outside of the academy. We do this by providing advanced education in interdisciplinary research as well as by fostering an intellectual community of students and faculty within the program and across the wider University. We emphasize the development of independent programs of study while providing mentoring in scholarship and teaching.

Annual Review/Evaluation of Student Progress

The faculty meet annually to evaluate the quality of each student's work and their progress toward their degree. Following that meeting, each student receives a letter from the program with the results of that meeting explaining the assessments of the student's progress. At the end of the fourth semester, any student who is not making acceptable progress toward the doctorate will be offered the opportunity to take the M.A. exam and leave the program with a terminal M.A. degree.

Credit Hours

The University of Kansas does not prescribe a minimum number of hours for the doctorate. However, the Ph.D. degree normally requires a minimum of 57 hours of coursework beyond the bachelor's degree: at least 24 hours of advanced coursework, 12 hours of exam preparation, and 18 dissertation hours.

Requirements

I. Required American Studies Courses (24 credit hours)

A. AMS 801, 802, 803 and 804 (12 credit hours)

These courses constitute a four-semester sequence. Students entering the doctoral program who have not completed this sequence of courses should take 801 during the fall semester of their first year of doctoral work and the remaining courses in subsequent consecutive semesters. This sequence of core courses is designed to initiate and reinforce the process of preparation toward completion of the doctorate—in particular, to provide direction toward completion of the doctoral written examination paper and the development of a doctoral dissertation topic.

B. Two graduate seminars (700-level or above) on broad general topic areas related to American Studies (e.g., race and ethnicity; gender; sexuality; class; religion; political economy; material culture; popular culture; social and cultural theory; visual arts). Given the program's recognition of and commitment to the critical examination of difference and power in American life, students are strongly encouraged to include among these two seminars at least one that focuses on issues of race and ethnicity, gender, class, or sexuality.

C. Elective Courses and Options (minimum of 2 additional courses (6 credit hours))

Concentration Areas

Ph.D. candidates are required to develop three concentrations in broadly defined and

coherent subject areas. Students develop concentrations in part by taking courses taught by core and affiliated faculty. Examples of concentrations include, but are not limited to, race, ethnicity, gender, sexuality, community, religion, political life, literature, architecture, Great Plains culture, family life, art, music, popular culture, trans-nationalism, migration, the U.S. in global context, and cultural, and social theory.

Students should begin the process of identifying their areas of concentration as early as the time of application to ensure that their interests are compatible with those of the American Studies core and affiliated faculty at the University of Kansas. As they develop their concentrations, students will identify a primary faculty advisor who usually serves as the chair of their exam committee (see Ph.D. Comprehensive Examination section below) and assists them in defining their concentrations and with selecting additional committee members for their written exams.

II. Required Research Skills (FLORS)

The Office of Research and Graduate Studies' expectation is that students fulfill a significant research skill component distinct from the dissertation itself. The expectations can be found in the Graduate Catalog at <http://www.ur.ku.edu/Acadpub/gradcat/>.

To satisfy this component the American Studies Department requires:

- (1) reading knowledge in any *two* foreign languages (see "Foreign Languages" below),
or
- (2) fluency (excellent reading and conversational abilities) in any *one* foreign language which is relevant to the student's research, *or*
- (3) *two* research skills that are relevant to a student's research interests and will be used in the student's concentration in the doctoral program (see "Research Skills" below),
or
- (4) reading knowledge of *one* foreign language and *one* research skill.

Foreign Languages

A student for who English is a second language may designate his or her native language as *one* research skill, but she or he must also complete a second foreign language or research skill. The languages are not confined to French, German, or Spanish. Cherokee would be approved for someone working with American Indians; Yiddish would be acceptable for someone working on the Yiddish theater in New York at the turn of the century; Danish or Japanese would be acceptable because significant works on the United States are being published in these languages, and so forth.

Graduate students may fulfill their research skill requirement in a language by:

1. completing FREN 100, GERM 101, ITAL 100, SCAN 101, SLAV 101, or SPAN 100 with a grade of C or higher or LAT 101 with a grade of B or higher, *or*
2. completing 16 credit hours of undergraduate study in one language (done at KU or elsewhere) with a B (3.0) average or above, if completed within 5 years of taking

the comprehensive exam, *or*

3. submitting a letter attesting to the student's language proficiency from a KU faculty member fluent in that language. The student must demonstrate a US State Department level four proficiency in reading.

Research Skills

Students may also fulfill a FLORS requirement by demonstrating capability in an approved research skill pertinent to the candidate's field. This may include, but not be limited to, completing a course in quantitative or qualitative research methods required of doctoral students in related academic departments. Students who wish to use an alternative research skill should submit a formal petition to the Graduate Studies Committee, which will review the proposal and specify the means by which proficiency in the research skill is to be certified. Students are urged to have such proposals approved in writing by the Graduate Studies Committee *before* they begin work on an alternative research skill.

When a student has completed the research skill requirement, the program will notify the Graduate Division of the College of Liberal Arts and Sciences. Research skills for the doctorate must be completed by the time the comprehensive exam is scheduled.

The following is a list of courses in research methods that have satisfied a FLORS requirement in lieu of a language without petition.

AMS 998: Seminar in Oral History and Ethnography

ANTH 783: Doing Ethnography

SOC 910: Qualitative Research

III. Requirements For Doctoral Residency (Not In-state Residency)

Ph.D. students must spend two semesters involved full-time in academic pursuit at the University of Kansas. This two-semester requirement may be satisfied by taking:

- at least 9 credit hours a semester for two semesters;
- at least 6 credit hours in a summer session for two summer sessions;
- at least 9 credit hours in a semester and at least 6 credit hours in a summer session;
- at least 6 credit hours plus a 50% research or teaching appointment in a semester for two semesters
- at least 6 credit hours plus a 50% research or teaching appointment in a semester and either 9 credit hours in a semester, 6 credit hours in a summer session, or 3 credit hours plus a 50% teaching or research appointment in a summer session;
- at least 3 credit hours plus a 50% teaching or research appointment in a summer session for two summer sessions
- at least 3 credit hours plus a 50% teaching or research appointment in a summer session and either 9 credit hours in a semester, 6 credit hours in a summer session, or at least 6 credit hours plus a 50% research or teaching appointment in a semester

Employment outside of the university may be petitioned to be used to fulfill the residency requirement if it pertains directly to dissertation research.

IV. Ph.D. Comprehensive Examination

Upon completion of the necessary course work, students may stand for the comprehensive examination, which, other than the dissertation, is the most important component of a student's preparation for the doctorate. The comprehensive examination has two components: a written examination, which is required by the American Studies Program, and an oral examination, which is required by the Office of Research and Graduate Studies.

The objective of the comprehensive examination is to provide an opportunity for students to demonstrate the breadth and depth of the knowledge in the areas that comprises their program concentrations; the areas may be identified as those that will inform the student's dissertation project and/or may be used to demonstrate competency for teaching. Students should begin the process of identifying their program concentrations and possible committee members as early as possible in their graduate careers. As they define and develop their concentrations, students should consult closely with members of the faculty who may wish to serve on their exam committee and, especially, with their advisors (usually also the examining committee chairperson). The advisor assists students in identifying and defining the appropriate parameters and content of their program concentrations and advises them of the work required to prepare for their written and oral examinations.

The Written Examination

The written examination, also known as the preliminary paper, is one of the most important and distinctive features of the KU American Studies doctoral program. The written examination and the doctoral dissertation are distinct but interrelated. The written examination is

intended to demonstrate both the breadth and depth of a student's knowledge in his or her concentrations—typically three areas, developed in close consultation with the advisor.

In an interdisciplinary program, an essential skill/practice is to define a field and identify the literature and key concepts and debates. This is especially important as it will be crucial in doing research for the dissertation and beyond. The preliminary paper process is meant to focus on the development of this skill.

The written examination is a paper that coherently defines a student's concentrations, including a literature review of current scholarship in each area: i.e., the major research and moments of contention in each area, the principal theoretical, conceptual, and methodological approaches informing each area and the direction that each is taking. This paper should reflect not only relevant knowledge in a subject area but also how the candidate positions him- or herself in relation to the issues that the written statement addresses. In other words, candidates should demonstrate in this paper not simply mastery of a subject area but also how they respond to the issues that it raises. Successful preliminary papers typically range from 75-150 pages total for all areas combined.

The written examination should be prepared under the guidance of the student's faculty

advisor who will serve as chair of the examining committee. In consultation with their advisor, the student will select three additional committee members with expertise in one or more of the areas of concentrations; at least one committee member shall be a member of the American Studies core faculty.

The completed written examination paper is evaluated by these four committee members. A favorable vote of three members of the committee is required for passing the written examination.

Students are advised to consult copies of successful exams that are kept in the American Studies office; these offer a range of possible models which students can discuss with their advisor as they plan their own preliminary papers.

The Oral Examination

The oral part of the comprehensive examination will be scheduled when the written examination has been approved. The oral part of the comprehensive examination shall be given not less than two nor more than four weeks after the completion of the written examination paper. It shall be conducted by a committee of five members, normally the four members of the written examination committee and a faculty member representing Research and Graduate Studies, who is to be chosen by the student with the advice and consent of the student's advisor. The oral examination shall last not more than two hours. The oral examination will be guided by, but not necessarily confined to, issues raised in the student's written examination paper.

At the conclusion of the oral exam, the committee designates the combined written and oral examinations as unsatisfactory, satisfactory, or honors. A favorable vote of four members of the committee shall be required for passing the oral examination.

If the student fails to pass the oral exam the first time, the exam may be repeated after a period of at least ninety days. It may be repeated one time.

V. Post-Comprehensive Continuous Enrollment

After passing the comprehensive oral examination for the doctorate, the Office of Research and Graduate Studies requires that doctoral candidates must be continuously enrolled in at least six hours each fall or spring semester, and three hours each summer session, until 18 hours have been completed or until graduation, whichever comes first. After the 18 hours are completed, the student must enroll in at least one hour per semester/summer session until all requirements for the degree are met. Post-comprehensive enrollment may include enrollment during the semester or summer session in which the comprehensive oral examination has been passed provided that the exam is taken before the first day of the term's final exam period.

IV. Dissertation

Dissertation Committee

The dissertation committee must be composed of five members of the faculty who have Graduate Faculty status. The chair must be a tenured faculty member. At least one must be a member of the American Studies Core Faculty. One member must be from a department outside

the American Studies Program who is selected by the student and the student's advisor and appointed by the Office of Research and Graduate Studies.

Dissertation Prospectus

After completion of the Ph.D. comprehensive examination, students will prepare a written prospectus of the dissertation within six to twelve months. The prospectus should be of sufficient length to provide a detailed statement of the basic objectives of the proposed dissertation, its scope and limitations, its conceptual underpinnings and framework, the methods and procedures by which the student proposes to proceed, and the assumptions underlying both the methodology and research objectives. Suggested length for the prospectus, exclusive of bibliography, is 15-30 pages.

The dissertation advisor, who frequently but not necessarily has directed the comprehensive exam, will assist the student in developing the dissertation prospectus and in the selection of **two additional** faculty members to serve on the dissertation prospectus committee. This committee should be composed of at least one core faculty member of American Studies.

If any member of the committee judges that the student's background, in relation to some major aspect of the dissertation, is deficient (e.g., insufficient knowledge of the relevant historical period[s]), that member may ask the student to correct such a deficiency through further study, whether through formal course work or individually directed study. Such a requirement imposed by a committee member must be submitted as a written recommendation to the chair of the student's dissertation committee who makes a recommendation to the Director of Graduate Studies for approval or disapproval.

After the prospectus has been approved by all members of the committee, it is to be viewed as an "agreement" that the committee will accept the dissertation if the student's completed work meets the committee's standard of quality. (It should be understood clearly that this is an agreement that the research is possible and the topic is an acceptable one, not that the candidate can necessarily complete a satisfactory manuscript.)

After the prospectus meeting, a copy of the prospectus should be submitted to the American Studies office to be placed in the student's permanent file. Moreover, the dissertation supervisor will provide a letter for the student's file that reviews the prospectus meeting and specifies any changes in the prospectus agreed to by the committee and student.

Following acceptance of the prospectus, changes in the composition of the dissertation committee may be made only by the mutual consent of the student, the chair of the committee, and the faculty members involved.

Time Between Successful Completion of the Oral Exam and Defense of Dissertation Prospectus

The dissertation prospectus should be defended within six months of successful completion of the oral exam but no longer than one year after the exam. The student must petition the graduate committee for an exception to this rule.

Writing the Dissertation

If at any time during the course of producing the dissertation, students want to introduce major modifications to the study outlined in the prospectus, they are required to notify and obtain written approval of the four regular members of the committee, not including the fifth member who is a representative of the Office of Research and Graduate Studies. It is the student's responsibility to consult with the committee to clarify ambiguities or conflicts that might arise from the critiques of committee members. Copies of correspondence pertaining to such changes should be placed on file in the American Studies office.

All four regular members of the dissertation committee must approve the dissertation before the final draft is typed for the oral defense and notify the chair of the dissertation committee of their approval. The final draft of the dissertation must be submitted to each committee member at least three weeks prior to the time scheduled for its oral defense. Students should consult the Office of Research and Graduate Studies calendar to ensure that the date of the dissertation defense occurs before the deadline established for each semester by the Office of Research and Graduate Studies.

Dissertation Defense

A final examination on the dissertation is required by the Office of Research and Graduate Studies. It is common practice to schedule the oral defense of a dissertation before it is formally accepted. In those exceptional cases where the examination committee determines that the oral defense is impracticable and unnecessary, the examining committee may petition the Office of Research and Graduate Studies that the defense be waived and a decision will be rendered by the appropriate bodies of the Graduate Council. Written notice of intent to schedule the defense should be filed with the student's advisor and the American Studies office at least six weeks in advance of the examination; exams that come early in the fall semester should be arranged late in the previous spring. Five copies of the completed dissertation should be submitted at least three weeks prior to the scheduled date of the dissertation defense to enable committee members to examine it fully. The grade ("Satisfactory" or "Unsatisfactory") for the defense is determined by majority vote of the five-member dissertation committee (the members of the dissertation committee plus a Graduate Faculty member who is recommended by the dissertation committee chair and/or the department and approved by the Office of Research and Graduate Studies).

Honors

A student may be recommended for the honors designation in American Studies if the student's performance in all aspects of the graduate program is judged as outstanding. Such a designation will be recorded on the form that is submitted following the dissertation defense. No honors designation is given for performances on the comprehensive written and oral examinations alone. However, once the comprehensive examination committee has voted to pass the student on that examination, the committee should be given the opportunity to recommend a designation of excellence for that performance. Such a recommendation will be added to the student's records and will become one of the criteria for recommending honors at the end of the student's graduate program along with the results of the comprehensive written, the oral examination, and the dissertation itself.

Final Disposition of Dissertation

When the final examination has been passed and the dissertation has been signed by members of the dissertation committee, the student must follow the procedures described in the Office of Graduate Studies Electronic Thesis and Dissertation instructions, available online at <http://www.graduate.ku.edu/~etd/>. Additionally, the student must deposit with the American Studies Program two hardbound copies, one for the chair of the dissertation committee and one for the program. The program cannot approve a student for graduation until the hardbound copies of the dissertation have been received by the American Studies office.

Suggested Timeline for Doctoral Completion

First Semester (6 hours)

AMS 801 (3 hours)
Seminar or elective (3 hours)

Third Semester (6-9 hours)

AMS 803 (3 hours)
Seminars or electives (3-6 hours)

Fifth Semester (6-9 hours)

AMS 996 Exam Preparation and/or AMS 809 (3-6 hours)
Electives or FLORS (3 hours)
Prepare Comprehensive Written Exam

Seventh Semester (6 hours)

AMS 999 Dissertation and/or AMS 809
(6 hours and/or 3 + 3 hours)
Prospectus Approved

Summer enrollment is necessary to meet continuous enrollment requirement.

Ninth Semester (6 hours)

AMS 999 Dissertation (6 hours)

Second Semester (6-9 hours)

AMS 802 (3 hours)
Seminars or electives (3-6 hours)

Fourth Semester (6-9 hours)

AMS 804 (3 hours)
Seminars, FLORS, or electives (3-6 hours)

Sixth Semester (6 hours)

AMS 996 Exam Prep (6 hours)
Deadline to meet FLORS
requirement (must be completed
before applying to take the Oral
Comprehensive Exam)
Comprehensive Written Exam paper
approved
Completion of Oral Comprehensive
Exam

Eighth Semester (6 hours)

AMS 999 Dissertation and/ or AMS
809 (6 hours and/ or 3 + 3 hours)

Tenth Semester (6 hours)

AMS 999 Dissertation (6 hours)
Dissertation defense

Suggested Timeline for Doctoral Completion for students who have their M.A. in American Studies from the University of Kansas

First Semester (6 hours)

Seminar or electives (6 hours)

Third Semester (6-9 hours)

Seminar or electives (6-9 hours)

Fifth Semester

Seminar/elective/exam hours
Preparation of Preliminary Paper
Completion of courses to meet
FLORS requirement

Seventh Semester

Defend Prospectus
Enrollment in dissertation hours

Summer enrollment is necessary to meet continuous enrollment requirement.

Ninth Semester

Dissertation hours

Second Semester (6-9 hours)

Seminar or electives (6-9 hours)

Fourth Semester (6-9 hours)

Seminar or electives (6-9 hours)

Sixth Semester

Completion of Preliminary Paper
Deadline to meet FLORS
requirement (must be completed
before applying to take the Oral
Comprehensive Exam)
Completion of Oral Comp. Exam
Exam hours

Eighth Semester

Dissertation hours

Tenth Semester

Dissertation hours
Dissertation Defense

Application for Degree

Early in the semester in which they expect to complete degree requirements, graduate students should complete an Application For Degree online through Enroll and Pay. Deadlines for each semester are posted on the Office of Research and Graduate Studies website at:

http://www.ku.edu/~graduate/CLAS/CLAS_calendar.shtml.

Human Experimentation

Students are reminded that research involving human experimentation (e.g., questionnaires, interviews, etc.) is subject to legal and ethical consideration and to review by the Advisory Committee on Human Experimentation. It is expected that students proposing such research will discuss the implications of their work with the appropriate professor, submit a proposal to the ACHE, and work closely with their professors during the research. Review the University policy at <https://documents.ku.edu/policies/research/humansubjects>.

Libraries, Museums, and Other Educational Resources

Campus Libraries and Institutes

The University of Kansas library system, with more than two million volumes, has several libraries of major importance to research in American Studies. **Watson Library** on the Lawrence campus houses the humanities and social science collections. With subscriptions to the major scholarly journals and micro-reproduction series (e.g., *The American Periodical Series I and II, 1741-1850*, and the *History of Women*) and its book collection, the library is a major research center in the Midwest. In addition to the standard bibliographic reference services offered to graduate students, the libraries offer computer-assisted information retrieval in such fields as history, sociology, and education. Because the University of Kansas is a Federal Depository Library, Government Documents in the **Anschutz Science Library** contains copies of the voluminous publications of the federal and state governments, including legislative hearings and reports, studies by executive branch agencies, and extensive economic and demographic data.

The **Kenneth Spencer Research Library**, also located on the main campus, was completed in the fall of 1968. It houses the Department of Special Collections, the University of Kansas Archives, and the Kansas Collection and provides an outstanding environment for graduate research. The Department of Special Collections includes about 160,000 volumes and many thousands of manuscripts in the humanities, the social sciences, and the history of science and technology. In the social sciences, the strongest concentration is in economic history, with significant holdings in radical politics, political theory, and the women's suffrage movement. The Kansas Collection, concerned with the social, political, cultural, and economic history of Kansas and the surrounding region, includes about 78,000 volumes and about three million manuscript pieces.

The Spencer Museum of Art houses the University's **Art & Architecture Library**, with extensive holdings related to American visual history.

The 28,000-square-foot **Dole Institute of Politics** (<http://www.doleinstitute.org/>) on the University of Kansas' west campus, a non-partisan center for politics and the media, houses Senator Robert Dole's papers, state-of-the-art exhibits, broadcast facilities capable of facilitating conferences, lectures, debates, and other programs on a global scale, and meeting rooms capable of hosting nationally significant programs. The 4,000 boxes of Dole's papers comprise the largest congressional collection in the world. The Dole Lecture Series, held each November on successive Sunday evenings, features the nation's top presidential scholars, historians, journalists, former presidents, cabinet members and white house members. Each April, the Dole Lecture features a nationally prominent figure who will address aspects of contemporary politics or policy. The institute is a great resource for students of 20th century government and politics.

Other branch libraries on campus include the **Maps Library**, the **Music Library**, the **Law Library**, and the **Engineering Library**.

Regional Libraries

Lawrence is within a two-hour drive of many libraries of use to American Studies scholars. In downtown Lawrence, the **Watkins Community Museum** contains material on local topics.

The **Harry S. Truman Library** in Independence, Missouri (one hour away), is a branch of the National Archives. It offers quick and easy access to all types of documents, and a large and permanent collection of its own, especially strong in matters relating to the history of American diplomacy.

The **Library of the Kansas State Historical Society** in Topeka, Kansas (30 minutes away), has extensive manuscript and newspaper collections. The Society's museum is especially rich in material culture resources.

The **Dwight D. Eisenhower Library** in Abilene, Kansas (two hours away), is open to research scholars interested in studies of the Eisenhower Administration and the military aspects of World War II. The library's holdings consist of the papers of President Eisenhower, the papers of many of his associates while he was both general and president, and selected microfilms of official records of his commands during World War II.

The **Central Plains Regional Branch of the National Archives and Records Service** in Kansas City, Missouri (45 minutes away), is the depository for the records of the Federal Courts of this region (Iowa, Kansas, Missouri, and Nebraska), the Bureau of Indian Affairs, and the Army Field Establishment, which was created during World War II and the Korean War.

The **Logan Clendening Library** at the University of Kansas Medical Center in Kansas City, Kansas (45 minutes away), has large and well-selected holdings in the history of medicine and the basic medical sciences.

The **Linda Hall Library of Science** in Kansas City, Missouri (one hour away), contains an excellent collection of materials in the history of science with major emphasis on the physical sciences. The library includes an outstanding group of rare editions in early and modern science and an unusually complete set of periodicals of the learned scientific societies of the world.

The **Western Historical Manuscript Collection** at the University of Missouri in Kansas City, is a joint collection of the University of Missouri and the State Historical Society of Missouri. It contains more than 12,000 cubic feet of primary source documents relating to the history and culture of Kansas City, western Missouri, and the Midwest.

The **Marr Sound Archives**, at the University of Missouri in Kansas City, hold almost 250,000 sound recordings focusing on the American experience as reflected in recorded sound. Recordings date from the beginning of recorded sound in the 1890s up to 1980.

Museums

Important holdings in American art can be found throughout the region. The **Spencer Museum of Art**, on the Lawrence campus, provides a facility that is widely recognized as one of the foremost teaching museums in the United States. The new building's ten galleries and central court include 29,000 square feet of exhibition space; its collections number more than 25,000 objects. American materials in the museum include 19th- and 20th-century paintings, prints, and photographs; illustrations and materials from the popular press (e.g., *Esquire*); and decorative arts, particularly textiles (quilts), paintings, sculpture, graphics, photography, and holdings in material culture. The **Wichita Art Museum** contains an important collection of American paintings; the **Nelson Gallery** in Kansas City has extensive and significant American material, as does the

Gilcrease Museum in Tulsa, Oklahoma. The **Sheldon Gallery** in Lincoln, Nebraska, has a collection strong in modern American paintings. The region contains, moreover, a number of important architectural monuments dating from territorial days to the present.

The area also has significant resources on the social and cultural experience of American Indians, such as the Native American Collection in the University of Kansas **Spencer Museum of Art**, and **Haskell Indian Nations University**, in Lawrence. For the jazz enthusiast, the **American Jazz Museum**, in Kansas City, Missouri, tells the story of jazz and its greatest performers in one of the most interactive museums in the country. Also in Kansas City, the **Negro Leagues Baseball Museum** features a 10,000 square foot multi-media exhibit. Its “Field of Legends” features 12 life-sized bronze cast sculptures of the most important players in Negro Leagues history.

American Studies Journal

American Studies, an interdisciplinary journal devoted to scholarly studies of American thought, life, culture, and history, is published at the University of Kansas. Sponsored by the Mid-America American Studies Association and the University of Kansas, the journal provides opportunities for graduate students to participate in the publishing process. The web link to the journal is <http://journals.ku.edu/index.php/amerstud/>.

The American Seminar

We encourage faculty and students to participate in the numerous continuing seminars at the University of Kansas, many of which are sponsored by the Hall Center for the Humanities. The American Seminar is among such seminars and is an integral component of the American Studies community and graduate education. The seminar provides a forum for faculty, graduate students, and visitors to present work in progress as well as to discuss issues of mutual interest. The web address for the American Seminar is <http://www.hallcenter.ku.edu/~hallcenter/cgi-bin/cal.shtml?c=12>

Internships

Students may wish to integrate internships into their graduate programs. The American Studies Program will seek to ensure that such experiences are relevant to an individual’s formal training and examination structure. A student wishing to pursue an internship should write a proposal and submit it to the Director of Graduate Studies for approval. The proposal must outline the goals to be achieved through the internship and must describe the agreed-upon academic and work activities that will be undertaken to complete the internship. The student is responsible for identifying an appropriate faculty sponsor, who will help determine the necessary reading and writing requirements for the academic component. In addition, the student must negotiate with an on-site internship supervisor the actual work activities to be performed at the internship site. In evaluating the work component of the internship, the student’s on-site supervisor will submit an evaluation of the student’s performance to the faculty sponsor. If the internship has been taken for credit, the faculty member will then use this evaluation, in conjunction with the student’s academic work related to the internship, as the basis for an appropriate grade. Above all, the internship experience should be a critical component of the student’s total program and be incorporated into the student’s definition of program concentration.

Graduation Requirement Checklist MA Exam
Advisor _____

General Requirements:

AMS 801 _____

AMS 802 _____

AMS 803 _____

AMS 804 _____

Graduate Seminar 1: course _____

Graduate Seminar 2; course _____

Twelve hours of electives by the end of the semester in which exam is taken: _____

COMMENTS:

Graduation Requirement Checklist MA Thesis

Advisor: _____

General Requirements:

AMS 801 _____

AMS 802 _____

AMS 803 _____

AMS 804 _____

Graduate Seminar 1: course _____

Graduate Seminar 2; course _____

6 hours of electives; courses _____

6 hours of thesis direction _____

COMMENTS:

Graduation Requirement Checklist PhD

Advisor: _____

General Requirements

AMS 801 _____

AMS 802 _____

AMS 803 _____

AMS 804 _____

Graduate Seminar 1: course _____

Graduate Seminar 2: course _____

Elective _____

Elective _____

Research Skill 1: subject _____

Research Skill 2: subject _____

Residency 1 _____

Residency 2 _____

Comprehensive Oral Exam Date: _____

Dissertation Prospectus: date Defended _____

Dissertation defense: date scheduled _____

COMMENTS:

College of Graduate Affairs Master's Degree Checklist – Thesis Option

The following graduation requirements must be completed to be awarded the degree. The deadline is _____.

* Please check with your department to verify that you have completed all department requirements.*

Please check the websites/FAQs listed below for further information. If you have additional questions, you may contact the College Office of Graduate Affairs (COGA) located in 108 Strong Hall (coga@ku.edu).

Items 1 through 3 are completed online. Items 4 and 5 are to be submitted to the COGA. If you need to mail documents, you may use the following address:

University of Kansas
College Office of Graduate Affairs
Strong Hall
1450 Jayhawk Blvd., Room 200
Lawrence, KS 66045-7535

- _____ 1) Apply for Degree
Apply for the degree through Enroll & Pay
<https://sa.ku.edu/psp/saku/?cmd=login&languageCd=ENG&>
For questions, contact the Registrar's Office, 151 Strong Hall, 785-864-4422.
- _____ 2) UMI submission
Submit the PDF version of your thesis electronically to the UMI submission site; <http://www.etsadmin.com/cgi-bin/school?siteId=73>. Click on 'Submit my dissertation/thesis', create an account, and follow the instructions. Your submission will be checked for formatting and completeness by the COGA. You will receive email notification if the work is accepted or needs minor/major changes.
For information regarding formatting, refer to the following Thesis Formatting Guidelines document: http://www.graduate.ku.edu/-downloads/04-d3_ETDThesisGuidelines.pdf
For technical assistance, contact UMI Support, 877-408-5027.
- _____ 3) Submission and/or copyright fees paid to UMI.
-The UMI thesis submission fee is required, and it is \$55.
-If you are copyrighting (optional), there is an *additional* \$65 fee.
For questions about payment, please contact UMI, 800-521-0600 ext.7020
NOTE: All payments are made to UMI during the submission process. No payments are accepted in the COGA.
- _____ 4) Title Page and Acceptance Page
-Turn in the Title Page with the signatures of the chair and each examining committee member.

-Turn in the Acceptance Page with the chair's signature (committee member signatures on this page is optional)

****Please note****

- Copies and/or faxes are not adequate; *original* signatures are required.
- Signatures should NOT be included in the PDF version of the thesis.
- Sample Title and Acceptance Pages can be found on pages 7-9 in the Thesis Formatting Guidelines document. Please include the chair and committee members' names underneath the signature lines.

5) ETD Release Form

Submit the ETD Release Form with the title of your thesis and your original signature: http://www.graduate.ku.edu/-downloads/04-d6_KU_ETD_release.pdf

If you wish to place an embargo on your thesis, you must also obtain your Department Graduate Director's original signature.

For further information, see the KU Scholar works FAQs
<http://www2.ku.edu/%7Escholar/docs/faq.shtml>.

Websites

CLAS Calendar, petition form, grad information link-

<http://clas.ku.edu/documents/graduate/clas-grad-calendar-0910.pdf>

Graduate Studies – www.graduate.ku.edu

Electronic Thesis and Dissertations - http://www.graduate.ku.edu/04-02_etd.shtml

Enroll & Pay - <https://sa.ku.edu/psp/saku/?cmd=login>

ETD Release Form - http://www.graduate.ku.edu/-downloads/04-d6_KU_ETD_release.pdf

KU Scholarworks - <http://www2.ku.edu/~scholar/>

Thesis Formatting Guidelines - http://www.graduate.ku.edu/-downloads/04-d3_ETDThesisGuidelines.pdf

UMI - <http://www.etsdadmin.com/cgi-bin/school?siteId=73>

FAQ

Q-Is there a graduation ceremony for College of Liberal Arts and Sciences master's degree candidates?

A-Yes. The College of Liberal Arts and Sciences hosts a Master's Hooding Ceremony each May the weekend of commencement. All candidates for master's degrees are invited to register and participate. More information about the ceremony and how to register is available at www.clas.ku.edu/hoodings. Information will also be sent via e-mail in early February to eligible master's degree candidates.

Q-What is an embargo, and should I place one on my work?

A-Embargos are generally advised if you have a publishing agreement for your entire manuscript, or if your research is of a sensitive nature. Embargos can only be granted with the signature endorsement of your Graduate Director on your ETD Release form. By signing, your director agrees that your submission will be held from public access for up to 2 years.

Q-What is copyrighting, and should I copyright my work?

A-You are advised to copyright your work, but it's not mandatory. UMI will file a copyright on your behalf with the Library of Congress for a \$65 fee.

Q-How can I obtain a formal document which states I have completed all requirements for the degree and will soon be awarded a degree?

A-Once you complete all requirements for the degree, you may request a "Statement of Forthcoming Degree" from the Registrar's Office. Bring the form to the COGA (108 Strong Hall) to obtain the Dean's signature.
<http://www.registrar.ku.edu/pdf/forthcomingdegree.pdf>

You also have the option to request a letter from the COGA to state the dates that requirements were completed and the degree will be awarded.

Q-What is the difference between 'Open Access' and 'Traditional' publishing on the UMI submission website?

A-We advise you to choose **Traditional Publishing** when making your submission. Traditional publishing will allow access to your dissertation by anyone who has access to the KU Library ScholarWorks Archives, including the general public. There is **no additional fee** for the service. Similarly, UMI's 'Open Access' publishing option is available to anyone with access to their website, you will pay an additional \$95 fee.

Q-Which companies provide binding services?

A-Please see the KU Libraries website for detailed information on binding.

Q-Will COGA check my submission before the graduation deadline?

A-Generally, COGA begins checking submissions closer to the end of the semester. If time allows, your submission may be checked earlier. The COGA Supervisor sets the date to begin this process based on other functions of the COGA staff.

NOTE: You will receive an email notification advising you whether or not there are recommended changes needed. You will be notified of any changes required and a deadline to complete the changes, once a review of your submission is completed.

College Office of Graduate Affairs Doctoral Degree Checklist

The following graduation requirements must be completed to be awarded the degree. The deadline is _____.

* Please check with your department to verify that you have completed all department requirements.*

Please check the websites/FAQs listed below for further information. If you have additional questions, you may contact the College Office of Graduate Affairs (COGA) located in 108 Strong Hall (coga@ku.edu).

Items 1 through 3 are completed online. Items 4 through 6 are to be submitted to the COGA. If you need to mail documents, you may use the following address:

University of Kansas
College Office of Graduate Affairs
Strong Hall
1450 Jayhawk Blvd., Room 200
Lawrence, KS 66045-7535

_____ 1) Apply for Degree

Apply for the degree through Enroll & Pay

<https://sa.ku.edu/psp/saku/?cmd=login&languageCd=ENG&>

For questions, contact the Registrar's Office, 151 Strong Hall, 785-864-4422.

_____ 2) UMI submission

Submit the PDF version of your dissertation electronically to the UMI submission site; <http://www.etsadmin.com/cgi-bin/school?siteId=73>. Click on 'Submit my dissertation/thesis', create an account, and follow the instructions. Your submission will be checked for formatting and completeness by the COGA. You will receive email notification if the work is accepted or needs minor/major changes.

For information regarding formatting, refer to the following Dissertation Formatting Guidelines document: http://www.graduate.ku.edu/-downloads/04-d4_ETDDissGuidelines.pdf

For technical assistance, contact UMI Support, 877-408-5027.

_____ 3) Submission and/or copyright fees paid to UMI.

-The UMI dissertation submission fee is required, and it is \$65.

-If you are copyrighting (optional), there is an *additional* \$65 fee.

For questions about payment, please contact UMI, 800-521-0600 ext.7020

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_____ 4) Title Page and Acceptance Page

-Turn in the Title Page with the signatures of the chair and each examining committee member.

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****Please note****

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For further information, see the KU Scholar works FAQs <http://www2.ku.edu/%7Escholar/docs/faq.shtml>.

_____ 6) Survey of Earned Doctorate

Please complete the survey found at this link:

http://www.graduate.ku.edu/-downloads/05-d1_SED0809I.pdf

Websites

CLAS calendar, petition form, graduate information link- <http://www2.ku.edu/~clas/students/gradstudents.shtml>

Graduate Studies – www.graduate.ku.edu

Electronic Thesis and Dissertations - http://www.graduate.ku.edu/04-02_etd.shtml

Enroll & Pay - <https://sa.ku.edu/psp/saku/?cmd=login>

ETD Release Form - http://www.graduate.ku.edu/-downloads/04-d6_KU_ETD_release.pdf

KU Scholarworks - <http://www2.ku.edu/~scholar/>

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