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# SHPR GRADUATE PROGRAM HANDBOOK

Oregon State University

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# Graduate Student Handbook

School of History, Philosophy, and Religion  
Oregon State University  
Corvallis, OR 97331

## Introduction

The School of History, Philosophy, and Religion at Oregon State University offers four graduate degrees: three in the History of Science (MA, MS, & PhD) and one in Applied Ethics (MA).

This Graduate Student Handbook is designed to provide assistance to graduate students enrolled in these programs. The Handbook contains some information, including written descriptions of various processes and requirements along the way to completing degree requirements. It also contains URL addresses where further information about OSU degree policies and requirements can be found. Official requirements, including the webpages where they are listed, can and do change and such changes may not be reflected in the information contained in this Handbook.

The responsibility of knowing and satisfying the requirements set by OSU in order to earn a graduate degree from OSU belong to each individual student. This responsibility does not belong to the School of History, Philosophy, and Religion, any of its faculty members (including those who may serve in any capacity on graduate committees), the Director or staff of the School, nor the School's Director of Graduate Studies. But we're here to help you!

We provide this Handbook as a reference to orient students regarding what will be expected of them, what to expect of the program, how and where to look for further information and updates, and who to ask for assistance. I personally wish you the very best of luck pursuing your studies and earning your graduate degree and I look forward to getting to know you and doing what I can to help. Please don't hesitate to contact me if I can be of any assistance.

Allen Thompson, Ph.D.  
Director of Graduate Studies and  
Associate Professor of Philosophy  
306D Milam Hall  
(541) 737-5654  
[allen.thompson@oregonstate.edu](mailto:allen.thompson@oregonstate.edu)

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## SHPR Contact Information

When you have a question, your first point of contact is your Major Professor (i.e., your faculty advisor). Until that relationship is established, you can start by contacting the Director of Graduate Studies.

But often times others can help you, including the Assistant to the Director of SHPR (business and HR issues; questions about office space, pay, benefits, etc.), the Academic Coordinator (undergraduate advising, regulations, room and course scheduling, grad program coordination, etc.), and the Public Information Representative (publicity, event scheduling, marketing, maintenance of school website, etc.).

You can always drop by the SHPR Main Office (during open hours) and talk to the Office Specialist.

### School of History, Philosophy, and Religion

Oregon State University  
322 Milam Hall  
Corvallis, OR 97331-5104

Phone: (541) 737-3421  
Fax: (541) 737-1257  
Web: <http://oregonstate.edu/cla/shpr/>

#### Allen Thompson

Director of Graduate Studies  
[allen.thompson@oregonstate.edu](mailto:allen.thompson@oregonstate.edu)  
(541) 737-5654

#### Nicole von Germeten

Director of SHPR  
[Nicole.vonGermeten@oregonstate.edu](mailto:Nicole.vonGermeten@oregonstate.edu)  
(541) 737-7415

#### Suzanne Giftai

Assistant to the Director of SHPR  
[suzanne.giftai@oregonstate.edu](mailto:suzanne.giftai@oregonstate.edu)  
(541) 737-7415

#### David Bishop

Academic Coordinator  
[david.bishop@oregonstate.edu](mailto:david.bishop@oregonstate.edu)  
(541) 737-8918

#### Natalia Bueno

Public Information Representative  
[natalia.bueno@oregonstate.edu](mailto:natalia.bueno@oregonstate.edu)  
(541) 737-8560

## Graduate School Contact Information

If you face a problem, your first recourse should be to contact someone in the School of History, Philosophy, and Religion, including your Major Professor (i.e., thesis advisor, discussed below). However, sometimes issues will arise that can only be handled by the Graduate School. If you are advised to contact the graduate school, you should try either the main switchboard or the Graduate School Liaison for SHPR.

In circumstances where you believe you need to consult with someone in the Dean's Office of the Graduate School (not common), begin your inquiry with the Executive Assistant to the Dean.

### The Graduate School at OSU

Oregon State University  
300 Kerr Administration Building  
Corvallis, OR 97331

Phone: (541) 737-4881  
Fax: (541) 737-3313  
Email: [graduate.school@oregonstate.edu](mailto:graduate.school@oregonstate.edu)  
Web: [www.oregonstate.edu/dept/grad\\_school](http://www.oregonstate.edu/dept/grad_school)

### Betty Langford

Graduate School Liaison for SHPR  
541-737-2298

### Kim Calder

Executive Assistant to the Dean  
541-737-1456

### Jennifer Dennis

Dean of the Graduate School  
541-737-4881

### Fran Saveriano

Assoc. Dean (Finance and Recruitment)  
541-737-4881

### Dorthe Wildenschild

Associate Dean (Postdoctoral Programs)  
541-737-4881

### Rosemary Garagnani

Asst. Dean (Enroll Mangmt. & Services)  
541-737-4881

## School Faculty

Below is a list of all tenured or tenure-track, regular faculty of the School of History, Philosophy, and Religion. These are people interested in working with our graduate students by serving, in one capacity or another, on graduate committees. (Note: to serve on a graduate committee, a professor has to be a member of the Graduate Faculty - please check with individual) These are also the primary faculty teaching courses, including graduate courses, in the School.

Full faculty profiles and contact info: <http://liberalarts.oregonstate.edu/shpr/faculty-staff-directory>

(\* = Core History of Science Faculty, # = Core Applied Ethics Faculty)

**Dr. Geoff Barstow** (Assistant Professor): Buddhist history and thought, contemporary Tibetan Buddhism, vegetarianism and Buddhism

**# Dr. Courtney Campbell** (Professor & Hundere Chair of Religion and Culture): biomedical ethics, death and dying, ethics

**Dr. Mina J. Carson** (Professor): history of psychology and social work, American social and cultural history.

**# Dr. Sharyn Clough** (Professor): philosophy of science, feminism and science, epistemology, contemporary pragmatism

**Dr. Marisa Chappell** (Associate Professor): 20th-century U.S. history; focus on politics, social policy, and political economy of race and gender.

**Dr. Gary B. Ferngren** (Professor): social history of ancient medicine, historical relationship of science and religion, history of Greece and Rome.

**# Dr. Robert Figueroa** (Associate Professor): environmental justice studies; environmental ethics/philosophy; environmental policy

**\* Dr. Anita Guerrini** (Professor & Horning Professor in the Humanities): history of life sciences and medicine; focus on environmental history and the history of animals.

**\* Dr. Jacob Darwin Hamblin** (Professor): history of environmental sciences, Cold War era, nuclear issues, international dimensions of science and technology

**Dr. Trina Hogg** (Assistant Professor): pre-colonial and colonial West Africa, slavery, agriculture, empire in Africa

**Dr. Hung-yok Ip** (Associate Professor): modern Chinese history, gender and family, politics, religion

# **Dr. Stephanie Jenkins** (Assistant Professor): continental philosophy, feminist philosophy, disability studies, critical animal studies, ethics

**Dr. Jonathan Kaplan** (Professor): philosophy of science, philosophy of biology, environmental and research ethics, political theory

**Dr. Jonathan Katz** (Professor): Middle East and the Islamic world, religion and social movements, French colonialism

**Dr. Amy Koehlinger** (Associate Professor): North American religious history, American Catholicism, ethnographic methods in historical research and writing

\* **Dr. Paul E. Kopperman** (Professor): military medicine in the 18th century, English history, history of the Holocaust.

**Dr. Rena Lauer** (Assistant Professor): high and late Medieval Europe, beginnings of Early Modern Europe, Medieval Judaism and Christianity, minorities and identity in Middle Ages

# **Dr. Flo Leibowitz** (Professor): aesthetics, philosophy of art, philosophy of the mind, metaphysics

# **Dr. Barbara Muraca** (Assistant Professor): environmental philosophy, social philosophy, process thought

**Dr. Ben Mutschler** (Associate Professor): colonial America, early American history and culture, history of colonial medicine.

**Dr. Christopher Nichols** (Associate Professor): United States in the modern world, internationalism and globalization, intellectual and cultural history, Gilded Age and Progressive Era United States

# **Dr. Joseph Orosco** (Associate Professor): social and political philosophy, democratic theory and global justice, American philosophy, Latino/a and Latin American thought, Mexican culture, history, and immigration to the US.

**Dr. Kevin Osterloh** (Assistant Professor): ancient Judaica, society and politics in the Greco-Roman world

\* **Dr. Michael A. Osborne** (Professor): history of modern biology, medicine, and environmental issues

**Dr. Kara Ritzheimer** (Assistant Professor): modern European history, modern Germany, consumer culture, national identity, gender

# **Dr. Stuart Sarbacker** (Associate Professor): comparative religion, Indic religion and philosophy, contemporary yoga

**Dr. Stacey Smith** (Associate Professor): history of the North American West; emphasis on race relations, labor, and politics in 19th-century California

# **Dr. Allen Thompson** (Associate Professor): environmental philosophy, philosophical ethics, social and political philosophy, practical reason

**Dr. Nicole von Germeten** (Professor): Latin American and Spanish history, religion, race, gender, sexuality



## History of Science MA and MS

### General Requirements

Both the History of Science MA and the MS programs require a minimum of **45 graduate credits**, including thesis (HSTS 503, 6 to 12 credits) or exam-and-publishable-paper (HSTS 501, 3 to 6 credits). Only 500-level courses count as graduate credits.

Your first quarter or two will be spent taking courses applicable towards your degree, meeting faculty, and developing your **Program of Study**. The program is developed under the guidance of the Major Professor, and Minor Professor when a minor is included, and signed by those professors and the director of Graduate Studies before filing in the Graduate School. Each candidate's program should include substantial work with at least three faculty members offering graduate instruction.

The Program of Study represents your plan for completing your degree, listing all of the courses you intend to take to satisfy your degree requirements and the members of your graduate committee. You can find the Program of Study form and instructions for completing it here:

<http://gradschool.oregonstate.edu/progress/program-study>

All graduate student Programs of Study submitted to the Graduate School must consist of, at a minimum, 50% graduate stand-alone courses. The remaining credits may come from being enrolled in the 500-level component of 400/500 "slash" courses. Different HSTS course are offered each term. A listing of HSTS 500-level graduate courses can be found here:

<http://catalog.oregonstate.edu/CourseList.aspx?subjectcode=HSTS&campus=corvallis&level=grad>

Each student must assemble an **Advisory Committee** to oversee the student's culminating project (either thesis or non-thesis). The Committee is chaired by the student's **Major Professor**, who must be a member of the graduate faculty in History of Science at OSU. The Major Professor is your thesis/non-thesis advisor. The Advisory Committee must consist of at least two members of the History of Science graduate faculty.

Students writing a thesis must have a **Graduate Council Representative** on their committee. It is the student's responsibility to obtain his or her own Graduate Council Representative from a list provided by the Graduate School. This must be done prior to scheduling the final exam. Student's electing the non-thesis option do not need a Graduate Council Representative.

Neither the MA nor the MS in History of Science require the student to declare a **Minor** field of study. However, students are strongly advised to have a Minor. If a minor is declared, two-thirds of the work (30 graduate credits) must be listed in the major field and one-third (15 graduate credits) in the minor field. In such cases, the student's Advisory Committee must include a member from the minor department, called the Minor Professor.

We strongly recommend that your Program of Study be completed, approved by your committee members, and turned into the SHPR Director of Graduate Studies **before you complete 18 credit hours of coursework**. Students wishing to transfer applicable credits from another institution must submit a Transfer Credit Request form before the end of their first year of study.

Ideally, by the end of the student's first year a meeting of the full Advisory Committee should be convened, at which the student presents and defends a proposal for a thesis or non-thesis culminating project (discussed below) to be completed by the end of the student's second year.

As conditions and plans change during the time you pursue your degree, changes may be made to the Program of Study, as needed. These changes must be approved by your Advisory Committee. In any case, **a final Program of Study must be submitted to the Graduate School at least 15 weeks prior to the date of the student's final examination.**

### **Graduate Course Requirements**

Before earning their degree, Master's students must complete two of the following History of Science courses: HSTS 511, HSTS 512, HSTS 513, and HSTS 514

Additionally, all Master's students are required to be enrolled in HSTS 599 every term. In case there is more than one version of HSTS 599 offered in any given term, students should inquire with their Major Professor or the Director of Graduate Studies which one is the required section.

### **Culminating Project (thesis or non-thesis)**

Earning an MA or MS in the History of Science requires a student to complete and defend a Culminating Project. There are two options: writing a Master's Thesis or developing a combination of an exam and a publishable article-length paper. Students completing the thesis option for an MA or MS in History of Science will take 6-12 credits of HSTS 503. Students completing the non-thesis option for an MA or MS in History of Science will take 3-6 credits of HSTS 501, 505, and/or 506.

The culminating project must be presented and defended in a final oral examination (discussed below). When scheduling their final oral examination, Thesis-option Master's students are required to submit the pretext pages of their thesis to the Graduate School at least one week prior to the final oral examination. Pretext pages include the abstract, copyright, title page, approval page, acknowledgment page, contribution of authors, table of contents, list of figures, tables, appendices, dedication (optional), and preface (optional). It is expected that students will distribute examination copies of his or her Thesis to all their committee members, including the Graduate Council Representative, sufficiently early to permit thorough review of the thesis prior to the student's final oral examination (this is usually thought to be **at least two weeks in advance of the exam**).

Within six weeks after the final oral examination or before the first day of the following term, whichever comes first, students must upload one PDF copy of the thesis, without signatures, electronically to ScholarsArchive and submit the signed ETD submission approval form with a copy of the title page to the Graduate School. If final submission requirements are after the initial six-week period, the student may be subject to re-examination. Please refer to the Graduate School's website for complete details:

<http://gradschool.oregonstate.edu/success/thesis-guide>

The results from studies conducted using human subjects without obtaining Institutional Review Board approval shall not be used to satisfy master's thesis requirements. For more information, please send an email to [irb@oregonstate.edu](mailto:irb@oregonstate.edu) or visit the IRB website at <http://research.oregonstate.edu/irb/>

For the non-thesis option, the student should research and write a publishable article-length essay consisting of original research ("article-length" is generally 8-10,000 words, including notes). Exploration of

the topic for this paper should begin no later than the third quarter of the program, and should be developed in close consultation with the major professor.

### **Final Written and Oral Examinations**

Successful completion of a final oral examination is required for both the MA and the MS. The final oral examination should be scheduled for two hours. Students who elect to pursue the non-thesis option must also pass a written exam prior to the oral exam; this written exam will be arranged for by the student's Major Professor.

For master's candidates who are completing a thesis, not more than half of the oral examination period should be devoted to the presentation and defense of the thesis; the remaining time will be spent on questions directed at the student relating to the student's knowledge of the major field (and minor field if a minor is included in the Program of Study). Graduate faculty will vote to pass or fail the student, and may sign the thesis when it is in acceptable final form.

The examining committee will be the student's Advisory Committee and consists of at least four members of the graduate faculty (two in the major field, one in the minor field if a minor is included, and a Graduate Council Representative). When a minor is not included, the fourth member may be from the graduate faculty at large. All members of the student's graduate committee must approve the scheduling of the final examination.

When no thesis is involved, not more than half of the final oral examination period should be devoted to the presentation of the culminating research project; the remaining time will be spent on questions relating to the student's knowledge of the major field, history of science (and minor field, if one is included in the program).

For non-thesis students, the Major Professor is responsible for directing and assigning a final grade for the research and culminating project. Other members of the non-thesis committee will assess the student's defense of the project in the final oral examination, as well as the student's knowledge of his or her field, reflected in the written exam and oral exam and vote to pass or fail the student. The examining committee consists of three members of the graduate faculty (two in the major field and one in the minor field if a minor is included; when a minor is not included, the third member may be from the graduate faculty at large).

### **Foreign Language Requirement**

For any MA degree at OSU the student must show foreign language proficiency equivalent to that attained at the end of a second-year university course in that language with a grade of "C" (2.00) or better. English is not considered a foreign language for purposes of this requirement. The foreign language requirement for the MA degree must be completed before the student takes the final oral examination for the degree.

For the MS, there is no foreign language requirement unless the student's advisor determines otherwise.

To access the OSU Graduate School's form for completion of the MA foreign language requirement, please visit [oregonstate.edu/dept/grad\\_school/phpforms/ma\\_fl\\_req.php](http://oregonstate.edu/dept/grad_school/phpforms/ma_fl_req.php)

### **Time Limit**

All work toward a Master's degree, including transferred credits, course work, thesis or final project, and all examinations, must be completed within seven years.

## MA in Applied Ethics

### General Requirements

The MA in Applied Ethics degree program requires a minimum of **45 graduate credits**, including 6 to 12 credits of thesis or research-in-lieu of thesis (PHL 503 or 501, respectively).

Your first quarter or two will be spent taking courses applicable towards your degree, meeting faculty, and developing your **Program of Study**. The program is developed under the guidance of the Major Professor, and Minor Professor when a minor is included, and signed by those professors and the Director of Graduate Studies before filing in the Graduate School. Each candidate's program should include substantial work with at least three faculty members offering graduate instruction.

The Program of Study represents your plan for completing your degree, listing all of the courses you intend to take to satisfy your degree requirements and the members of your graduate committee. You can find the Program of Study form and instructions for completing it here:

<http://gradschool.oregonstate.edu/progress/program-study>

All graduate student Programs of Study submitted to the Graduate School must consist of, at a minimum, 50% graduate stand-alone courses. The remaining credits may come from being enrolled in the 500-level component of 400/500 "slash" courses. Different courses are offered each term.

Each student must assemble an **Advisory Committee** to oversee the student's culminating Master's project (either thesis or non-thesis). The Committee is chaired by the student's **Major Professor**, who must be a member of the graduate faculty in Applied Ethics at OSU. The Major Professor is your thesis/non-thesis advisor. The Advisory Committee must consist of at least one other member of the Applied Ethics graduate faculty and a **Minor Professor**, who is a member of the graduate faculty in the student's minor field.

Students who are writing a thesis must have a **Graduate Council Representative** on their committee. It is the student's responsibility to obtain his or her own Graduate Council Representative from a list provided by the Graduate School. This must be done prior to scheduling the final exam. Non-thesis students do not require a Graduate Council Representative on their Advisory Committee.

We strongly recommend that your Program of Study be completed, approved by your committee members, and turned into the SHPR Director of Graduate Studies **before you complete 18 credit hours of coursework**. Students wishing to transfer applicable credits from another institution must submit a Transfer Credit Request form before the end of their first year of study.

Ideally, by the end of the student's first year a meeting of the full Advisory Committee should be convened, at which the student presents and defends a proposal for a thesis or non-thesis culminating project (discussed below) to be completed by the end of the student's second year.

As conditions and plans change during the time you pursue your degree, changes may be made to the Program of Study, as needed. These changes must be approved by your Advisory Committee. In any case, **a final Program of Study must be submitted to the Graduate School at least 15 weeks prior to the date of the student's final examination.**

## **Graduate Course Requirements**

Degree requirements, specifically the distribution of graduate course work, can be found here:

<http://liberalarts.oregonstate.edu/shpr/philosophy/academic-programs/masters-degree-applied-ethics/ae-course-study>

Please note that the graduate courses listed under (B) are representative; this is not an exhaustive list. Other graduate-level course may be offered by the Graduate Faculty in Applied Ethics which can be applicable toward your degree. Please consult the Director of Graduate Studies if you are unsure.

## **Practicum Requirement**

Students pursuing an MA in Applied ethics must complete a Practicum for at least 3 but no more than 6 credits. The Practicum requirement involves service work in the community relevant to the student's interests and/or culminating project and is set up individually by the student, his or her Major Professor, and an appropriate institution or organization with which the student works. The proposal for a student's Practicum must include a completed MA Practicum Proposal form, a link to which can be found at the bottom of the example Practica page, here:

<http://liberalarts.oregonstate.edu/shpr/philosophy/academic-programs/masters-degree-applied-ethics/ae-student-practica>

## **Culminating Project (thesis or non-thesis)**

Earning an MA in Applied Ethics requires a student to complete and defend a Culminating Project. There are two options: writing a Master's Thesis or developing a suitable non-thesis option, approved of by the student's Advisory Committee. Students completing the thesis option for an MA in Applied Ethics will take 6-12 credits of PHL 503. Students completing the non-thesis option for an MA in Applied Ethics will take 6-9 credits of PHL 501.

The culminating project must be presented and defended in a final oral examination. When scheduling their final oral examination, Thesis option Master's students are required to submit the pretext pages of their thesis to the Graduate School at least one week prior to the final oral examination. Pretext pages include the abstract, copyright, title page, approval page, acknowledgment page, contribution of authors, table of contents, list of figures, tables, appendices, dedication (optional), and preface (optional). It is expected that students will distribute examination copies of his or her Thesis to all their committee members, including the Graduate Council Representative, sufficiently early to permit thorough review of the thesis prior to the student's final oral examination (this is usually thought to be at least two weeks in advance of the exam).

Within six weeks after the final oral examination or before the first day of the following term, whichever comes first, students must upload one PDF copy of the thesis, without signatures, electronically to ScholarsArchive and submit the signed ETD submission approval form with a copy of the title page to the Graduate School. If final submission requirements are met after the initial six-week period, the student may be subject to re-examination. Please refer to the Graduate School's website for complete details:

<http://gradschool.oregonstate.edu/success/thesis-guide>

Details about what constitutes a satisfactory non-thesis culminating project are to be worked out in consultation with the student's Major Professor and other members of the Advisory Committee.

The results from studies conducted using human subjects without obtaining Institutional Review Board approval shall not be used to satisfy master's thesis requirements. For more information, please send an email to [irb@oregonstate.edu](mailto:irb@oregonstate.edu) or visit the IRB website at <http://research.oregonstate.edu/irb/>

### **Final Oral Examination**

Successful completion of a final oral examination is required for all Master's degrees. The final oral examination should be scheduled for two hours.

For master's candidates who are completing a thesis, not more than half of the oral examination period should be devoted to the presentation and defense of the thesis; the remaining time will be spent on questions directed at the student relating to the student's knowledge of the major field and minor field. Graduate faculty will vote to pass or fail the student, and may sign the thesis when it is in acceptable final form.

The examining committee will be the student's Advisory Committee and consists of at least four members of the graduate faculty (two in the major field, one in the minor field, and a Graduate Council Representative). All members of the student's graduate committee must approve the scheduling of the final examination.

When no thesis is involved, not more than half of the final oral examination period should be devoted to the presentation of the culminating research project; the remaining time will be spent on questions relating to the student's knowledge of the major field and the student's minor field.

For non-thesis students, the Major Professor is responsible for directing and assigning a final grade for the research and culminating project. Other members of the non-thesis committee will assess the student's defense of the project in the final oral examination, as well as the student's knowledge of his or her major and minor fields, and vote to pass or fail the student. The examining committee consists of three members of the graduate faculty (two in the major field and one in the minor field).

### **Language Requirements**

For any MA degree at OSU the student must show foreign language proficiency equivalent to that attained at the end of a second-year university course in that language with a grade of "C" (2.00) or better. English is not considered a foreign language for purposes of this requirement. The foreign language requirement for the MA degree must be completed before the student takes the final oral examination for the degree.

To access the OSU Graduate School's form for completion of the MA foreign language requirement, please visit [oregonstate.edu/dept/grad\\_school/phpforms/ma\\_fl\\_req.php](http://oregonstate.edu/dept/grad_school/phpforms/ma_fl_req.php)

### **Time Limit**

All work toward a Master's degree, including transferred credits, course work, thesis or final project, and all examinations, must be completed within seven years.

## Ph.D. in History of Science

### General Requirements (Program of Study)

The doctor of philosophy degree is granted primarily for creative attainments, represented by the doctoral dissertation.

In addition to writing a dissertation, the equivalent of at least three years of full-time graduate work beyond the bachelor's degree (at least 108 graduate credits) is required. Since entry into our PhD program requires prior completion of a Master's degree (usually a two year degree), the credit requirement is commonly for one additional year of coursework. The equivalent of one full-time academic year of regular non-blanket course work (at least 36 graduate credits) must be included on a doctoral program. ("Blanket" courses are those with a "zero" in the middle, e.g. HSTS 501 or HSTS 503.) No more than 15 credits of blanket-numbered courses, other than thesis, may be included in the minimum 108-credit program.

All students pursuing a graduate degree at OSU must complete a **Program of Study**, which will document the course work, including thesis credits, completed. The Program of Study must consist of at least 50% graduate stand-alone courses (which can include thesis credits). The remaining credits may be from enrollment in the 500-level component of 400/500 "slash" courses.

The student's doctoral Program of Study is formulated and approved subject to departmental policies at a formal meeting of his or her **Doctoral Committee**, which consists of a minimum of five members of the graduate faculty, including two from the major department, a graduate faculty member in the minor field and a representative of the Graduate Council. The Minor must consist of at least 18 credits (15 credits for an integrated minor) and the committee must include a member from the minor department. All committee members must be on the graduate faculty with appropriate authorization to serve on the student's committee.

The student must be registered for a minimum of 3 credits for the term in which the program meeting is held. When the program is approved by the student's Doctoral Committee, the SHPR Director of Graduate Studies, and the Dean of the Graduate School, it becomes the obligation of the student to complete the requirements as formulated.

Changes in the program may be made by submitting a Petition for Change Form available in the Graduate School. See <http://gradschool.oregonstate.edu/forms/>. Students who wish to transfer credit must submit a Transfer Credit Request form **before the end of their first year of study**. See <http://gradschool.oregonstate.edu/forms/>

The final plan of study must be submitted to the Graduate School six weeks before the student's preliminary examination (discussed below)

### Graduate Course Requirements

Students in the PhD program must take HSTS 599 each term until they have passed their Preliminary Examination (discussed below) thus having advanced to candidacy for the PhD.

Prior to earning their degree, PhD students are required to take all four of the following course: HSTS 511, HSTS 512, HSTS 513, and HSTS 514.

## **Language Requirements**

The foreign language requirement (if any) is determined by the student's Doctoral Committee, subject to the same approval required for the graduate study program, and is so designated in the official doctoral Program of Study. Foreign language requirements must be completed before the preliminary examination.

## **Preliminary Examination**

The student working toward a doctoral degree must pass a comprehensive preliminary examination. In the History of Science program, the preliminary examination consists of three written exams and one oral examination. The purpose of this exam is to determine the student's understanding of his or her major and minor field and also to assess the student's capability for research. Students must enroll for a minimum of three credits during the term in which they undertake departmental written and oral preliminary examinations.

### ***Written Comprehensive Examinations***

Students must pass three written exams before advancing to PhD candidacy. The exams are written by members of the student's Doctoral Committee and dates for the exams are determined by the student and his or her Major Professor. "History of Science" is understood to include the history of medicine and the history of technology. One exam concerns general knowledge of the field of the history of science, another concerns the student's particular research field within the history of science, and the final written exam concerns the student's dissertation topic, as follows:

1. General field in History of Science. In this field you will demonstrate mastery of the content and historiography of history of science broadly conceived, from ancient times to the present.
2. Another field of specialization that may emphasize: (i) a *discipline* (for example, the history of chemistry or the history of environmental sciences), (ii) a *country* (for example, the history of French science and scientific institutions), (iii) *an era* (for example, science and the cold war), or (iv) a *different subject relevant to the history of science* (for example, philosophy of science).
3. Dissertation field. After you choose a major professor, you will work to develop expertise in a particular area relevant to your dissertation.

The student's answers to questions on an exam are evaluated by the Committee member who wrote the exam as well as one other member of the Committee. Students will have three hours to complete each written exam. Copies of the written examination (questions and student's answers) must be available to all members of the student's Doctoral Committee at least one week prior to the Preliminary Oral Examination.

### ***Preliminary Oral Examination***

The preliminary oral examination is taken near the completion of the student's course work and must be passed for the student to advance as a candidate for the Ph.D. The oral examination is conducted by the student's Doctoral Committee and concerns the student's knowledge of the history of science and his or her **Dissertation Prospectus**, although no more than one-half the time should be devoted to specific aspects of the proposal. The length and format of the prospectus is determined by the Major Professor, but in general it is from 25-30 pages. Each committee member, including the minor field member, will have an equal amount of time to examine the student about field-specific subjects. The



committee as a whole will determine how much time to allot to discussing the dissertation prospectus.

The examination should be scheduled for at least two hours, and the exam date must be scheduled in the Graduate School at least one week in advance. If more than one negative vote is recorded by the examining committee, the candidate will have failed the oral examination. No more than two re-examinations are permitted by the Graduate School, and SHPR has no exception to this rule.

At least one complete academic term must elapse between the time of the preliminary oral examination and the final oral examination (discussed below). If more than five years elapse between these two examinations, the candidate will be required to take another preliminary oral examination.

### **Dissertation**

Each candidate for the PhD degree must submit a dissertation embodying the results of research and giving evidence of originality and ability in independent investigation. The thesis must be an original contribution to knowledge, based on the candidate's own investigation. It must show a mastery of the literature of the subject and be written in creditable literary form. The preparation of an acceptable thesis will require at least one full-time academic year. The booklet, "Preparing a Thesis or Dissertation at OSU: A Graduate Student's Guide," is available electronically on the web at <http://gradschool.oregonstate.edu/success/thesis-guide>.

Details about what constitutes a satisfactory doctoral dissertation are to be established by the student's Major Professor in consultation with the other members of the Doctoral Committee.

The results from studies conducted using human subjects without obtaining Institutional Review Board approval shall not be used to satisfy doctoral dissertation requirements. Oral history is subject to IRB review. For more information, please send an email to [irb@oregonstate.edu](mailto:irb@oregonstate.edu) or visit the IRB website at <http://research.oregonstate.edu/irb/>.

When scheduling their final oral examinations, doctoral students are required to submit the pretext pages of their dissertations to the Graduate School at least two weeks prior to the final oral examination. Pretext pages include the abstract, copyright (optional), title page, approval page, acknowledgment page, contribution of authors, table of contents, list of figures, tables, appendices, dedication (optional), and preface (optional). It is expected that students will distribute examination copies of their thesis to all committee members, including the Graduate Council representative, sufficiently early to permit thorough review of the thesis prior to the student's final oral examination.

Within six weeks after the final oral examination or before the first day of the following term, whichever comes first, upload one PDF copy of your thesis, without signatures, electronically to ScholarsArchive and submit the signed ETD submission approval form with a copy of the title page to the Graduate School. If final submission requirements are after the initial six-week period, the student may be subject to re-examination. Please refer to the Graduate School's website for complete details (<http://gradschool.oregonstate.edu/success/thesis-guide>). Signatures on the ETD submission approval form can be electronic, signed, scanned and emailed or faxed. The thesis will not be accepted for graduate requirements until it has received approval by the graduate dean, which the thesis editor will obtain.

## **Final Examination**

In order to earn the doctoral degree, the student must pass a final oral examination. The final oral examination must be scheduled with the Graduate School office at least two weeks prior to the date of the examination. All incomplete course work appearing on the Program of Study must be completed prior to scheduling the final oral examination.

The final oral examination consists of a public thesis defense followed by a closed session of the examining committee with the candidate. Under normal circumstances, the final oral examination should be scheduled for two hours. All members of the student's Doctoral Committee must approve the scheduling of the final examination.

It is expected that the thesis defense portion of the final oral exam be open to all interested persons and should be limited to one hour. After the open portion of the exam, the examining committee should exclude all other persons and continue with the examination of the candidate's knowledge of his or her field and the evaluation of the candidate's performance.

The examining committee consists of the student's Doctoral Committee and any additional members, including professors from other institutions, whom the Committee may recommend. In the oral examination, the candidate is expected to defend the thesis and show a satisfactory knowledge of his or her field. If more than one negative vote is recorded by the examining committee, the candidate will have failed the examination. No more than two re-examinations are permitted by the Graduate School, and SHPR has no exception to this rule.

The final oral examination must be taken within five years after the oral preliminary examination. If more than five years elapse, the candidate will be required to take another oral preliminary examination.

## Appendix (Forms, Examples, and Instructions)

Degree checklist for MA/MA History of Science	#
Sample MA/MS History of Science Program of Study	#
Degree checklist for MA Applied Ethics	#
Sample MA Applied Ethics Program of Study	#
Practicum Proposal Form	#
Degree checklist for PhD History of Science	#
Sample PhD History of Science Program of Study	#

## History of Science Master's Degree (MA/MS) Program Checklist

The Master's Degree Program Checklist must be filed with the Director of Graduate Studies for the School of History, Philosophy, and Religion before completing 18 hours of graduate credits. **Note:** The MA Degree requires proficiency in one foreign language but the MS Degree does not have a language requirement.

### Program Committee

Chair: \_\_\_\_\_ (major field)

Member: \_\_\_\_\_ (major field)

Member: \_\_\_\_\_ (minor field or other graduate faculty)

Member: \_\_\_\_\_ (grad council rep, not required for non-thesis option)

Foreign Language (required for MA): \_\_\_\_\_

Thesis or research Topic: \_\_\_\_\_

Required HSTS Coursework (HSTS 599 each quarter, and two of

Slash-listed courses 507 and 505 Other Courses

Minor Coursework (optional for MA or MS)

Note: Minimum 15 credits.

Slash-listed courses 507 and 505 (6-12 503 thesis credits)

# Applied Ethics Master's Degree Program Checklist

The Master's Degree Program Checklist must be filed with the Director of Graduate Studies for the School of History, Philosophy, and Religion before completing 18 hours of graduate credits.

## Program Committee

Chair: \_\_\_\_\_ (major field)

Member: \_\_\_\_\_ (major field)

Member: \_\_\_\_\_ (minor field)

Member: \_\_\_\_\_ (grad council rep, thesis-option only)

Foreign Language: \_\_\_\_\_

Thesis or research Topic: \_\_\_\_\_

## Philosophy Core (9 credits):

PHL 525

PHL 541

PHL 542

## Applied Ethics (15 credits from the following; 6 credits max from PHL 501, 502, and 505):

PHL 501, PHL 502, PHL 505, PHL 507, PHL 512, PHL 517, PHL 536, PHL 540, PHL 543, PHL 544, PHL 547, PHL 555, PHL 556, PHL 561, PHL 570, PHL 574, PHL 599 (other 500-level PHL course may apply)

## Practicum (3-6 credits, PHL 510)

## Supervised Research Project (6-9 credits: PHL 503 for thesis option, PHL 501 for non-thesis option)

## Disciplinary or Integrated Minor (15 credits):

## School of History, Philosophy, and Religion

OREGON STATE UNIVERSITY

## Master of Arts in Applied Ethics Practicum Proposal

Student Name: \_\_\_\_\_  
Major Professor: \_\_\_\_\_  
Minor Professor: \_\_\_\_\_  
Date: \_\_\_\_\_

### ***Practicum Overview and Goals***

Include proposed schedule/timeline of activities, number of credits assigned, and number of hours (1 cr. = aprox 30 hrs).

### ***Practicum Rationale and Learning Outcomes***

#### **Academic**

Explain in a paragraph or two how the proposed practicum project will complement/ supplement the applied ethics themes addressed in the thesis, or the non-thesis option (specify which).

#### **Professional**

Explain how the proposed practicum project will support professional goals after graduation.

#### **Learning Outcomes**

Specify the skill set the proposed practicum is likely to help you build.

### ***Professional Contacts***

List here the names and contact info of those practicum supervisors/partners with whom you plan to work. Discuss your proposal with them. Before you begin your work with them, be sure to have them sign off, on the next page.

## ***Requirements and Details***

Setting the requirements for a successful practicum should be done in consultation with your major professor and your professional contacts. Examples include interview notes or journal entries compiled during the project; a final written summary of the project addressed to the major professor; and/or a product designed for professional contexts, such as lesson plans, powerpoint presentations, or a website.

## ***Evaluation***

### **Major Professor**

Will this project be graded pass/no pass? Or will it receive a letter grade? Discuss these options with your major professor.

### **Professional**

Evaluation from your professional contacts is usually in the form of a letter addressed to your major professor, assessing your work based on how well you met the requirements set out, above.

## ***Proposal Approval***

### **Student:**

Signature \_\_\_\_\_ Date: \_\_\_\_\_

### **Major Professor:**

Signature \_\_\_\_\_ Date: \_\_\_\_\_

### **Professional Contact:**

Signature \_\_\_\_\_ Date: \_\_\_\_\_

### **Director of Graduate Studies, SHPR: Dr. Allen Thompson**

Signature \_\_\_\_\_ Date: \_\_\_\_\_

# History of Science Doctoral Degree Program Checklist

## Program Committee

Major Professor (Chair) \_\_\_\_\_ (dissertation field)

Member: \_\_\_\_\_ (History of Science general field)

Member: \_\_\_\_\_ (Secondary specialization field)

Minor Professor: \_\_\_\_\_ (minor field)

Member: \_\_\_\_\_ (grad council rep)

Foreign Language: \_\_\_\_\_

## Preliminary Examination Fields:

**Major Field** (minimum of 36 credits, including doughnut-numbered courses other than thesis)

**Minor Field** (minimum of 18 credits, including doughnut-numbered courses other than thesis)

**Dissertation / Thesis** (Minimum of 36 credits for dissertation/thesis HSTS 603)