

TEXAS WOMAN'S UNIVERSITY

Department of Women's Studies Ph.D. Graduate Student Handbook

2011-2012

Formation . . . is the process through which the intellectual and social practices of a discipline are gradually internalized by novice practitioners. Becoming a mathematician (or historian or neuroscientist) requires knowing the subject matter of the field at a very deep level; content knowledge is essential. It also requires learning to "think like a mathematician" (or historian or neuroscientist). That is, subject matter mastery is necessary but is not in itself sufficient to the formation of scholars. Learning to present oneself as a member of a discipline, to communicate with colleagues, and to apply ethical standards of conduct is part and parcel of formation. Creativity, responsibility, and leadership are also critical areas for attention in programs that aim for excellence.

George E. Walker et. al., The Formation of Scholars

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INTRODUCTION

Welcome to the doctoral program in Women's Studies at Texas Woman's University! As one of only a handful of doctoral programs in Women's Studies and related fields in the United States, we're honored to have the opportunity to work with you to further the development of this academic field. We've compiled this handbook to assist you as you progress through the doctoral degree; it describes program requirements, areas of study, course offerings, professional development, and department policies; and offers information about financial aid, graduate assistantships, and Women's Studies faculty members. This handbook does not cover every university regulation governing graduate education at Texas Woman's University and thus should be treated as a supplement to the TWU Graduate Catalog (<http://www.twu.edu/gradschool/graduate-catalog.asp>). In the case of discrepancies between the two, the Graduate Catalog should always take precedence. The Graduate Catalog is the final authority, and students are ultimately responsible for obtaining correct information. We encourage students to frequently check the Graduate School Web site (<http://www.twu.edu/gradschool/default.asp>), which contains helpful information as well as up-to-date forms.

This Women's Studies Doctoral Program Handbook is definitely a work in progress! We welcome your suggestions as we work to create a useful handbook and a successful doctoral program. We also note that various items might be revised in future years, as we all learn from our experiences.

Texas Woman's University: Texas Woman's University (TWU) is the largest public university primarily for women in the United States and one of the most diverse institutions of higher education in the nation. TWU has been a leader in the field of Women's Studies since 1998, when the Texas Higher Education Coordinating Board granted approval for the University to offer the M.A. degree in Women's Studies. This graduate program was the first degree program in Women's Studies established by a public institution in the State of Texas, and it remains the only program of its kind in the Dallas-Fort Worth metropolitan area. We offer the only M.A. in Women's Studies in the Dallas-Ft. Worth metroplex region and the only Ph.D. in Women's Studies in the South Central region of the United States. Texas Woman's University has a longstanding commitment to Women's Studies, with many Texas firsts: the first freestanding Women's Studies program, the first university to offer full-time faculty positions specifically in Women's Studies, the first tenured faculty members in Women's Studies, and the first Department of Women's Studies.

The doctoral degree is designed to build on campus-wide expertise in Women's Studies as well as on existing strengths at TWU in such fields as Dance, Nursing, Psychology, Rhetoric, Sociology, Government, Health Studies, and Education. Existing library resources are extensive, reflecting TWU's longstanding commitment to women's education and the University's history as a leading educational institution primarily for women.

What is Women’s Studies @ TWU? We define Women’s Studies as a multicultural, multi-, inter-, and transdisciplinary field of study that promotes understanding of how gender is constructed and functions in social, cultural, historical, political, and institutional contexts. Building on and expanding scholarship in a variety of academic disciplines, the field of Women’s Studies pursues the following goals:

1. To enhance understanding of the diversity of women's lives particularly as they are shaped intersected by “race,” ethnicity, age, class, nationality, sexuality, religion, and dis/ability;
2. To construct theories and methods for engagement in social, cultural, and intellectual critique on behalf of social justice;
3. To advance feminist/womanist scholarship by investigating and expanding existing modes of knowledge and power;
4. To analyze local and global systems of inequality while identifying strategies for social change; and
5. To develop leaders who can engage effectively with global communities, communicate with diverse audiences, build coalitions, and negotiate initiatives for social change.

Doctoral Studies @ TWU: The doctoral degree in Women's Studies at Texas Woman's University seeks to revitalize academic life by producing new forms of knowledge through transdisciplinary and transformative dialogue among faculty and students in diverse disciplines. The degree consists of a rigorous yet flexible curriculum that incorporates required core courses; common colloquia on transdisciplinary studies and holistic pedagogies; an area of concentration, or “guided electives” in American Studies, Health Studies, Multicultural Studies, Rhetoric/English, or Sociology; research tools; and a dissertation. Full-time doctoral students will be considered for university-wide scholarships and graduate teaching assistantships.

Doctoral Program Educational Objectives: The Ph.D. degree is forward-looking and aspires to shape Women’s Studies for the twenty-first century, while also contributing to the increasing emphasis on interdisciplinary studies in higher education. The hallmarks of the Ph.D. program in Women’s Studies at TWU are:

- Transdisciplinarity (i.e., holistic integration of diverse disciplinary methodologies and theories)
- Multicultural-feminist scholarship
- Critical-holistic social theories
- Global perspectives on social inequalities
- Rigorous scholarship in the service of social change

Thus, our educational objectives are to prepare graduates who:

1. Demonstrate the ability to engage in critical-holistic analysis of well-defined problems and theoretical issues related to the field of Women’s Studies;
2. Demonstrate exemplary research skills and command of the scholarship in Women’s Studies, multicultural-feminist theory, and related fields;

3. Transcend traditional academic boundaries by integrating diverse disciplinary perspectives into their research and teaching;
4. Produce original transdisciplinary scholarship that makes groundbreaking contributions to society and to the fields of Women's Studies, Multicultural Studies, and feminist/womanist scholarship;
5. Assume leadership positions within Texas, the United States, and international academic settings as well as in other policy-making, research, governmental, and non-governmental organizations that address women's issues and social inequalities;
6. Contribute to future developments in Women's Studies and related academic fields by attaining and succeeding in faculty positions;
7. Develop innovative strategies to address the needs of diverse communities;
8. Develop scholarship and produce publications in the service of social change; and
9. Design and enact holistic, innovative teaching strategies that address the needs of diverse learners.

FACULTY

Faculty members in Women's Studies at TWU are deeply committed to providing students with individualized academic advising and mentoring. In addition to the Department of Women's Studies core faculty, approximately thirty faculty from over fifteen departments throughout the university are formally affiliated with Women's Studies. For a list of affiliated faculty, see Appendix 1.

Faculty with Full-time Appointments in Women's Studies

Dr. Agatha Beins, Assistant Professor, Ph.D. in Women's and Gender Studies, Rutgers University.
Office: HDB 307L; Phone: 940.898.2117

Research Interests: Histories of Feminism and Women's Studies; Social Movements; Print and Material Cultures; Underground Press and Zine Cultures; Cultural Studies; Art and Activism; Poetry and Poetic Forms; Pedagogy; Feminist Theories and Epistemologies; Labor for Wages and Labor for Love; and Feminist Geography and Spatial Politics.

Graduate Courses: Foundations for Scholarly Inquiry in Women's Studies; Feminist Epistemologies; Feminist Theories; Feminist Pedagogies; History of U.S. Feminisms; The Politics of Writing

Dr. Christa Downer, Visiting Assistant Professor. Ph.D. in Rhetoric, specializing in multicultural studies, Texas Woman's University. Office: HDB 307E; Phone: (940) 898-2112; Email: cdowner@twu.edu

Research Interests: Feminist theories; LBGT Studies; Queer Theories; Multicultural Theories; Feminist Rhetorics; Rhetorical Theories and Criticisms.

Graduate Courses: Women's Studies Seminar: Politics of Motherhood; Women and U.S. Contemporary Politics; U.S. Women of Colors; Feminist Theories; Foundations for Scholarly Inquiry in Women's Studies; Studies in Feminist Activism; Politics of Writing; Feminist Pedagogies

Dr. AnaLouise Keating, Professor. Ph.D. in English, University of Illinois, Chicago. Office: HDB 307K; Phone: (940) 898-2129; Email: AKeating@twu.edu

Research Interests: Multicultural Womanist/Feminist Theorizing; Contemporary U.S. Women Writers of Colors; Critical ‘Race’ Feminisms; Queer Theories; Gloria E. Anzaldúa; Womanist Spiritual Activism; Transdisciplinarity; Transformation Studies; Indigenous & Womanist Epistemologies

Graduate Courses: New Directions in Feminist/Womanist Theories; Women’s Studies Disciplinary/Interdisciplinary Knowledges; The Politics of Publications and Writing; U.S. Women of Colors; Feminist Epistemologies; Feminist Theories; Transgressive Identities: Queer Theories and Critical ‘Race’ Theories; Spiritual Activism; and Gloria Anzaldúa: Politics, Poetics, and Prose

Dr. Danielle Taylor Phillips, Assistant Professor of Women’s Studies, Ph.D. in Women’s and Gender Studies, Rutgers University. Office: HDB 307F; Phone: 940-898-2746; Email:

Research Interests: Critical Race Feminisms; Globalization and Transnationalism; Nineteenth and Twentieth-Century U.S. Women’s History; U.S. Labor and Migration History; Diversity Issues in Higher Education; Black Feminist Thought

Graduate Courses: U.S. Women of Colors; Foundations for Scholarly Inquiry in Women’s Studies; Feminist Theories; Black Feminist Thought; Transnational Feminisms; Women & Labor

Dr. Claire L. Sahlin, Professor and Department Chair. Ph.D. in the Study of Religion, Harvard University. Office: HDB 307B; Phone: (940) 898-2255; Email: CSahlin@twu.edu

Research Interests: Feminist Perspectives on Religion and Spirituality; Ecofeminism; Feminist Ethics; Women’s Spirituality in Later Medieval Europe; Single-Sex Education; the Institutional Development of Women’s Studies

Graduate Courses: New Directions in Feminist/Womanist Theories; Transdisciplinary Feminist Research Methods; Politics of Publications and Writing; Foundations for Scholarly Inquiry in Women’s Studies; Feminist Theories; Feminism and Religion; Feminist Ethics; and Ecofeminist Theorizing, Spirituality, and Activism

THE PH.D. DEGREE PLAN: AN OVERVIEW

The doctoral degree in Women’s Studies is a flexible, highly individualized degree consisting of core courses and a variety of guided elective options. The specific degree plan for each student will vary, depending upon her/his background training, (inter)disciplinary concentration (“Guided Electives”), research tools, and dissertation topic. While each student’s degree plan will vary, all students will share several milestones:

- Coursework
- Comprehensive Examinations
- Dissertation Prospectus
- Dissertation Research and Writing
- Final Oral Examination

Although these features are the typical components of many doctoral programs, the Department of Women's Studies has worked to shape them in ways designed to successfully facilitate your growth as a scholar, practitioner, and innovator in the transdisciplinary field of Women's Studies. We hope that these milestones will assist you in developing the knowledge, creativity, and other skills you will need to succeed in this field. We feel privileged to be one of only a very few doctoral programs in Women's Studies or related fields in the United States, and we aspire to create a forward-looking doctoral degree.

PH.D. COURSEWORK

The curriculum for the Ph.D. consists of 90 graduate semester credit hours beyond the baccalaureate degree, including the M.A. degree and the following requirements:

- 12 credit hours of core courses (four three-credit-hour courses in Women's Studies)
- 3 credit hours of colloquia (three one-credit-hour colloquia on Transdisciplinary Studies)
- 15 credit hours (inter)disciplinary concentration (Guided Electives)
- 6 credit hours for research tools
- 12 credit hours for the dissertation

Students will transfer into the program up to 42 credits from a master's degree.

Prerequisite Coursework: Ideally, the previously-earned master's degree will include foundation courses in Women's Studies or other feminist/womanist scholarship, including at least one course in each of the following areas: feminist/womanist theories, U.S. women of colors, feminist pedagogies, and feminist epistemologies. If comparable courses have not been part of the prerequisite master's degree program, they may be completed as part of the doctoral degree in Women's Studies. Students should petition the Women's Studies Graduate Faculty¹ for approval of previous coursework to fulfill these areas. (Please submit a brief memo and a copy of the relevant syllabus or syllabi to the Doctoral Program Director.)

Core Courses: The following courses, with the exception of WS 6501, are required of all students. For course descriptions, see Appendix 2.

- WS 6103, New Directions in Feminist/Womanist Theories
- WS 6203, Women's Studies Disciplinary/Interdisciplinary Knowledges
- WS 6303, Transdisciplinary Feminist Research Methods
- WS 6403, The Politics of Publications and Writing
- WS 6501, Holistic Pedagogies Colloquium
- WS 6601, Transdisciplinary Studies Colloquium
- WS 6983, Dissertation
- WS 6993, Dissertation

Guided Electives: To enhance the transdisciplinary nature of the Ph.D. in Women's Studies, and to assist students in developing additional sets of innovative knowledges and skills that will strengthen their research and professional experience, each student, in consultation with the graduate faculty, will select a concentration of at least fifteen hours in one of the following interdisciplinary or disciplinary areas: American Studies, Health Studies, Multicultural Studies,

¹ Throughout this document, "Women's Studies Graduate Faculty" can be defined as the Department of Women's Studies core faculty.

Rhetoric/English, or Sociology. The specific courses selected should complement or enhance knowledge in the student's anticipated area of research for the dissertation. We recommend that students entering the doctoral program with a master's degree in a disciplinary field select an interdisciplinary concentration, while students entering the doctoral program with a master's degree in Women's Studies or another interdisciplinary field select a disciplinary specialty. Although each concentration requires only 15 hours of course work, we strongly recommend that students take 18 hours of course work in their Guided Elective area; doing so could open up additional teaching possibilities. For a list of approved courses, please see Appendix 3. Students may petition to count specific courses toward their (inter)disciplinary area, if not listed in the list of approved courses.

Research Methods Requirement ("Research Tools"): The doctoral degree is granted in recognition of the ability to undertake independent and original research. Therefore, in addition to the other requirements for the degree, doctoral students are required to demonstrate competence in scholarly inquiry and the use of research methods related to their research interests in Women's Studies. At TWU, these research methods courses are known as "Research Tools;" each "research tool" consists of six credit hours of coursework. As part of their required core courses in Women's Studies, all students will develop competence in *Transdisciplinary Research Methods in Women's Studies* through the successful completion of two core courses: Transdisciplinary Feminist Research Methods (WS 6303) and The Politics of Publications and Writing (WS 6403). These two courses constitute one of the required Research Tools. The other Research Tool will vary, depending upon each student's research and professional goals. Ideally, the courses in this second Research Tool will correspond with and be part of each student's area of concentration ("Guided Elective"). Students will develop competence in another research concentration by selecting one of the following research options in consultation with the graduate faculty and to complement their areas of specialization:

1. *Qualitative Research Methods*: Six hours in qualitative research methods, including WS 5773
2. *Quantitative Research Methods*: Six hours of graduate-level courses in statistics and/or quantitative research methods
3. *Electronic Information Retrieval*: Six hours of graduate-level library science courses concerning electronic and online information retrieval
4. *Rhetorical Criticism and Discourse Analysis*: Six hours of graduate-level courses in English
5. *Holistic Research Methods*: Six hours of graduate-level holistic research methods courses
6. *Foreign Language*: Six hours of graduate or twelve hours of undergraduate courses in the same foreign language or equivalency examination
7. *American Sign Language*: Six hours of graduate-level American Sign Language courses or equivalency examination

For a list of approved courses, please see Appendix 4. Students may petition to count specific courses toward a research tool if not listed in the list of approved courses.

Curriculum Summary Chart:

Required Core Courses	Guided Electives Students select one of the following five options	Research Tools Students select one of the following options in addition to the required courses in Transdisciplinary Research Methods in Women's Studies (WS 6303 and WS 6403)
WS 6103, New Directions in Feminist/Womanist Theories (3 credits)	American Studies (15 graduate credits from a specific list of courses)	Qualitative Research Methods (a minimum of 6 graduate credits)
WS 6203, Women's Studies Disciplinary/Interdisciplinary Knowledges (3 credits)	Health Studies (15 graduate credits from a specific list of courses)	Quantitative Research Methods (a minimum of 6 graduate credits)
WS 6303 Transdisciplinary Feminist Research Methods (3 credits)	Multicultural Studies (15 graduate credits from a specific list of courses)	Electronic Information Retrieval (a minimum of 6 graduate credits)
WS 6403, The Politics of Publications and Writing (3 credits)	Rhetoric/English (15 graduate credits from a specific list of courses)	Rhetorical Criticism and Discourse Analysis (a minimum of 6 graduate credits)
WS 6601 Transdisciplinary Studies Colloquium (3 credits total)	Sociology (15 graduate credits from a specific list of courses)	Holistic Research Methods (a minimum of 6 graduate credits)
WS 6983 Dissertation (6 credits total)		Foreign Language (a minimum of 6 graduate credits or 12 undergraduate credits in the same foreign language, or equivalency)
WS 6993 Dissertation (6 credits total)		American Sign Language (a minimum of 6 graduate credits or equivalency)
Total: 27 credits	Total: 15 credits	Total: minimum of 6 credits

COMPREHENSIVE EXAMINATIONS: PORTFOLIO AND ORAL EXAM

For the student, the exam (by whatever name) is the bridge or transition between the coursework and dissertation-research stages, or, to put it differently, between knowledge-absorption and knowledge-creation. For faculty, the exam is a perch from which to scrutinize the student and the program. At the time of the qualifying exam one can look both forward and backward, asking "Did you learn what we tried to teach you?" and "Are you ready for what comes next?" At its best, the exam allows careful judgments about whether students have a sufficiently broad understanding of the field of which they will be a steward, and if they are prepared to drill deeply and become specialists.

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The comprehensive examinations consist of a professional portfolio compile during the student's doctoral course work, and an oral examination focusing on the portfolio and the tentative dissertation topic. The portfolio represents the student's progress as an emerging scholar in the transdisciplinary field of Women's Studies. The Department of Women's Studies has elected to use the portfolio rather than traditional written exams because we believe that this approach gives students greater responsibility for their own assessment: The portfolio enables students to chart their progress through the program, self-reflect on their academic development, and situate themselves within the transdisciplinary field of Women's Studies. Moreover, studies indicate that, in addition to allowing students to become more accountable for their own development, the portfolio enables students to move more quickly through the doctoral degree.¹ For information on how the portfolio will be evaluated, please see the Portfolio Rubric, located in Appendix 5.

Students should begin developing their portfolio during the first year of the doctoral program; generally, the portfolio must be submitted within nine months of completing course work. The portfolio or portions of the portfolio may be revised and resubmitted once, if necessary.

Portfolio Format: The portfolio must be presented in a three-ring binder and include the items listed below. It should be deposited in the Women's Studies office by the deadline, which will generally occur in early April. The specific date will be announced on the Women's Studies Blackboard site. Copies of the portfolio should also be given to each committee member. Please organize your portfolio according to the following sections and include the materials listed below. As you prepare your portfolio, you should look carefully at the Portfolio Rubric and prepare your materials in ways that effectively address the listed criteria.

1. Table of Contents
2. Current Curriculum Vitae
3. Annual Progress Reports & Reviews

¹See for instance Cyr and Muth; Walker et. al..

4. Self-Reflective Essay

A twenty- to thirty-page essay, situating yourself in the fields of Women's Studies and related disciplines--including, but not limited to, your (inter)disciplinary concentration. The essay should indicate a thorough understanding of Women's Studies as a transdisciplinary field and the ability to link theory with social-justice work. The essay should also reflect back on your work through the program, chart what you have learned, and discuss future research and professional aspirations, including plans for the dissertation.

5. Feminist/Womanist Theory Project

This project represents the portfolio's most focused opportunity to demonstrate a deep familiarity with both classic and recent literature in womanist/feminist theory and also with the theories' epistemological implications. Drawing on the Department of Women's Studies Required Reading List, as well as your own research and interests, you will complete the following: (a) A detailed syllabus for a graduate-level Feminist/Womanist Theories Course. (b) A ten- to twenty-page essay summarizing, contextualizing, and describing your syllabus. As part of this essay, you should explain the philosophical, pedagogical, and political reasons for your text selections and text omissions.

6. Research (This section includes several items, as indicated below.)

An essay of approximately 500 words summarizing the material in this section and offering an evaluation, based on the Portfolio Rubric (found in Appendix 5)

At least one article on a scholarly topic related to women's studies, submitted to a peer-review journal

Any conference papers

Any publications in peer review journals

7. Literature Review and Dissertation Proposal-

A 40-page critical literature review and a preliminary discussion of the student's anticipated dissertation topic and research methods.

8. Professional Development (Contents of this section will vary, depending upon the student's professional aspirations. No later than the spring semester of the first year, each student should meet with the Doctoral Program Director to discuss this area of the portfolio.) The contents of this section may include materials such as the following:

Teaching statement

Representative syllabi (one for each course taught)

Brief narrative (approximately 250 words describing the syllabi)

Representative grant proposals

Brief narrative (describing the grant proposals)

The portfolio can also include the following:

Non-peer reviewed articles or reports

Descriptions of service-related work

Oral Exams: Approximately two to four weeks after the portfolio has been submitted, the student will participate in a two-hour oral examination. The examination will cover the portfolio materials and the student's research interests.

Evaluation: Students will be evaluated by the Core Graduate Faculty in Women's Studies and the student's Dissertation Director, as appropriate, according to the Portfolio Rubric. (See Appendix 5). Students will receive one of the following ratings: Revise and Resubmit; Pass; Pass with Distinction.

DISSERTATION

The denouement of the doctorate, the dissertation, is not only a piece of original research intended to set its writer apart from all who preceded her. It is also a celebration of the scores of scholars on whose shoulders any piece of individual scholarship rests. Even as the candidate writes the dissertation—the contribution to knowledge, the evidence of scholarly innovation and invention--the text is peppered with footnotes and references, citations and bibliographies, acknowledgments and attributions. Each of these bears witness to every scholar's debt to her predecessors in scholarship. References and footnotes also acknowledge the work of contemporaries who live in the same professional and disciplinary community as the candidate, or in a closely neighboring field of study.

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The dissertation represents the culmination of students' doctoral work. It is a formal, fully-researched book-length project that both develops and demonstrates the student's ability to conduct a systematic inquiry into a well-defined research area of special interest and to effectively articulate this inquiry and its value. As a significant contribution to the field of Women's Studies, the dissertation must present and defend a coherent and original argument, based on the critical analysis and interpretation of data or sources such as historical documents, literary texts, qualitative research, quantitative research, archival material, and/or philosophical writings. The dissertation might take a variety of forms, depending upon the student's topic and career goals. Both the development of a formal prospectus (10 pages maximum, including the list of works cited) and the dissertation must follow specific guidelines established by the Graduate School; this work is carried out under the guidance of the Graduate Committee Chair and other members of the student's Graduate Committee. For additional information concerning our expectations for a successful dissertation, see the rubric in Appendix 6.

We recommend that students begin topic selection early in their doctoral program. Ideally, students will start formulating their research topic during their first year of course work so that they can select research tools and Guided Elective courses which can enhance their dissertation research and writing. As students select their topic and develop their research, they should keep in mind that the dissertation is one project, not one's lifework (Grady and Hoffman 2), although it might lead to future research and should result in publication and/or other forms of knowledge sharing. The Graduate School has prepared a *Guide to the Preparation and Processing of*

Dissertations, Theses, and Professional Papers, which can be accessed on the Graduate School Website. Instructions in this *Guide* must be followed; in the case of discrepancies between the Graduate School's *Guide* and the *Women's Studies Ph.D. Graduate Student Handbook*, the Graduate School's instructions should take precedence.

Dissertation Chair and Graduate Committee: Before the comprehensive examinations, students choose an appropriate Dissertation Committee Chair (the dissertation advisor). This selection must be approved by the Chair of Women's Studies and by the Dean of Graduate Studies and Research. The Committee Chair guides the student in selecting at least two other committee members, developing a degree plan if one has not already been developed, and completing the dissertation. The Dissertation Graduate Committee will consist of a minimum of one core faculty member in Women's Studies, another core or affiliate faculty member in Women's Studies, and a faculty member from the area represented by the student's (inter)disciplinary concentration. The dissertation will be directed by either a core or affiliated faculty member in Women's Studies.

Prospectus: Prior to beginning work on the dissertation, students will complete and have approved by their committee a formal prospectus (10 pages maximum, including all references). This prospectus will be a revised version of the Critical Literature Review and Dissertation Proposal, submitted as part of the portfolio during the comprehensive examinations. The dissertation prospectus offers students an opportunity to summarize their ideas, position themselves in dialogue with the existing scholarship on the topic, determine the research method(s) to be used, and formulate an early version of the primary argument(s) they anticipate making in their dissertation. In addition to carefully articulating the problem or question to be examined and the key argument(s), the prospectus should indicate how the proposed dissertation will make an original contribution to the field of Women's Studies. Original contributions can occur in several ways, including (but not limited to) the following:

- (1) Expand on existing research by focusing on overlooked information, theories, or other types of perspectives.
- (2) Develop a new area of research on an existing topic or area.
- (3) Demonstrate the limitations in a current line of research and propose possible directions for revision.

The prospectus should include the following: Tentative title; introduction; statement of purpose or central argument(s); review of related literature; discussion of research method(s) and why they are most appropriate for the dissertation; tentative chapter organization; tentative timeline for completing the dissertation; conclusion; references.

Dissertation Hours: Twelve hours of dissertation work are included in the 90 hours required for the doctoral degree, although students often take more than twelve hours of dissertation work. Students must enroll in WS 6983, Dissertation (up to 6 credits), under the direction of the Chair of their Graduate Committee. After completing six credit hours of WS 6983, for which they receive the grade "CR," indicating "Credit," students enroll in WS 6993, (Dissertation). They must enroll in WS 6993 each semester during which they consult with their advisor about the project. Until the dissertation is completed, the grade of PR (Progress) is assigned to indicate progress on a dissertation. When the dissertation is completed (defined in the Graduate Handbook as "last enrollment") the student receives "CR" for six hours of WS 6993. As per

University rules, *only an officially registered student may hold conferences with faculty concerning the preparation of a dissertation*. This rule applies both to the student in actual residence and to the student not in residence who is receiving aid or criticism through conferences or correspondence. This rule does not apply to preliminary conferences held before the dissertation subject has been selected. Registration for dissertation in one term is good for that term only and does not extend to the next term.

Final Examination: In accordance with TWU Graduate School policy, Ph.D. students are required to pass a final oral defense of their dissertation given by their Graduate Committee. When the research committee has approved the candidate's dissertation and all other requirements for the degree have been met, the student meets for a final examination with the committee. It is the student's responsibility to contact the committee members and arrange a suitable time for the defense. The final examination is oral and includes a formal presentation (fifteen to twenty minutes), a discussion of the dissertation and the research on which it is based, as well as questions concerning both Women's Studies as a transdisciplinary academic field and the student's (inter)disciplinary concentration (the "Guided Electives"). Formal notice of satisfactory completion of the final examination must be filed in the Graduate School by the date specified for each session in the Graduate School's "Calendar of Deadlines." In final form, the dissertation must be approved by the student's committee, the Chair of the Department, the Dean of the College of Arts and Sciences, and the Dean of the Graduate School.

After the Examination Committee has assessed the student's work, the Committee decision takes one of several forms:

Passed with Distinction

Unqualified approval

Qualified approval—changes to be made under Committee Chair's supervision.

Qualified disapproval—requires that the student revise the dissertation and meet again with the Examination Committee.

Unqualified disapproval—requires the student to prepare another dissertation. (It is unthinkable to the Department of Women's Studies that a dissertation of such limited quality would be allowed to go to final examination.)

Once defended and approved by the Committee, submit the certification that the final examination has been passed along with the finalized dissertation, abstract, and signature page to the Chair of the Department of Women's Studies for approval.

To submit a dissertation to the Graduate School, follow the Graduate School's guidelines. See the Graduate Catalog and the *Guide to the Preparation and Processing of Dissertations, Theses, and Professional Papers* for information. It is your responsibility to adhere to all Graduate School specifications for formatting and submitting the thesis. Papers that have not been properly formatted, edited, and/or proofread will be returned to the student for correction. A Graduate School representative is available to help ensure that your dissertation is formatted correctly, and you should make an appointment with him/her to review your dissertation.

In addition to distributing the prescribed number of copies to the Graduate School, distribute one final copy of your dissertation to your Graduate Committee Chair.

Final Semester Responsibilities and Deadlines: Prior to the semester of expected graduation, the student should consult the Calendar of Deadlines distributed by the Graduate School. *It is the student's responsibility to meet all deadlines listed there.* Individual packets containing the Calendar of Deadlines and the necessary forms to be completed by graduating students are available in the Graduate School. For further information about completing your degree, see the information linked to the following webpage: <http://www.twu.edu/gradschool/degree-completion.asp>.

PROFESSIONAL DEVELOPMENT

Obtaining the doctorate in Women's Studies (or any other academic field) requires more than taking coursework, completing comprehensive exams, writing and revising a dissertation, and completing the final oral examination. It also requires becoming conversant with the academic and scholarly community, and developing the professional skills which will enable students to succeed in their professional lives. In this section, we describe department requirements and recommendations designed to assist students in developing their professional identities.

Annual Review: Studies show that an annual review facilitates doctoral students' timely completion of their course of study and assists with professionalization. Therefore, each year students are required to submit an Annual Progress Report, which includes an updated CV. (See Appendix 7.) This report will be due on or near April 1; the specific date will be announced via email. A hard copy of the Review should be submitted to the Department of Women's Studies Office, and an electronic copy should be sent to each member of the Women's Studies Graduate Faculty and (when appropriate) the Dissertation Committee Chair. The Annual Progress Report will be evaluated by the WS Graduate Faculty and (when selected) the Dissertation Committee Chair, who will make recommendations to the Doctoral Program Director. At the end of the first year, students will meet with the Doctoral Program Director to discuss their review. After the second year or the completion of thirty-six credit hours in the doctoral program (whichever comes last), students will meet with the WS Graduate Faculty and Dissertation Committee Chair.

Mentoring: Mentoring is an important part of the doctoral experience, and we encourage students to develop several mentoring relationships. Mentoring in the Department of Women's Studies is based on reciprocity and respect. By virtue of her/his course advising function during the first semester of doctoral work, the Director of the Doctoral Program serves as a mentor. However, students must seek out several mentors, inside and outside the Department and even the university. Mentoring takes multiple forms, including advising mentors, teaching mentors, research mentors, and peer mentors. We encourage you to develop intellectual communities and support groups. (For suggestions on how to develop a peer writing group, see Page-Adams et al, "Establishing a Group to Encourage Writing for Publication among Doctoral Students.")

Intellectual Growth: While the classroom is an important site for intellectual development, it is not, in itself, sufficient. Students should expand their knowledge of Women's Studies and related disciplines by attending conferences, guest lectures, and job talks; joining academic listservs and professional organizations; and reading extensively on their own.

Service: Committee work is an important part of academic life. There are many opportunities for service on department and university committees, as well as opportunities to advise student groups and mentor other students. Please let the Doctoral Program Director know of your interest.

Recommended Timetable for Professional Academic Development:¹ The following timetable represents one possibility, among others, for some of the activities you might want to become involved in as you enhance your scholarly identity. These recommendations are based on our experience and research in the field; they are, however, only suggestions and should be taken contextually. Use your own best judgment. We welcome your recommendations!

Year One²

If you're not already a member, join the National Women's Studies Association (NWSA) or a professional organization relevant to your (inter)disciplinary concentration

If you're not already subscribed, subscribe to WMST-L (the Women's Studies Listserv; subscription information can be found under "ELECTRONIC RESOURCES," below.)

Begin to think about career options

Begin reading the *Chronicle of Higher Education* and InsideHigherEd.com

Begin reading *Feminist Formations* (previously *The NWSA Journal*) and other relevant academic journals

Begin attending lectures, seminars, workshops, job talks

Attend an academic conference

Read key texts in womanist/feminist theory

Read key texts in your field(s)

Begin to acquire a library of important books in your field(s)

Join or initiate a peer-support group

Update your C.V.

Become acquainted with department and other TWU faculty

Join a department committee

Begin thinking about your dissertation topic

Participate in the TWU Student Creative Arts & Research Symposium (held in April of each year)

Year Two

Choose a dissertation topic (if you have not already done so)

Join an additional professional association

Network with established scholars and graduate students in your area

Advise a student group and/or participate on a university-wide committee

Deliver a guest lecture in a course

Mentor undergraduate or first-year graduate students

¹ These recommendations were influenced by Walker et. al. *Formation of Scholars*; and the University of Kansas Department of History "Professionalization Grid: Extracurricular Activities;" <http://gallery.carnegiefoundation.org/collections/cid/history/kansas/innovation.html>

² Many of these activities, like membership in a professional organization and reading the literature, should be sustained throughout your graduate work (and beyond).

Year Three

Apply for external dissertation research grants
Present a paper at a regional or national conference
Begin to develop your teaching profile--a variety of courses and classroom settings
Submit a research article to a refereed journal (if you have not done so already)
Begin developing a list of future research projects
Join a dissertation writing support/discussion group

Year Four

Submit another research article to a refereed journal
Publish a book review, encyclopedia article, abstract, or translation
Present a paper at a national academic conference
Give a presentation to a public audience
Read job ads closely
Prepare job application materials: cover letter, teaching portfolio, dissertation abstract, revised C.V.
Arrange for letters of recommendation
Apply for jobs and for post-doctoral fellowships
Practice mock interviews
Continue to network with established scholars and fellow students
Submit another research article for publication
Present another paper at a major conference
Begin developing a list of future research projects
Join a dissertation writing support/discussion group
Mentor more junior graduate students
Take a position on a dept. or university committee
Acquire a professional wardrobe

DEPARTMENT AND UNIVERSITY POLICIES

The doctorate is both transformation and impediment; it preserves what is enduring, but can also paralyze-hardening categories and freezing traditions into empty rituals.

George E. Walker et. al., The Formation of Scholars

This section contains information about various policies. These policies are designed to assist students in successful completion of their degree. As such, the policies are subject to change; students should consult the most recent version of the *Women's Studies Doctoral Graduate Handbook* and the Graduate School webpage.

Advisor: On entering the Ph.D. program, students will be advised by the Doctoral Program Director. This faculty member will assist students in formulating an initial program of study and will guide them until they form a Graduate Committee. Until selecting a Dissertation Committee Chair, students must contact the Doctoral Program Director before registering each semester. After selecting a Dissertation Committee Chair, students should contact the chair before registering. If the Chair is not a member of the Women's Studies core faculty, students should be sure that all course selection meets the Women's Studies curriculum requirements.

Grade Requirements: No course with a grade below B is accepted toward a doctoral degree at Texas Woman's University. The doctoral student is expected to maintain a cumulative grade point average of at least 3.0. When a student's cumulative grade point average on graduate-level work falls below 3.0 during any one semester or full summer session of ten weeks, or when a student receives a grade of D, F, or WF, the student is placed on academic probation and notified of this status. Earning a grade of D, F, WF, or failure to restore the cumulative average to B (3.0) or above during the next enrollment results in dismissal from the Graduate School. The grade record at TWU cannot be improved by attendance at another university. Students who have been suspended may reapply to the TWU Graduate School when 10 years have elapsed after the suspension. If a doctoral student earns grades below B in program courses, continuation in the degree program is reviewed by the student's advisory committee. A student is not allowed to continue in the doctoral program if there are two failing grades (F or WF) in the doctoral program.

Course Load: Full-time Ph.D. graduate students should normally take 9 credit hours per long semester. In no case should students take more than 12 credit hours per long semester or 6 hours per summer term unless permission is granted by the Chair of Women's Studies and the Dean of the Graduate School. All students are expected to maintain at least a "B" average. All courses in the program must be graduate-level (numbered 5000 or higher.)

Transfer Credits: Transfer credits will be determined on an individual basis using guidelines set forth in the *TWU Graduate Catalog* and a careful review of the student's transcripts. Courses taken through the Federation of North Texas Area Universities are not considered to be transfer credits.

Graduate Courses at the University of North Texas: In consultation with the Doctoral Program Director or their graduate committee, students may register for appropriate graduate courses (5000-level or above) at the University of North Texas through the Federation of North Texas Area Universities. To register for a graduate course at UNT, contact the TWU Graduate School (ACT 9 or 940/898-3415).

Code Three (Reduced Tuition): Under provisions of the Texas Higher Education Code Section 54.051(e), *Texas Residents* (or an Academic Common Market Student) are eligible for a one-time reduced tuition rate when enrolling for professional paper, thesis, or dissertation only, provided that those hours are the final credits required for the degree. When you are ready to enroll for what you believe will be your *final* enrollment of dissertation hours, complete the appropriate form (found on the Graduate School Website), have your major professor sign it, and submit it to the Graduate School.

10-Year Rule: All requirements toward a doctoral degree, not counting the completed master's degree, must be completed within a period of ten consecutive calendar years from the date doctoral credit is first earned.

99-Credit Hour Rule: The Texas Legislature has amended the state's Education Code to limit funding of doctoral credits for any student at any institution to 99 hours. TWU doctoral students are charged at the out-of-state tuition rate for any doctoral work in excess of 99 semester hours. All semester hours listed as I, NG, PR, W, WF, and X on the transcript are included in the total doctoral hours.

LIBRARY RESOURCES

Texas Woman's University Woman's Collection: The Woman's Collection in the Blagg-Huey Library includes materials for research about women and women's issues in the U.S. It contains over 42,000 books, 100 current periodical subscriptions, 3000 cubic feet of manuscript collections, 19,000 photographs, major women's manuscript and book collections and periodicals on microform, and a women's periodical collection. The Woman's Collection manages the TWU Archives, a small rare book Texana Collection, and an extensive Cookbook Collection. It also sponsors and co-sponsors exhibits and lectures throughout the year. See the TWU library brochure for more information and stop by the Woman's Collection office for a tour (Blagg-Huey Library, Level II, Room 203).

University Libraries: Students at Texas Woman's University have access to the Blagg-Huey library collections, as well as the Dallas Parkland and Presbyterian sites and The Texas Medical Library at the Houston Center. In addition to the multiple resources of the Texas Woman's University Libraries, students and faculty have checking privileges at each member library of the statewide TexShare Program. Instant telecommunication and daily courier service are used to locate and deliver journal articles, books, and films throughout Texas libraries. TWU's libraries are also connected with major academic and research libraries throughout the world for interlibrary borrowing and lending.

InterLibrary Loan: is designed to help you acquire research materials unavailable in the TWU libraries. The office is open M- F, 8–5 although requests can be made online.

ELECTRONIC RESOURCES

Blackboard: Blackboard is a software program used by TWU to enhance traditional courses and to offer online instruction. The Department of Women’s Studies has a site on Blackboard that can be used for graduate students in the Program to communicate electronically with each other by posting messages and sending emails. Women’s Studies faculty and staff also use Blackboard to send announcements to students. Students are encouraged to use Blackboard regularly. The Department of Women’s Studies site, the WS Graduate Student Association site, and the Doctoral Program in Women’s Studies site are listed under “My Organizations.”

Please update your email address in Blackboard to reflect the email address where you check messages. To change your email address, click on the “Personal Information” link under “Tools” on the left side of the Blackboard screen.

WMST-L: During their first year of study, doctoral students in Women’s Studies should join WMST-L, an international electronic forum (listserv) for researchers and teachers in Women’s Studies. WMST-L publishes announcements about conferences, jobs, and publications. It also provides a forum for exchanging information about the academic field of Women’s Studies. WMST-L has over four thousand subscribers in forty-seven countries. Anyone with computer access can subscribe to WMST-L, which is free. To subscribe, send the following command via e-mail to LISTSERV@LISTSERV.UMD.EDU:

Subscribe WMST-L Your Name

For example, Subscribe WMST-L Jane Pioneer

You will receive a message back asking you to confirm your subscription. You should REPLY to the message and type the word OK in the body of your message.

Once you have subscribed, you will receive daily electronic mail sent to all subscribers to WMST-L. You may also send messages to other subscribers.

For more information about WMST-L, including how to receive a daily digest version for those who prefer to receive fewer individual messages, see http://www.umbc.edu/wmst/wmst-l_index.html.

FINANCIAL AID

University Scholarships: There are numerous University Scholarships available at TWU. For application information please contact the Office of Financial Aid (<http://www.twu.edu/finaid>). Additional information is available on the web and in the Graduate Catalog.

The American Association of University Women: AAUW offers many fellowships and grants, as well as links to other opportunities. Additional information can be found on their web site (<http://www.aauw.org>).

National Women’s Studies Association Awards and Scholarships: The NWSA offers several awards and scholarships, including a Graduate Scholarship Award, a Graduate Scholarship in Lesbian Studies, a scholarship in Jewish Women’s Studies, and Women of Color Caucus Awards. For guidelines and application forms, see <http://www.nwsa.org/students/scholarships/index.php>.

For more information about possible scholarships, see http://www.umbc.edu/cwit/financial_aid.html.

Tuition and Fees: A detailed list of tuition and fees can be found in the Graduate Catalog and on the TWU Bursar’s Web site. Non-resident or international students receiving competitive scholarships awarded by Texas Woman’s University in the amount of \$1,000 or more may pay the in-state tuition rate. Non-residents who hold at least half-time appointments as graduate assistants may also pay the in-state tuition if they meet the requirements stated in the Graduate Catalog. To qualify for in-state tuition rates, a special form needs to be completed and submitted for approval.

Graduate Assistantships: Full-time doctoral students in Women’s Studies will be eligible for graduate assistantships in Women’s Studies. The assistantships may be renewed for four years; renewals are based on prior performance, department needs, and available funds. Additional positions may be available in other programs and departments at TWU. For more information regarding position descriptions and remuneration, please see the Graduate School Web site.

Academic Common Market: Fourteen southern states participate in the Academic Common Market, allowing qualified non-resident students to enroll at in-state tuition rates in graduate programs that are not available in their home states. More information on these programs can be found in the Graduate Catalog or at <http://www.sreb.org/programs/acm/acminindex.asp>.

Grants and Loans: Please contact the Office of Financial Aid (940) 898-3050 for information on state and federal grants and loans. Additional information can also be found in the Graduate Catalog and the Financial Aid web site (<http://www.twu.edu/finaid>).

Professional Development Travel Assistance Funds: Funds are available each year on a competitive basis to assist students traveling to conferences to present research. For application deadlines and additional information, see <http://www.twu.edu/student-life-office/student-travel.asp>

STUDENT SERVICES

The Office of Student Life: (<http://www.twu.edu/o-sl>) provides information on all aspects of student life at Texas Woman’s University. Their Web site contains links to the following:

University Housing: <http://www.twu.edu/o-sl/residencelife/>

The Center for Student Development: open Monday – Friday, 8am – 6pm. They have information concerning community service opportunities, commuter services, Greek life, leadership programs, the United Students Association, student organizations at TWU, and a calendar of events.

TWU Counseling Center: the campus agency designated to provide psychological services to students. They offer individual counseling, group counseling, career counseling, crisis counseling, couples counseling, workshops and training seminars, and self-help materials. The Counseling Center (940/898-3801) is located in West Jones Hall. See <http://www.twu.edu/o-sl/counseling/>. Twelve individual counseling sessions are available to students free-of-charge for each academic year.

Intercultural Services: sponsors diversity education programs and cultural activities. The office administers the *C.O.L.O.R.S. Mentor and Advisor Program* for incoming freshmen/transfer students, *OIS Resources*, and student organizations. Located in Jones Hall 200, the office can be contacted at 940/898-3679 or intercultural@twu.edu. See <http://www.twu.edu/o-sl/intercultural/>.

Student Health Services: provides basic health services to TWU students. For more information, see <http://www.twu.edu/o-sl/shs/>.

TWU Fitness and Recreation: Includes the Jones Hall Fitness Center and the Pioneer Hall Fitness Center. With a current id, students have access to an indoor pool, outdoor pool, indoor track, two weight room facilities, and the following services: massage therapy, nutrition counseling, personal training, campus recreation, swimming, and fitness classes. For more information see: <http://www.twu.edu/fitandrec/>.

COMMUNITY RESOURCES

The Women's Museum: An Institute for the Future, located in Fair Park, Dallas (3800 Parry Ave., 214-915-0860, <http://www.thewomensmuseum.org>), is the nation's most comprehensive women's history museum, where the lives, accomplishments and achievements of women are celebrated. The museum tells the stories of over 3,000 American women. State-of-the-art, interactive exhibits explore the contributions of women throughout American history, examining the similarities and differences among women's lives across time.

Denton and the Dallas/Fort Worth Metroplex -- Denton is located approximately 35 miles north of the Metroplex and provides easy access to all that it has to offer. The following sites may be useful in getting around both Denton and the Metroplex. They include information about employment, local schools, apartment and housing locators, entertainment, dining, utilities, health professionals, and many other useful links.

<http://www.cityofdenton.com/pages/index.cfm>

The most complete Web site about living in Denton.

<http://www.star-telegram.com> *The Fort Worth Star Telegram*

<http://www.dallasnews.com> *The Dallas Morning News*

<http://www.dentonrc.com> *The Denton Record-Chronicle*

Apartment Complexes/Apartment Locators: Denton has more than 150 apartment complexes. The University of North Texas and Texas Woman's University produce an apartment guide to Denton that can be obtained at TWU outside the Student Union. There are also apartment guides for Dallas and Fort Worth that can be viewed on the Internet. The commute from Lewisville to TWU is about 25 minutes. The commute from Dallas or Fort Worth is approximately 40 minutes (if you're lucky with traffic).

Student Organizations: Women's Studies students are active in a variety of organizations, both on campus and in the community. For a directory of TWU's student organizations go to: <http://www.twu.edu/student-development/directory-student-organizations.asp>.

Appendix 1: Women's Studies Affiliate Faculty Members

The following faculty members, who contribute to the Department of Women's Studies through their research, teaching, and/or service, are available to assist graduate students in Women's Studies:

Dr. Gina Anderson, Teacher Education
Dr. Valentine Belfiglio, History and Government
Dr. Linda Brock, Family Sciences
Dr. Hugh Burns, English
Dr. Patrick Bynane, Drama
Dr. Linda Caldwell, Dance
Dr. Sandra Cesario, College of Nursing
Dr. Rebecca R. Fredrickson, Teacher Education
Dr. Mark Kessler, History and Government
Dr. Katherine Landdeck, History and Government
Dr. Linda Marshall, Sociology and Social Work
Dr. Debra Mollen, Psychology and Philosophy
Dr. Kimberly Parker, Health Studies
Dr. Barbara Presnall, History and Government
Dr. Ruben Rodriguez-Jimenez, English, Speech, and Foreign Languages
Dr. Linda Rubin, Psychology and Philosophy
Dr. Mahmoud Sadri, Sociology and Social Work
Dr. Sally Stabb, Psychology and Philosophy
Dr. Ann Q. Staton, Dean, College of Arts and Sciences
Dr. Genevieve West, English, Speech, and Foreign Language
Dr. Jim Williams, Sociology and Social Work
Dr. Philip Yang, Sociology and Social Work

Appendix 2

Core Course Descriptions

WS 6103, New Directions in Feminist/Womanist Theories: Recent controversies, significant research questions, and new directions in feminist/womanist theorizing. Investigation of recent interventions in Women's Studies and feminist/womanist theories and theorizing. Three lecture hours a week. Credit: Three hours. (May be repeated for credit when content varies.)

WS 6203, Women's Studies Disciplinary/Interdisciplinary Knowledges: History of academic disciplines and knowledge production, the challenge of Women's Studies to conventional academic divisions, and the potential of Women's Studies to transform academic disciplines. Three lecture hours a week. Credit: Three hours. (Prerequisite: WS 5363 or instructor approval.)

WS 6303, Transdisciplinary Feminist Research Methods: Relational exploration of feminist, womanist, and multicultural research methods from a variety of disciplines including those in the social sciences and humanities, focusing especially on women's studies' impact on research methods in a variety of academic disciplines. Overview of research tools and techniques, including qualitative, quantitative, historical, and literary research methods. Three lecture hours a week. Credit: Three hours.

WS 6403, The Politics of Publications and Writing: Issues related to academic writing and publishing, especially focusing on the fields of Women's Studies and multicultural-feminist scholarship. Submission of at least one article to a peer-review journal and one abstract for a conference presentation. Three lecture hours a week. Credit: Three hours.

WS 6501, Holistic Pedagogies Colloquium: Explorations of holistic pedagogies, multicultural theory, and practical strategies for teaching Women's Studies courses, including face-to-face, hybrid, and exclusively online formats. One lecture hour a week. Credit: One hour. (May be repeated for credit.) (Prerequisite: WS 5353 or instructor approval.)

WS 6601, Transdisciplinary Studies Colloquium: Application of theories of intersectionality and difference to critical issues and research methods in diverse academic disciplines including those in the social sciences and humanities, with the goal of creating new knowledges. Similarities and differences among multidisciplinary, interdisciplinary, and transdisciplinary forms of scholarship and pedagogies. One lecture hour a week. Credit: One hour. (Must be repeated at least three semesters.)

WS 6983, Dissertation: Prerequisite: Successful completion of qualify examinations. Credit: Three hours. May be repeated for additional credit.

WS 6993, Dissertation: Credit: Three hours. May be repeated for additional credit.

Appendix 3 Guided Electives

To enhance the transdisciplinary nature of the Ph.D. in Women's Studies, and to assist students in developing additional sets of innovative knowledges and skills, each student, in consultation with the student's graduate committee, will select a concentration of at least fifteen hours in one of the following interdisciplinary or disciplinary areas: American Studies, Health Studies, Multicultural Studies, Rhetoric/English, and Sociology. The specific courses selected should complement or enhance knowledge in the student's anticipated area of research for the dissertation. We recommend that students entering the doctoral program with a Master's degree in a disciplinary field select an interdisciplinary concentration, while students entering the doctoral program with a Master's degree in Women's Studies or another interdisciplinary field select a disciplinary specialty. For each concentration, students will select at least 15 hours of course work. Although each concentration requires only 15 hours of course work, we strongly recommend that students take 18 hours of course work in the area; doing so can open up additional teaching possibilities. Courses marked * are required for the concentration.

Here is a list of the approved courses for each option. Alternate courses may be included with approval from the graduate committee.

American Studies Option

ART 5603.	North American Indian Art
ENG 5263.	Studies in American Literature
ENG 5393.	Women and American Literature
GOV 5013.	American National Defense Policy
GOV 5053.	The Presidency and Public Policy
GOV 5063.	Political Women
GOV 5523.	American International Relations
GOV 5723.	Seminar in Political Theory
HIST 5003.	Studies in 19th Century U.S
HIST 5083.	Studies in 20th Century America
HIST 5863.	Studies in Women's History
*SOCI 5643.	Race and Ethnic Groups in the United States
SOCI 6013.	The Development of American Sociology

Health Studies

HS 5003, 5006.	Practicum in Health Education
HS 5413.	Current Issues in Health Studies.
HS 5423.	Ethnic and Cultural Factors in Health Decisions
HS 6403.	Environmental Health
HS 6423.	Global Health
HS 6433.	History of Health and Medicine
HS 6443.	Foundations of Health Science
HS 6563.	Health Advocacy and Leadership

Multicultural Studies

*SOCI 5643.	Race and Ethnic Groups in the United States
*WS 5253.	Transgressive Identities: Queer Theories and Critical “Race” Theories
*WS 5463.	U.S. Women of Colors
ART 5603.	North American Indian Art
DNCE 5223.	Historical and Cultural Study of Dance Performance
EDUC 5173.	Diversity in the Classroom
ENG 5173.	Studies in Ethnic, Multicultural, and Cross Cultural Literature
FS 5023.	Family Sexuality
FS 5443.	Multicultural Counseling
FS 5153.	Family Changes and Diversity
HIST 5763.	Studies in Latin American History
HS 5423.	Ethnic and Cultural Factors in Health Decisions
MU 5543.	Multicultural Perspectives in Music Therapy
NURS 6002.	Multicultural Nursing
NURS 6213.	Multicultural Women's Health Research.
PSY 5163.	Psychology of Women
SOCI 5443.	Race, Ethnicity, and Family
SOCI 5553.	Social Stratification
WS 5263.	Feminism and Religion
GOV/WS 5093.	Law, Gender, and Sexuality
GOV/WS 5193.	Rights, Race, and Social Justice

Rhetoric/English

*ENG 5083.	Bibliography and Research Methods
*ENG 6083.	Research Methods in Rhetoric and Composition
ENG 6203.	History of Rhetoric I
ENG 6323.	Studies in Feminist Rhetoric
*ENG 5343.	Rhetoric and Composition: Theory and Practice
*ENG 5353.	Rhetoric and Composition: Theory and Pedagogy of Electronic Texts (Prerequisite: ENG 5343.)
ENG 5373.	Professional and Academic Communication
ENG 5393.	Women and American Literature
ENG 6213.	History of Rhetoric II
ENG 6313.	Studies in Rhetorical Criticism and Discourse Analysis
ENG 6733.	Studies in the Profession of Rhetoric and Composition

Sociology Guided Electives Option

SOCI 5343: Seminar in Sociological Theory
SOCI 5353: Teaching Sociology
SOCI 5363: Survey Research
SOCI 5663: Family: Current Topics
SOCI 5903: Special Topics
SOCI 6103: Seminar in Sociological Theory
SOCI 6203: Seminar on Research Methods
SOCI 6503: Seminar in Social Organization and Disorganization
SOCI 6903: Special Topics

Students who concentrate in Sociology will choose 15 semester hours* of courses from the list above. The courses will be distributed as follows:

Foundation Courses (9 semester hours, 3 hours from each of the categories listed below)

Social Research Methods: Chosen from SOCI 5903 (Research Methods and Design), SOCI 5363, SOCI 6203, or other approved course

Social Statistics: Chosen from SOCI 5903 (Social Statistics), SOCI 6203 (Advanced Statistical Methods), or other approved course.

Sociological Theory: Chosen from Classical or Contemporary Sociological Theory (SOCI 5343 or SOCI 6103).

Electives: 6 semester hours of SOCI prefix courses

In addition to the courses listed above, various topical seminars are offered regularly (5343, 5903, 6103, 6203, 6503, 6903) including Sociology of Religion; Medical Sociology; Race, Ethnicity, and Immigration; Theories of the Information Society; Deviant Behavior; Family Violence; and Sociology of Terrorism.

Women's Studies doctoral students are welcome to apply for admission to the Sociology MA program. WS doctoral students who are concentrating in sociology and do not have an approved degree plan on file must be advised in this concentration by the Sociology Chair or Graduate Advisor.

*Students who wish to be qualified to teach undergraduate sociology courses must complete 18 semester hours of SOCI credit, including the required 9 hours of foundation courses.

Revised and updated, by the Department of Sociology, 8/23/10

Appendix 4 Research Tools

The doctoral degree is granted in recognition of the ability to undertake independent and original research. Therefore, in addition to the other requirements for the degree, doctoral students are required to demonstrate competence in scholarly inquiry and the use of research tools related to their research interests in Women's Studies. As part of their required core courses in Women's Studies, all students will develop competence in *Transdisciplinary Research Methods in Women's Studies* through the successful completion of WS 6303 (Transdisciplinary Feminist Research Methods) and WS 6403 (The Politics of Publications and Writing). In addition, students will develop competence in another research concentration by selecting one of the following research options in consultation with their Graduate Committee and to complement their areas of specialization:

1. Qualitative Research Methods: Six hours in qualitative research methods, including WS 5773
2. Quantitative Research Methods: Six hours of graduate-level courses in statistics and/or quantitative research methods.
3. Electronic Information Retrieval: Six hours of graduate-level library science courses concerning electronic and online information retrieval.
4. Rhetorical Criticism and Discourse Analysis: Six hours of graduate-level courses in English.
5. Holistic Research Methods: Six hours of graduate-level holistic research methods courses.
6. Foreign Language: Six hours of graduate or twelve hours of undergraduate courses in the same foreign language or equivalency examination
7. American Sign Language: Six hours of graduate-level American Sign Language courses or equivalency examination.

To fulfill the requirement for this Research Tool, students will select a minimum of six hours of graduate-level courses in one of the following options:

Qualitative Research Methods

DNCE 5023	Methods of Research in Dance
FS 6793	Advanced Qualitative Research Methods in Family Science
NURS 6004	Theory and Foundations of Nursing Research
NURS 6024	Theory and Methods of Qualitative Nursing Research (Prerequisites: NURS 6004 or instructor's permission)
PSY 6863	Qualitative Research Methods and Program
READ 6483	Qualitative Research
READ 6493	Advanced Qualitative Research Design and Analysis.
SOCI 5773	Qualitative Research Methods.
*WS 5773	Qualitative Research Methods

Quantitative Research Methods

- CSCI 5663 Statistical Programming.
(Prerequisite: Six hours undergraduate statistics or three hours graduate level statistics or equivalent)
- CSCI 5793. Statistical Computer Packages
(Prerequisite: Intermediate statistics or instructor's permission)
- CSCI 5893. Statistical Packages II
(Prerequisite: CSCI 5793)
- CSCI 5921. Statistical Analysis with Computers
(Prerequisite: Instructor's permission)
- ELDR 6203 Statistics and Research Methodology I
ELDR 6213 Statistics and Research Methodology II
(Prerequisite: Instructor's permission)
- FS 6693 Advanced Quantitative Research Methods in Family Sciences.
Prerequisites: A master's level research methods course and a graduate-level statistics course.
- NURS 6014 Theory and Methods of Quantitative Nursing Research.
Prerequisite: NURS 6004 or instructor's permission
- PSY 5304 Advanced Psychological Statistics.
Prerequisite: Basic statistics or instructor's permission
- .

Electronic Information Retrieval

- LS 5533 Internet Research for Non-Library Science Majors.
LS 5553 Electronic Information Retrieval for Non-Library Science Majors.
Prerequisite: LS 5533.
- LS 6723 Critical Inquiry in Information Analysis.

Rhetorical Criticism and Discourse Analysis

- ENG 5083 Bibliography and Research Methods
ENG 5283 Studies in Literary Criticism
ENG 5333 Studies in Writing in Networked Environments
ENG 5343 Rhetoric and Composition: Theory and Practice
ENG 5353 Rhetoric and Composition: Theory and Pedagogy of Electronic Texts
Prerequisite: ENG 5343.
- ENG 5373 Professional and Academic Communication
ENG 6083 Research Methods in Rhetoric and Composition
ENG 6313 Studies in Rhetorical Criticism and Discourse Analysis

Holistic Research Methods

- ELDR 5203 Research in Education.
FS 5693 Research Methods in Family Sciences
Prerequisites: 15 hours of master's level coursework and FS 5221
- PSY 5353 Research Techniques
Prerequisite: Instructor's permission
- SOCI 6203 Seminar on Research Methods

Appendix 5: Rubric for Portfolio

	Outstanding (7-6)	Very Good (5-4)	Acceptable (3-2)	Poor (1-0)	Unacceptable Comments
1 Scholarly Formation <ul style="list-style-type: none"> • Displays appropriate experience in all areas (education, work history, professional associations/activities, service) • Demonstrates a thoughtful, comprehensive understanding of Women’s Studies as an academic field • Demonstrates a complex awareness of Women’s Studies’ transdisciplinary contributions to knowledge formation and pedagogy • Offers a thoughtful, holistic self-presentation of her/his relationship to the field 					
2 Theory and Theorizing <ul style="list-style-type: none"> • Demonstrates a deep understanding of feminist/womanist theory • Connects theory with social-justice practice • Is well understood and effectively communicated • Demonstrates awareness of transdisciplinary implications • Shows comprehension of strengths and limitations • Is well understood and effectively communicated 					
3 Literature Review <ul style="list-style-type: none"> • Makes clear the research topic • Is comprehensive and up-to-date • Shows a command of the literature • Contextualizes the problem • Includes a discussion of the literature that is selective, synthetic, analytical, and thematic 					
4 Writing Skills <ul style="list-style-type: none"> • Appropriate tone • Precise and rich language • Careful and logical organization • No errors in grammar or format 					

Student’s Name: _____

Reviewer’s Name: _____

Date: _____

This rubric benefitted from Barbara Lovitts’ “How to Grade a Dissertation”

Appendix 6: Rubric for Dissertation

	Outstanding (7-6)	Very Good (5-4)	Acceptable (3-2)	Poor (1-0)	Comments
1 Introduction <ul style="list-style-type: none"> • Includes a problem statement • Makes clear the research question to be addressed • Describes the motivation for the study • Describes the context in which the question arises • Summarizes the dissertation's findings • Discusses the findings' importance for the field and for social-justice work • Provides effective overview for readers 					
2 Literature Review <ul style="list-style-type: none"> • Is comprehensive and up to date • Shows a command of the literature • Contextualizes the problem • Includes a discussion of the literature that is selective synthetic, analytical, and thematic 					
3 Theory: The theory applied and/or developed <ul style="list-style-type: none"> • Is appropriate • Is effectively interpreted • Is well understood • Is transdisciplinary • Aligns with the question at hand • Awareness of theory's limitations and strengths 					
4 Methods: The methods applied or developed are <ul style="list-style-type: none"> • Transdisciplinary • Described in detail • Suitable for question addressed and the theory used. In addition, the author demonstrates an understanding of the methods' advantages and disadvantages • How to use the methods 					
5 Results or Analysis The analysis <ul style="list-style-type: none"> • Is appropriate • Aligns with the question and hypotheses raised • Shows sophistication • Amount & quality of data/information is sufficient, well-presented, intelligently interpreted The author also cogently expresses <ul style="list-style-type: none"> • The insights gained from the study 					

	Outstanding (7-6)	Very Good (5-4)	Acceptable (3-2)	Poor (1-0)	Comments
6 Discussion or Conclusion <ul style="list-style-type: none"> • Summarizes the findings with insight, creativity, and depth • Provides perspective on them • Refers back to the introductions • Ties everything together, including social-justice implications • Discusses the study's strengths and weaknesses • Discusses implications and applications for Women's Studies and related disciplines • Discusses future directions for research 					
7 Writing Skills <ul style="list-style-type: none"> • Appropriate tone • Precise and rich language • Superior syntax, structure, and rich language • Careful and logical organization • No errors in grammar or format • No typos 					

Student's Name: _____

Reviewer's Name: _____

Date: _____

Comments: This rubric was adapted from Barbara Lovitts' "How to Grade a Dissertation".

Appendix 7
Annual Progress Report & Review
Department of Women's Studies
Texas Woman's University

We are committed to your success and want to be sure that you are making effective progress each year. This annual review offers an opportunity for self-reflection and additional mentoring. Please fill out the form and submit it by the announced due date. Please be sure to attach your updated CV to this review.

Date Submitted: _____

NAME & CONTACT INFORMATION

Name: _____

Address: _____

Phone: _____

Email: _____

ACADEMIC PLAN & BACKGROUND INFORMATION

Major Professional Goals Upon Program Completion:	
Guided Electives Option:	
Research Tools Option:	
Tentative Dissertation Topic/Area of Study:	
Enter Year:	Expected Graduating Year:
<u>Master's Degree</u>	
In What Field: Year received: Credits transferred in:	
Are foundation courses complete?	
If not, indicate which courses are still to be taken:	

COURSE WORK

1. CORE COURSES

Core Courses	Year & Semester	Grade
WS 6103, New Directions in Feminist/Womanist Theories		
WS 6203, Women’s Studies Disciplinary/Interdisciplinary Knowledges		
WS 6303, Transdisciplinary Feminist Research Methods		
WS 6403, The Politics of Publications and Writing		
WS 6601, Transdisciplinary Studies Colloquium		
WS 6601, Transdisciplinary Studies Colloquium		
WS 6601, Transdisciplinary Studies Colloquium		

2. RESEARCH TOOLS

Research Tools	Year & Semester	Grade
WS 6303, Transdisciplinary Feminist Research Methods		
WS 6403, The Politics of Publications and Writing		
List any additional courses here:		

3. GUIDED ELECTIVES

Guided Electives (list title)	Year & Semester	Grade

4. ADDITIONAL COURSES (if any) Please explain how each course you list supports your research and/or professional goals.

PROGRAM GOALS

Please indicate your target dates for completion of the program milestones.

Program Goals	Target Date
Coursework	
Comprehensive Examinations	
Dissertation Prospectus	
Dissertation Research and Writing	
Final Oral Examination	

PROFESSIONAL DEVELOPMENT

1. MEMBERSHIP. Please list the professional organizations you belong to and indicate when you joined

Organization	Date Joined

2. SCHOLARSHIP. Indicate any scholarships, awards, or other honors, presentations, or published papers during the 2010-11 school year.

3. PROFESSIONAL DEVELOPMENT: SERVICE. Indicate any department, university, professional organization, and/or community service work you've performed. Indicate the dates of duration and your role

Department, University, Professional Organization, and/or Community Service Work You Performed	Date of Duration	Your Role

4. TEACHING. List courses taught or assisted. Indicate with * if you were the instructor of record. Please attach course evaluations.

Course	Semester

5. ADDITIONAL AREAS. Please list any additional professional development you've undertaken

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GRADUATE COMMITTEE RECOMMENDATIONS:

SAMPLE DEGREE PLAN

**TEXAS WOMAN’S UNIVERSITY GRADUATE SCHOOL
DOCTORAL DEGREE PLAN**

Name:	ID#:
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Mailing Address:	City:	State:	Zip Code:
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Telephone:	Work/Cell:	Email:
-------------------	-------------------	---------------

Master Degree Held:	Major:	Date Conferred:
----------------------------	---------------	------------------------

Institution Conferring Degree:

Semester Admitted to Graduate School:
--

Doctoral Degree to be earned:

Ph.D. <u> X </u>	Ed.D. <u> </u>	Major: Women’s Studies	Minor (if any):
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RESEARCH TOOLS: List courses or examination for each tool.

Tool #1			Tool #2		
Course I	Date Completed	Grade	Course I	Date Completed	Grade
WS 6303 Transdisciplinary Research Methods in Women’s Studies					
Course II	Date Completed	Grade	Course II	Date Completed	Grade
WS 6403 The Politics of Publications and Writing					
Course II	Date Completed	Grade	Course II	Date Completed	Grade
Course III	Date Completed	Grade	Course III	Date Completed	Grade
Course IV	Date Completed	Grade	Course IV	Date Completed	Grade

Competency:	Competency:
--------------------	--------------------

Examination—Date Passed

Examination—Date Passed

RESIDENCE REQUIRED: YES NO

--

Date: Completed or Tentative Dates for Completion

SUMMARY OF CREDITS PROPOSED FOR THE DOCTORAL PROGRAM:

MAJOR FIELD:	Semester Hours at TWU _____	+Semester Hours Elsewhere _____	= TOTAL _____
MINOR FIELD:	Semester Hours at TWU _____	+Semester Hours Elsewhere _____	= TOTAL _____
ALLIED FIELD, (if applicable):	Semester Hours at TWU _____	+Semester Hours Elsewhere _____	= TOTAL _____
GRAND TOTAL:	Semester Hours at TWU _____	+Semester Hours Elsewhere _____	= TOTAL _____

TENTATIVE PROGRAM APPROVED (Original Signatures Required):

Committee Chair:	Date:
Member:	Date:
Member:	Date:
Member:	Date:
Member:	Date:
Chair/Director/Associate Dean:	Date:
Dean of Graduate School:	Date:

Required Completion Date:	Date:
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**COURSES AT TWU
(Attach Pages as Needed)**

A. Major Area				
Course Number	Course Title	Semester Hours	Date Completed	Grade
WS 6103	New Directions in Feminist/Womanist Theories	3		
WS 6203	Women's Studies Disciplinary/Interdisciplinary Knowledges	3		
WS 6303	Transdisciplinary Feminist Research Methods	3		
WS 6403	The Politics of Publications and Writing	3		
WS 6601	Transdisciplinary Studies Colloquium	1		
WS 6601	Transdisciplinary Studies Colloquium	1		
WS 6601	Transdisciplinary Studies Colloquium	1		
WS 6601	Transdisciplinary Studies Colloquium	1		
WS 6983	Dissertation	3		
WS 6983	Dissertation	3		
WS 6993	Dissertation	3		
WS 6993	Dissertation	3		
TOTAL HOURS IN MAJOR AREA AT TWU:				

B. Minor or Related Area				
Course Number	Course Title	Semester Hours	Date Completed	Grade

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