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Program Handbook

PhD in Interdisciplinary Humanities

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About This Handbook

The content in this program handbook is accurate at the date of posting and is applicable for the current academic year. Program handbooks are updated annually, and students should ensure they are referring to the current version. Occasionally, changes to policy and program requirements do occur throughout the year so students should also check with their supervisor, program director / chair, or the Faculty of Graduate Studies and Postdoctoral Affairs on critical matters where they are unsure.

This program handbook should be read in conjunction with general policies and guidelines as outlined in the [Brock University Graduate Calendar](#) and the [Brock Faculty Handbook](#).

Cover Artwork:

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1 WELCOME

Welcome to the PhD in Interdisciplinary Humanities. Every year we are delighted to see new interdisciplinary projects take shape and to watch ongoing projects evolve through to completion.

Our Handbook is designed to give you up-to-date access to what you need to know as you progress through the programme. On behalf of the faculty and staff, we look forward to working with you and to your participation in the programme, the university and the community.

2 PROGRAM GOVERNANCE AND ADMINISTRATION

The PhD in Interdisciplinary Humanities has several governance and administrative bodies that support students and faculty.

2.1 Program Administration & Faculty

Administrative Contacts

Graduate Program Administrative Assistant (General Enquiries)

huma@brocku.ca 905-688-5550 (ext 3209)

Graduate Program Director (GPD)

Lissa Paul lpaul@brocku.ca

Associate Dean, Research and Graduate Studies

Elizabeth Vlossak evlossak@brocku.ca

Faculty

A full listing of Faculty, along with research interests, can be found on the Faculty of Humanities website [here](#).

2.2 Program Governance

An overview of Brock University's governance structure can be found on the [University Secretariat](#) webpages. The following committees and units are responsible for varying aspects of the governance and administration of the Interdisciplinary Humanities PhD program.

Faculty of Graduate Studies and Postdoctoral Affairs

The Faculty of Graduate Studies and Postdoctoral Affairs works closely with Brock's six academic Faculties — Applied Health Sciences, Education, Humanities, Mathematics and Science, Social Sciences, and the Goodman School of Business — to:

- support the growth and development of the graduate studies sector;
- integrate graduate studies into the research, pedagogical, and outreach missions of the University;
- provide quality administrative service and support to current and future graduate students, supervisors, and graduate programs; and
- offer competitive funding packages to financially support students through their studies.

Academic regulations and University policies are outlined in the [Graduate Calendar](#). All students are required to be aware of, and adhere to, these regulations and policies. Students who have maintained enrolment in each calendar year (May to April) may complete their degree using the Academic Regulations and program degree requirements operative in the year in which that program was entered, or any subsequent Calendar published while enrolled. Students who interrupt their studies for more than one calendar year (by not enrolling in at least 1 credit) become subject to the Calendar regulations in effect at the time of re-registration.

For more information, visit the [Faculty of Graduate Studies and Postdoctoral Affairs](#) website.

Faculty of Humanities

The Faculty of Humanities includes eight departments and several research centres and interdisciplinary programs. Humanities students at Brock study the human experience and interactions; explore cultural, intellectual, and artistic ideas from ancient times and worlds to the present; and in the process develop skills in critical thinking, problem-solving and communication.

Brock University Graduate Council

Brock's Graduate Council normally meets monthly and is chaired by the Dean of the Faculty of Graduate Studies. The Council provides a forum to exchange and discuss ideas and information about graduate programs and to advise the Dean of Graduate Studies on all matters pertaining to graduate studies at Brock.

Senate Graduate Studies Committee (SGSC)

This Senate standing committee oversees and makes recommendations on all matters directly related to graduate academic programs and related policies, considering and pursuing policy initiatives to enhance the academic programs, well-being and reputation of the University. Meeting schedules and minutes are available from the [University Secretariat's website](#).

Graduate Program Committee (GPC)

Graduate Programs at Brock are governed by a Graduate Program Committee (GPC), administered by a Graduate Program Director (GPD), and supported by a Graduate Program Administrative Coordinator (GPAC).

- **Graduate Program Committee (GPC):** The GPC has responsibility for recruitment and admissions, preparation of the Graduate Calendar submission, course offerings,

teaching allocations, scholarship adjudication, student progress, community liaison, responding to student concerns, program feedback, changes to the structure of the program and the selection of the Graduate Program Director. Normally, instructors will be limited to teaching no more than one HUMA course (required or elective) in any given year. An open call to teach courses from the course bank or for new course proposals will be sent to all faculty members each year and adjudicated by the GPC.

- The Graduate Program Committee is normally composed of the Graduate Program Director (who serves as Chair), six faculty members including all faculty members teaching in the program and one graduate student representative. Faculty members normally serve a three-year term and the student representative a one-year term.
- **Graduate Program Director (GPD):** The GPD is appointed by the Graduate Program Committee to oversee the graduate program. The GPD carries out all duties in regular consultation with the Graduate Program Committee. The Director has the support of an administrator/coordinator and receives an administrative course release. The usual term is three years.
- **Graduate Program Administrative Coordinator (GPAC):** The GPAC oversees the day-to-day operations of the program and provides administrative support to the Graduate Program Director.
- **Graduate Student Representatives (GSR):** Each September, students in the first year of study elect a representative who serves on the Graduate Program Committee for the duration of their program of study. If more than one nomination is received, students will elect the Student Representative by electronic ballot conducted by the GPD who will identify a neutral party to receive and tally the votes.

Responsibilities include providing a graduate student perspective in discussions of program issues, bringing graduate student concerns to the attention of the Graduate Program Director (GPD), serving as an information resource to other students, and facilitating graduate student social interaction (occurring in-person or online, as appropriate). Graduate Student Representatives are responsible for organizing at least one meeting of all interested graduate students to collect student feedback on the program that can inform decisions by the GPAC. The program also encourages students to elect a representative to the Graduate Students' Association (GSA).

Student representatives are excused from those parts of Graduate Program meetings where there is discussion of student admissions, student progress/evaluation, or any other confidential matters as determined by the Director.

3 FEES, FUNDING AND UNIVERSITY EMPLOYMENT

3.1 Tuition and Fees

The fee structure of degree programs offered through the Faculty of Humanities are as outlined by Brock University and the Faculty of Graduate Studies and Postdoctoral Affairs. Students

should consult the [Graduate Calendar](#), the [Graduate Tuition and Fees](#) webpage, and the information provided in their offer letter for the most current fee scale.

3.2 Funding and Financial Assistance

Many students require financial assistance to pursue their studies. Students in the Faculty of Humanities are eligible for a variety of funding options, including:

Brock internal funding support packages are available to eligible full-time PhD students. Personalized funding packages details are normally included as part of students' offer of admission and can differ from student to student. Funding sources may include:

- **Graduate Fellowships:** Fellowships are administered by the Faculty of Graduate Studies and Postdoctoral Affairs, Brock guarantees our full-time, research-based graduate students a fellowship for the defined length of their graduate program (unless the student receives external scholarship or funding).
- **Graduate Assistantships:** This is employment income earned through either a paid Teaching Assistantship (TA) position or paid Research Assistantship (RA) position. Rates of pay are governed by the [CUPE 4207 collective agreement](#). For more information, see 4.5 Graduate Student Employment.
- **Research grant contributions:** May be available from the student's supervisor or other faculty members.

External funding is generally secured by students through an application for grants and fellowships offered by provincial or federal governments, foundations or other agencies (e.g. OGS, SSHRC). Funding amounts are variable. Applications for external funding may be accepted prior to a student beginning their studies, or during their graduate studies.

A complete listing of available awards, amounts and payment schedules may be obtained by consulting the Faculty of Graduate Studies and Postdoctoral Affairs' [Funding Information](#) and [Awards and Scholarships](#) webpages.

Students should also check their eligibility to apply for loans through the [Ontario Student Assistance Program \(OSAP\)](#). Additional information is also available on [Brock's OSAP webpages](#).

3.3 Continuation of Financial Support

A student whose performance has been reviewed by the Program Committee and is judged to be unsatisfactory will normally receive written warning and suggestions for improvement each year. If the student's performance does not improve sufficiently within a reasonable time period or if a student fails to meet program requirements and is put on academic probation by a Program Committee decision, financial support may be reduced or discontinued. Written warning and an opportunity for improvement need not be given in cases of serious misconduct or serious neglect of duties.

It is recognized that difficulties may arise owing to inadequate transfer payments from the province, or to non-renewal of external research grants and contracts. However, the University will make every effort to maintain financial support for continuing graduate students at the

levels promised. Primary responsibility rests with the Program and the Faculty of Graduate Studies and postdoctoral Affairs, where decisions concerning admissions and offers of financial support are made.

3.4 Additional Support for Research Travel and Conferences

Support for research travel and conferences may come from a variety of sources, as noted below. However, students must also be prepared to cover at least some of the costs of conference attendance themselves. Please contact the appropriate group well in advance of the conference to apply for these funds.

- **Program:** Bursaries for travel to conferences are available from the program (\$400/fiscal year per student). The program also has \$100 that can be accessed for conference registration fees.
- **Faculty of Graduate Studies and Postdoctoral Affairs:** For more information on eligibility, please visit the [Conference Funds webpage](#).
- **Humanities Research Institute.**
- **Graduate Program Director:** Occasionally, the GPD may have a small amount of funds available to students for research expenses, including trips. Also, additional funds may be available for travel. Contact the GPD

Note: Reimbursement for conference attendance or travel requires submission of original, relevant receipts and boarding passes as well as proof of exchange rate, if applicable.

For further details, please see the [Travel, Meal and Hospital Expense Policy](#).

3.5 Graduate Student Employment

Full-time graduate students must limit their paid University employment to a maximum of 520 hours per year, with a maximum of 240 hours per academic term. This includes all paid employment on campus including Graduate Teaching Assistantships and Research Assistantships. If a student is expected to exceed 240 hours per term or 520 hours per academic year, there is a form available on our FGSPA Student Forms webpage ([see here](#)).

Note: In some cases, students receive Research Fellowships and Research Assistantship support to work on their own thesis research. In such circumstances, requirements as to maximum hours of work do not apply. However, when payment is for assistance with research not closely related to the student's thesis research, the average number of hours worked per week must not exceed ten (including TA hours, if applicable); the rate of pay will follow the Office of Research Services guidelines.

Graduate Student Teaching Assistantship Positions

Student Teaching Assistantships can include Teaching Assistant, Marker-Grader, Course Coordinator and/or Lab Demonstrator duties. Associated with a Graduate Student Teaching Assistantship is a nominal workload of 120 hours per term. For full regulations regarding TAs, including duties and rates of pay, see the [CUPE 4207 Collective Agreement](#).

In a student's first year, TAs are usually coordinated by the GPD and administered by the Department. In subsequent years students are responsible to apply for TA positions. Positions are listed at various times of the year on the Brock's HR webpage. All applicants must fill out the CUPE application form (found on the job postings page) and submit it along with a complete application package to the Department Chair. The distribution of these financial resources is carried out in a fair and equitable manner, taking into account the interests and abilities of the student and the availability of funds. PhD students are given preference in hiring according to the collective agreement.

Before the beginning of the fall term, the Chair of the Department where the TA position is held and the Instructor shall inform GTAs of their assignments and the nominal hours of work expected over the term. The nominal hours of work are estimates of the time, including preparation, which would normally be required by a graduate student to carry out the assigned duties.

Instructor Positions

Students may apply for instructor positions posted on the HR website. Instructor positions, including duties and rates of pay, are regulated in accordance with the [CUPE 4207 Collective Agreement](#).

Students will need approval to work extra hours to apply on instructor positions. Only students who have completed all program requirements but the thesis will be permitted to work as instructors.

4 SUPERVISION & COMMITTEES

Graduate research is recognized as a partnership involving students, supervisors, and the program. For students, graduate studies often represents a career development path that leads to gainful employment. To achieve this within a reasonable timeframe, proper supervision is a key element and it is vital that students be provided with responsible, professional supervision that is sensitive to student needs and free of personal conflict that might interfere with intellectual development. The quality of supervision is an important variable contributing to the quality of the thesis, and to a suitable completion time for the thesis work.

For overarching regulations regarding Graduate Supervision and Supervisory Committees, visit the Faculty Handbook Section 3B 9.1: [Graduate Supervision and Supervisory Committees](#).

4.1 PhD Supervisor

The Thesis Supervisor assumes primary responsibility for the student's thesis work.

Supervisory privileges will be granted to all faculty members. Adjuncts, including emeriti, will not be granted supervisory privilege but may be allowed to serve on supervisory committees at the discretion of the Program Committee. Faculty members who lack PhD and/or MA thesis

supervisory experience may be assigned a mentor in their first assignment as thesis supervisor in the program. The Program Committee may also appoint a co-supervisor to ensure quality of supervision. The Program Committee may withdraw supervisory privileges if important concerns are raised about the quality of the supervision. If such concerns are raised, the GPD will initiate discussions with the supervisor and the Program Committee. Before withdrawing supervisory privileges, the Program Committee may decide to appoint a co-supervisor or a mentor.

It is recognized that, when faculty members agree to supervise a graduate student, they assume a number of responsibilities and carry certain duties, many of which are not formally identified in the designation of workload. Rather, the intention is to provide some principles designed to enhance academic quality, safeguard student welfare, and expedite progress to satisfactory completion of degree requirements.

Responsibilities of Thesis Supervisors: Assisting Students to Achieve Their Scholarly Potential

The student has the right to expect expertise and accessibility from the supervisor. It is reasonable to expect that the supervisor offer assistance with the design, planning, and conduct of feasible research projects; introduce the student to the network of scholars or scholarly work in the area of specialization; encourage and support scholarship and fellowship applications; encourage conference attendance; and provide support for the presentation and publication of the research results.

Additional Guidelines for Supervisors

- Be reasonably accessible to the student for consultation and discussion of academic progress, research problems, course selection, etc.
- Communicate with the GPD on the student's progress, respond to queries from the GPD and Program Committee regarding any concerns, and be available to meet with the GPD when needed.
- Work with the student and the GPD to co-ordinate and schedule the Written and Oral Comprehensive Exams.
- Offer supervision and advice appropriate to the stage of the student's work (proposal stage, problem design stage, analysis and writing stage, oral defense stage, and with the publication of results).
- Help the student establish and modify a suitable timetable for completion of the various stages of the thesis requirements.
- Give timely response to written work with constructive suggestions for improvement.
- As indicated in the University's Policy on Intellectual Property, inform the student that the responsibility for utilization and publication of data is held jointly by the supervisor and the student, and endeavour to clarify early in the program some general principles regarding publication credit (and patent rights should that be relevant to the research).
- Assist the student with attempts to acquire external funding or provide such funding, when possible. In addition, support students financially, when possible, to permit attendance at conferences.

- Conform to basic principles of academic integrity and professionalism in the development of a mature and objective relationship with the student.
- Make a suitable alternative arrangement for supervision when on extensive leave or absence from the university.

4.2 Supervisory Committee

Supervisory Committee Selection

The Supervisory Committee is composed of the Thesis Supervisor and two other faculty members who are members of the Core Faculty. One of the members of the Supervisory Committee may be from outside the program, subject to approval by the GPD and the Program Committee. The members of the Supervisory Committee who are not the Thesis Supervisor play a similar role to that of the Thesis Supervisor, but do not have primary responsibility for the student's work (see specific responsibilities below). The composition of the Supervisory Committee must be approved by the GPD and must be in place and operational by no later than August 31 at the end Year 1. Any changes must be approved by the GPD.

Selection of faculty to serve on thesis committees is the joint responsibility of the student and the thesis supervisor. Faculty members who are requested to serve as Supervisory Committee Members are not obligated to do so, but reasons for not serving should be made clear.

Note: The student, with the supervisor's approval, must notify the GPD in writing about the committee membership and the approximate date when membership was finalized. Decisions with respect to the make-up of the Supervisory Committee are expected to be finalized by August 31 at the end Year1.

Supervisory Committee Responsibilities

Supervisory Committee Members are expected to follow the guidelines laid down for the primary supervisor with the exception that they do not have primary responsibility for the student. It will be the responsibility of the Supervisory Committee to:

- review the student's progress at least once a year (usually in preparation for the PhD Progress Report), with the student and supervisor, maintaining a record that these consultations have occurred;
- meet at least once to review and formally approve the proposed thesis research presented to the committee as a thesis proposal. This provides a mechanism for committee members to suggest improvements and to record their ideas about the work before it is undertaken;
- sit on the comprehensive examination committee;
- read and approve of the thesis before it is sent out to an External Examiner. The entire Supervisory Committee should agree upon major changes to a proposal or thesis before it is sent out;
- indicate that the thesis is ready for the defense by signing the Thesis Approval Form, which is submitted to the Graduate Program Director;

- participate in the oral defense as scheduled.

4.3 Meetings

It is difficult to conceive of a successful collaboration between graduate student and supervisor without effective, regular consultation. This means that there should be regular meetings between Student and Supervisor and with the Supervisory Committee during all stages of the program, including course work, research, writing and defence of the thesis.

Regular consultation also implies that Graduate students have the right of reasonable access to their supervisors. The Graduate students and supervisors should establish and maintain a regular schedule of meetings; however, the frequency of meetings at any given time depends on the stage and nature of the research project.

4.4 Monitoring Student Progress

Upon registration, students will consult closely with their Thesis Supervisor and the GPD to plan a program of study and develop a thesis topic. If the GPD, the Program Committee, the Thesis Supervisor, or members of the Supervisory Committee have expressed concern about a continuing graduate student's progress at the time of the annual report, that student may be asked to prepare an additional report. Progress deemed to be unsatisfactory will form the basis of a recommendation to the Dean that the student be put on academic probation or withdrawn from the program. If a student has a standing of less than B (i.e., 70%) in at least one half-credit course, continuation in the program will be subject to review by the Program Committee.

Initiated by the Faculty of Graduate Studies and Postdoctoral Affairs, the student must report on their progress annually, normally in the winter term each year, via the online PhD Progress Report in BrockDb. Students will receive an email noting that the report has been initiated, and will have an opportunity to outline all relevant information requested on the report. The student's supervisor and Graduate Program Director will also review and report on the student's progress in consultation with the student and supervisory committee.

5 PHD PROGRAM DETAILS

5.1 Program Overview

Brock's Interdisciplinary Humanities doctoral program provides students with a focused context in which to engage with topics integral to the contested notions of knowledge, values, and creativity, as reflected in the specific fields of Critique and Social Transformation, Culture and Aesthetics, Technology and Digital Humanities, and Ways of Knowing.

Students pursuing the PhD in Interdisciplinary Humanities will have the opportunity to collaborate across disciplines. The program is committed to providing a rigorous interdisciplinary teaching and research environment that nurtures scholarly and creative

activity. Such endeavours aim to investigate the past as well as influence the ways in which reflection and creation contribute to the further unfolding of society and culture.

5.2 Degree Requirements

The PhD in Interdisciplinary Humanities is designed as a 4-year program involving a combination of coursework, comprehensive exams, the conduct of an original research program, and the writing and subsequent defense of a dissertation. The 'Academic Performance and Progress' section of this describes the suggested timeframes for completion of degree milestones.

Students should consult with their supervisor when planning a program of study. The student's plan of study must be approved by the Graduate Program Director.

Students are required to successfully complete:

- HUMA 7P01*
- HUMA 7P02*
- HUMA 7N07 (a compulsory non-credit research and professionalization seminar taken in the first and second year)
- four additional half-credit courses from program course offerings or approved electives
- a language exam that demonstrates reading competency in a language beyond English (unless granted an exemption by the GPC, typically because the student is a native speaker of another language)
- written and oral comprehensive exams
- a capstone project proposal
- a capstone project
- a capstone project defence.

- Thesis proposal
- Thesis defence

Notes on the Language Requirement

Students are required to demonstrate reading competency in a language other than English by means of a written examination. At the discretion of the GPC, however, students with a first language other than English can apply for an exemption, especially if that language is integral to their doctoral work. Otherwise, students will translate a short passage of approximately 750 words into English. Use of a dictionary is permitted. The exam is pass/fail and may be taken as many times as is necessary for the student to pass the exam. The student is responsible for informing the GPD that she or he is prepared to write the exam, and the student must pass the exam before defending her or his thesis. The GPD will select texts in the language chosen by the student and their supervisor. The GPD will administer the exam. The exams will be anonymized and assessed by one examiner. Students will have 2 hours to write their exam.

The language chosen is to be related to the program of study and must be approved by the supervisor. In cases where no other language than English is relevant to the program of study, reading competence in French will be required. Evidence of passing a similar language exam in

an MA degree may take the place of the PhD language exam at the discretion of the GPD and the Program Committee

Course Offerings

Please note: Course offerings may change from year to year, and only a selection of the courses listed below will be offered each term. In general, HUMA 7F90, 7N07, and 7P05 are offered every year; HUMA 7P01 and 7P02 are offered alternating years; and a selection of elective courses is offered each year. Students should consult the academic timetable and the program website for the schedule of current course offerings.

5.2.1 Course Descriptions

#HUMA 5P71 - Humanities Computing

(also offered as HIST 5V71)

Use of the computer for research, teaching, and expression in the Humanities to support teaching and research, including topics such as text analysis, high performance computing, Geographic Information Systems, quantitative methods, photo-editing and animation, simulations, and serious games.

#HUMA 5P83 - Graduate Seminar in Political Theory (Political Theory for Posthumans)

(also offered as POLI 5P83)

A comparison of important and opposing contemporary approaches to the interpretation of major texts or issues in political theory.

HUMA 7F90 - PhD Thesis

Preparation, public defence, and examination of a thesis that is interdisciplinary in approach and that demonstrates the candidate's capacity for independent thought and study.

HUMA 7N07 - Professionalization and Research Seminar

Non-credit compulsory research seminar for first and second-year students. Forum to develop thesis research topics and academic skills.

HUMA 7P01 - Interdisciplinary Research and Writing in the Humanities

The nature and academic requirements of interdisciplinary studies, including research methodologies and resources. Focus on reading, discussion, writing, and the ongoing construction of an interdisciplinary thesis in the Humanities.

HUMA 7P02 - Fields of Interdisciplinary Study

Introduction to the four fields of the Interdisciplinary PhD in Humanities: 1) Epistemologies; 2) Critique and Social Transformation; 3) Culture and Aesthetics; 4) Technology and Digital Humanities.

HUMA 7P05 - Teaching Apprenticeship

Participation in the development and delivery of an undergraduate course under the mentorship of a Brock faculty member. Development of a teaching portfolio.

Prerequisite(s): HUMA 7P01, 7P02 and four additional half-courses. Completed thesis proposal.

Note: This course will be evaluated as Credit/No-Credit; it will not count towards the degree but will be transcribed. HUMA 7P05 cannot be used as an elective to fulfill the PhD in Interdisciplinary degree requirements. A course outline delineating the topic, reading list and list of requirements must be submitted to the GPD one week prior to the start of the course.

HUMA 7P21 - Buddhism and Psychoanalysis

Interdisciplinary study of the relationship between Buddhism and psychoanalysis as it has developed from Freud to the present. Theorists such as Freud, Hui-neng, D.T. Suzuki, Lacan, Mari Ruti and Žižek.

HUMA 7P32 - Text, Context, Intertext in Narrative: Constituting and Locating the Self in Culture

Interdisciplinary, intercultural and comparative approach to the study of narrative as it contributes to the construction of the self and cultures. Analysis of orality, storytelling, performance, narrative, memory, and cultural identity. Authors may include Benjamin, Ong, Ricoeur, Lejeune, White, Taylor.

HUMA 7P33 - Trauma, Subjectivity, and Culture

Trauma studies as a field of interdisciplinary study. The relationships among trauma, subjectivity, art, and culture studied through selected theorists, such as Caruth, LaCapra, and Scarry, and selected works of art.

HUMA 7P34 - Immanence, Aesthetics, Politics

An investigation into the implications of systems of immanent thought for questions of aesthetics and politics. Thinkers include Bergson, Bradotti, Colebrook, Deleuze, Guattari, Manning, Massumi, Negri, Spinoza, and Whitehead.

HUMA 7P37 - Genre and Cultural Production: Form and Meaning

Genre theory and criticism of cultural productions such as film, television, literature, print, and music.

HUMA 7P51 - Hermeneutics of Personal, Social, and Artistic Transformation(s)

Theories of interpretation structure subjective and intersubjective experience. Theorists may include M. Heidegger, H. G. Gadamer, P. Ricoeur, H. Marcuse, R. Ingarten, M. Foucault, and J. Habermas.

HUMA 7P52 - Feminist Theory and Knowledge Production

Investigates the production of knowledge in relation to gender, sexuality, race, and class. Key sites of inquiry include futurity, inequity in academe, neo-colonialist fantasies about Muslim women, and struggles among different groups of academic feminists (such as neo-liberal humanists versus anti-racist feminists). Authors may include Wiegman, Sedgwick, Ahmed, Looma, Messer-Davidow, and Love.

HUMA 7P53 - Colonial/Post-colonial Histories

Examination of colonial and post-colonial history, fiction, and art in colonial and settler-colonial societies.

HUMA 7P54 - Subjectivity Beyond Postmodern Global Capitalism

An examination of the possibilities of reconstituting subjectivity outside the logic of capitalist identity, through theory and literature. Writers include Gabriel Garcia Marquez, Thomas Pynchon, RD Laing, Felix Guattari, Giorgio Agamben, Maurice Merleau-Ponty and others.

HUMA 7P55 - Fanaticism: Political and Aesthetic Dimensions

Analysis of texts and art related to political, religious, and aesthetic extremism, excess, passion – and their value-counterparts: moderation, balance, and reason. Discussions and debates will focus on how these conceptual dichotomies have shaped thought, dissent, and creative activity from the ancient world until the present.

HUMA 7P56 - Consumerism as Worldview

Explores the origins, nature and implications of consumerism as a worldview from historical, philosophical, political, cultural and ecological perspectives. Themes to be examined include: commodification; branding; 'McDonaldization'; citizen/consumer and modern/postmodern divide; historical progress; and technology and ideology. Authors may include Marx, Arendt, Heidegger, Baudrillard.

HUMA 7P57 - Current Questions about Education, Democracy and the Public Good

Examination of current and historical perspectives on the relationship between democracy and education, and threats to the public good. Humanities approach to education that explores populism, radicalism, political apathy, individualization, academic freedom, and indoctrination.

HUMA 7P58 - Thinking and Representing the Anthropocene and Extinction

An interdisciplinary examination of the philosophical and cultural meanings of the Anthropocene and extinction.

HUMA 7P71 - Theory and Praxis of Digital Humanities

Introduction to computationally-supported methods and applications for analysis, expression, and teaching in the digital humanities. Course will provide readings on topics ranging from agent-based simulations to text analysis, and practical instruction in 3D modeling and Geographic Information Systems. Note: No programming skills required.

HUMA 7P72 - Deep Maps in the Digital Humanities

Course provides a theoretical and practical overview of evolving expressive forms in the digital humanities, with a specific focus on the deep map. Students will review extant literature on the deep map, and participate in the conception, creation and design assessment of a proposed innovation for the Deep Map, expressed in Augmented Reality.

HUMA 7P73 - Principles of Interactive Media: Theory and Design

Key theoretical concepts and debates related to interactivity, games, participatory media, and design. Analysis of interactive texts including videogames, augmented reality platforms, and social networking sites.

HUMA 7P74 - Prototyping humanities scholarship in unreal times

Interdisciplinary study of realist and non-realist techniques in literature and the digital humanities. Humanities approaches to prototyping visualizations, maps, and virtual reality

artifacts, with a focus on critical analysis and open access publication. No previous technical expertise whatsoever assumed.

HUMA 7P75 - Digital Literacies

History and practice of digital literacies through a blend of theoretical and applied approaches. Examination of topics such as Actor Network Theory, Black Code Studies, and Surveillance Capitalism. No prior technical skills required.

HUMA 7P76 - The Long Cybernetic 20th Century

History of cybernetics examining principal works and representative manifestations in popular journalism, literature and film, as well as post-cybernetic theoretical appropriations in key theoretical works.

HUMA 7P90 - Directed Reading

Research course with directed study and regular meetings with a faculty member, covering topics not offered in a designated course, and with permission of the Graduate Program Director.

5.2.2 Coursework Evaluation

Faculty must provide students with a course syllabus, including an evaluation scheme, in the first week of class. All course grades must be submitted on or before the deadline listed by the Faculty of Graduate Studies via BrockDB GradeBook; the GPD will subsequently approve those grades. Only the Faculty of Graduate Studies may release final grades.

As a result of regulation adopted by Senate, all courses except for the thesis must be given a numerical grade. HUMA 7N07 and HUMA 7P05 will be graded SA/IN and CR/NC respectively.

Students must meet the minimum academic performance criteria set out in the Brock University [Graduate Calendar](#) (see Academic Regulations and University Policies, Section X). Course evaluation information is also available in the [Faculty Handbook](#) (Section 3B, #10 Evaluation).

5.2.3 Course Feedback

Students will be given an opportunity to evaluate each course and instructor(s) at the end of each term. General feedback from students regarding the program is encouraged. They are encouraged to approach their supervisor, other members of their Supervisory Committee and/or Graduate Program Director. Students may also wish to raise concerns with the Student Representative.

5.3 Comprehensive Examinations

The comprehensive examinations are typically completed by the end of Year 2 of the program. The comprehensive exams consist of two written examinations (general and specific) and one oral examination. Students must complete all of their course requirements before they take the comprehensive examinations. All exams are graded pass/fail. Each exam has a separate

examination committee whose members grade the exam (see below). Both examination committees, along with the GPD, will constitute the oral examination committee.

Towards the end of their first year in the program, students and their supervisors will create and submit to the GPD reading lists of 35 texts for each written exam. For the specific exam, the student, in consultation with his or her supervisory committee, will devise a reading list that covers the broad field related to his or her research. While some of these texts might duplicate those that are on the thesis bibliography, this exam is to cover a wider area than the narrow thesis topic. The program's four standard reading lists in place for the general exams will serve as a starting point for the general exam reading list, with at least 14 texts chosen from each of the standard lists for the student's two chosen fields, with the option of substituting five alternative texts.

Normally, the student will begin writing her or his comprehensive examinations towards the end of their second in the program. Two months before commencing to write, the student will notify the GPD of her or his intention to write the exams. At that point, The GPD will provide an opportunity to the student to exclude potential examiners.

By the end of Year 2, students will be given exam questions for both the general and specific comprehensive exams. In response to each question, students will write an essay of roughly 10,000 words, excluding notes and bibliography. The essays must be original work. Students may not show the supervisory committee or exam committees drafts of the exams. Exams submitted after the deadline will receive a failing grade, and the student will be withdrawn from the program. Requests for extensions must be approved by the program committee and will be granted only on documented medical / compassionate grounds. The GPD will then circulate the exams to the examination committees (see below), who will return a grade of pass or fail within a week of receipt. The exams will be evaluated for the comprehensive and thorough knowledge they display of the exam reading lists, the depth of the intellectual engagement with these texts and the development of the student's thinking in her or his research area, and the quality of the writing. The student must pass both written exams in order to proceed to the oral examination, which will take place no later than August 31.

The student must pass all three exams in order to advance to ABD status. If the student fails a written exam, the examination committee will provide the student with written commentary upon the specific areas in which the exam falls short. The student will then be given an opportunity to revise the exam in light of the commentary. The student must submit the revised exam for regrading no later than two weeks after receiving the examination committee's written commentary. If the student fails the oral exam, she or he may retake the exam within three months of the initial oral exam. Any student who fails any one of the three exams more than once will be withdrawn from the program.

Exam #1: Specific Field

The examination committee will consist of the student's supervisory committee. At least one month prior to the commencement of writing, the student will propose three exam questions in consultation with the supervisor. The supervisor (who may, of course, consult with the rest of the thesis committee) will choose one of these questions for the exam and submit it to the GPD. The question will not be shared with the student before the commencement of the exam. Unanimity among the examiners is not required for a passing grade. If all members, except for one, agree that the examination is satisfactory, the student passes. If more than one member of the committee deems the examination unsatisfactory, the student fails.

Exam #2: General Fields

The examination committee will consist of the student's supervisor and two other members from the list of HUMA core faculty members. At least one month before the commencement of the exam, the examination committee will choose two questions from the program's bank of questions posted on the program's web site and submit them to the GPD. The student will be provided these two questions at the commencement of the exam and will answer one of the two questions. All members of the committee will grade the examination. Unanimity among the examiners is not required for a passing grade. If all members, except for one, agree that the examination is satisfactory, the student passes. If more than one member of the committee deems the examination unsatisfactory, the student fails.

Exam #3: Oral Exam

Once the student has passed the two written exams, he or she will take the oral exam. The GPD or designate will chair the oral exam. The student's supervisor may not chair the oral exam. The examiners will consist of the examination committee from both Exam #1 (Specific Field) and Exam #2 (General Fields). The length of this exam is three hours.

The oral exam will consist of questions and answers related to the two written exams. It may begin with a statement by the student that clarifies some points he or she made in the written exams, or the student's supervisor might choose to begin with a question. The purpose of this exam is to ask questions about the written exams and to draw out some of the relationships between the two general interdisciplinary fields and the field of the student's thesis research.

All members of the committee will grade the examination. Unanimity among the examiners is not required for a passing grade. If all members, except for one, agree that the examination is satisfactory, the student passes. If more than one member of the committee deems the examination unsatisfactory, the student fails. The Chair does not have a vote.

Oral examinations will be recorded. The recording will be kept confidentially in electronic format in the student's file by the GPD. The audio file will be destroyed once the student graduates or leaves the program.

5.4 Capstone Project

5.4.1 Capstone Project Overview

The capstone project will be completed in Year 4 and should reflect the interdisciplinary nature of the degree. The length and format of the final submission will be determined by the student in consultation with his or her supervisor and approved by the Program Committee. Normally a thesis will be 250-300 pages. For information on the thesis and the defense, see Section II of this handbook.

5.4.2 Capstone Pathway Options

There are four capstone pathway options available to students: dissertation, suite, research-creation, and thesis by project. All capstone pathways must reflect the interdisciplinary nature of the degree and must demonstrate the candidate's capacity for original thought, independent study, and the ability to produce high-level work in one's field. All capstone pathways are required to be rigorous scholarly works which develop a clear argument, articulate the place of the project within the existing literature in the field, and state the significance and importance of the project for the humanities. All capstone projects require a public defence. In the case of research-creation and thesis by project capstone project, the format of the defence will be determined by the student's supervisory committee and approved by the program committee. As with the dissertation and suite defences, the defence committees for research-creation and project capstone projects will include an external examiner and an internal external examiner.

Students must identify which capstone pathway they will pursue in their application to the program. A student's request to change capstone pathways must be approved by the supervisor and supervisory committee, in consultation with the Program Director. All capstone pathways must be completed by the end of year 4 of the program, including the public defense and any other component required.

Option 1: Dissertation

The student will complete a written manuscript on their research topic. The length and format of the final submission will be determined by the student in consultation with their supervisor, supervisory committee, and Program Director. Normally a dissertation will be 200-300 pages.

This capstone pathway envisions students presenting their scholarly investigations in the form of a monograph.

Option 2: Suite

The student will complete a collection of essays on a common theme. Though composed as stand-alone pieces, each essay is modelled as a journal article and highlights different dimensions of a shared question/investigation, without specifically linking to a single argument on that subject. A variation on the dissertation, the length and format of the final submission

will be determined by the student in consultation with their supervisor, supervisory committee, and Program Director. Normally a suite will be 200-300 pages.

This capstone pathway envisions a series of linked essays which would allow students to move material quickly to publication.

Option 3: Research-creation

The student will complete a research-creation project combining creative practice in their chosen media with scholarly investigation. Their final project may include non-textual components—such as, but not limited to, digital media, audio, and/or visual production—accompanied by a written scholarly text of 100-150 pages. Students must demonstrate their capacity to complete the research-creation project in the proposal. This includes listing skillsets (e.g., 3D modelling, film/video editing, painting) necessary for completing the project.

This capstone pathway allows students to engage in their creative practice while integrating their scholarly investigations.

Option 4: Thesis by project

The student will complete a thesis by project combining the design of a project with scholarly investigation. Their final project may include components such as construction of digital projects (e.g., curated digital materials, data visualizations, GIS projects), reports, policy briefs, exhibit catalogues, or any documentation describing the project and pertaining to it. These components will be accompanied by a written scholarly text of 100-150 pages. Students must demonstrate their capacity to complete the research-creation project in the proposal. This includes listing skillsets (e.g., computer programming) necessary for completing the project.

This capstone pathway allows students to pursue new digital forms, collaborate with non-academic bodies such as NGOs, cultural institutions, and businesses, and to develop concrete applications that integrate their scholarly investigations.

5.4.3 Capstone Project Proposal

By April 1 of Year 3, students will submit their final, revised, capstone project proposal and bibliography to the Supervisory Committee and the GPD for approval. The proposal will be 20-25 pages. The project topic is to reflect the interdisciplinary nature of the program. The proposal is to reflect on-going work with the supervisor and must be approved by the Supervisory Committee and the GPD no later than April 30, Year 3. The supervisory committee will meet with the student to discuss the proposal. The student will make a short presentation and answer queries from committee members. The Supervisory Committee will then decide whether to approve the proposal or request revisions. If a student's proposal is not approved by the Supervisory Committee and the GPD/Program Committee, the student will be withdrawn from the program.

In cases where the Supervisory Committee approves a proposal but the GPD has concerns about the quality of the proposal, the GPD will discuss those concerns with the student supervisor. If disagreement persists or if the GPD is concerned that there is no plan in place to address the shortcomings of the proposal, the GPD will consult with the Program Committee and assess whether to approve the proposal or not. The Program Committee may opt to

- Approve the proposal as submitted
- Approve the proposal as submitted and offer recommendations on how to address the concerns and successfully complete the project
- Request revisions prior to approval
- Not approve the proposal

The Program Committee will notify the student and the supervisory committee of its decision in writing. The letter will delineate the reasons for the decision, provide suggestions for revisions if appropriate, and will set a reasonable deadline for the proposal's resubmission for approval if appropriate. The revised proposal will be submitted to the Supervisory Committee and GPD who shall assess the proposal anew and in light of the requests for revisions. The process of approval/non-approval is the same as for the first submission of the thesis proposal.

5.5 Doctoral Thesis

5.5.1 Procedures

Please review:

- Faculty Handbook Section 3B: 9.4 [Thesis Defences](#).
- Faculty of Graduate Studies and Postdoctoral Affairs guidelines, as set out in the [Doctoral Thesis](#) webpage. Note there are resources specific to [Doctoral Thesis Defence Procedures](#).

Graduate thesis defences will normally be open defences. The arrangements for a thesis defence will commence once all members of the supervisory committee have signed off, indicating their approval that the student and the thesis are ready for defence. The examination committee of a doctoral defence will minimally comprise the supervisory committee, an internal examiner (from outside the graduate program but within Brock University), and an external examiner. The approval of the external examiner is the responsibility of the Dean of Graduate Studies or designate. The External Examiner Approval form can be found [here](#). A thesis defence will typically occur **four to six weeks** following the external examiner's receipt of the thesis document. External examiners produce a report identifying whether or not the thesis is ready for defence. This report is then shared with the examination committee and the graduate student prior to the defence. The Faculty of Graduate Studies outlines the required [format and procedures for a doctoral defence here](#). The Dean of Graduate Studies or designate will chair doctoral defences. Following a thesis defence, students should typically be given two to four weeks to complete minor revisions, which are to be approved by the graduate

supervisor, or four to twelve weeks to complete major revisions, which are to be approved by the graduate supervisor and the chair of the defence. For more information about thesis defences, please visit the [Graduate Calendar](#).

5.5.2 Committee Composition

Examining Committee

The examination committee of a doctoral defense will minimally comprise the supervisory committee, an internal/external examiner (from outside the graduate program but within Brock University) and an external examiner. The approval of the external examiner is the responsibility of the Dean of Graduate Studies or designate. The Dean of Graduate Studies (or designate) will serve as Chair.

External Examiner

The External Examiner must have the expertise required to assess the thesis's content and methodology. The scholar must be external to the University and not have participated in any way in the thesis project. He or she will be principally responsible for provision of an independent, objective evaluation of the academic quality of the thesis. She or he will normally be a full professor and a member of the faculty of graduate studies at his or her institution. In some cases the external examiner may be at the rank of Associate.

In preparation of the submission of the thesis, the student and supervisor must provide the following to the GPD:

- a) the names of the Supervisory Committee
- b) a list of two to four candidates to serve as External Examiner. The list should provide the contact information of each candidate, and a brief statement of each candidate's qualifications
- c) a list of two to four candidates to serve as Internal/External Examiner
- d) the thesis title
- e) page length of the thesis text (excluding references and appendices)
- f) an abstract of the thesis

Upon receipt of the list of External Examiners the GPD will review the list for approval. They shall determine the nature and extent of contributions made to the thesis during its development by all potential External Examiners. Casual knowledge of the thesis by a potential External Examiner shall not necessarily constitute grounds for precluding such an individual from invitation. Once the list of candidates has been approved, the GPD will forward the list to the Dean of Graduate Studies. The Dean of Graduate Studies will approve a ranked list of potential external examiners and the GPD shall invite them to serve according to this approved list. The Dean's decision on the list is final. The Dean of Graduate Studies appoints the external examiner.

The External Examiner will write a letter to the Dean indicating if the thesis is of sufficient quality to merit an Oral Defence. This letter must be received at least one week prior to the

scheduled thesis defence. The letter will be made available to the candidate and supervisor. If this letter is not received at least one week prior to the scheduled defence, the defence will be postponed to a later date.

Internal/External Examiner

The internal/external examiner brings breadth to the examination process. They need not be an expert in the area covered by the thesis but must have an interest and competence in the area. The same criteria apply to the internal/external examiner as to the external examiner: they must be at arm's length and they must be, preferably, at the rank of full professor. The list of potential internal/external examiners will be approved and ranked by the Dean of Graduate Studies.

5.5.3 Capstone Project Proposal

Graduate students must submit a capstone project proposal in accordance with, the Faculty Handbook section 3B:9.2: [Graduate Research Proposals](#), as well as any additional procedures set by the graduate program. The proposal must be approved the student's Supervisory Committee and the GPD. This will be completed by April 30 of Year 3.

During the composition of the capstone project proposal students are encouraged to meet informally with members of their Supervisory Committee to discuss and refine their ideas. Students should expect to complete revisions on the proposal. It is therefore advised that students circulate an early draft of the proposal in January of Year 3. When students have completed a final draft of their written proposal, the Committee will have an official proposal meeting with the student. More than one official meeting of the Supervisory Committee may be required before a thesis proposal is approved.

The contents of the written proposal are to be determined by the committee. Minimally, it should include an introduction, literature review, outline of research questions and objectives, description of methodology and theoretical framework, and references. A supervisory committee may request that other elements be included as relevant to the project. The rationale for the project and hypothesis should be clearly stated. It should 25 pages maximum.

All committee members will read the proposal and discuss potential revisions in argumentation, required documentation or methodology with the student. When committee members are satisfied that the proposed project is viable, they will sign the Proposal Approval Form. The Thesis Supervisor will then forward it to the GPD and the process delineated above will be followed for final approval. The student must inform the Supervisory Committee of any substantive changes to the project after the original proposal is approved.

Following approval of the research design, human or animal ethics approval (or any other necessary approval) must be secured prior to the commencement of the research study.

5.5.4 Pre-Defence Thesis Document Submission

For overarching regulations regarding Graduate Theses, visit the Faculty Handbook Section 3B 9.3: [Graduate Theses, Project and Major Research Paper Documents](#).

Please also refer to the Faculty of Graduate Studies and Postdoctoral Affairs' [E-Thesis Format Specifications](#) for requirements regarding thesis formatting, style, etc. For further information on matters of organization, style and presentation, consult the Modern Language Association Style Manual (Current Edition), paying special attention to the section on theses and dissertations.

The candidate must submit 3 copies of the approved thesis, with the Thesis Approval Form appended, to the Graduate Program Director. The student is required to provide the Supervisory Committee with additional copies of the manuscript if requested. The thesis must be presented at least seven weeks in advance of the anticipated date for the oral defense, to permit the circulation of the thesis to external and internal/external examiners and the reception of their report. The manuscript may be submitted electronically but hard copies are required for the external and internal/external examiners.

A submitted thesis must be accompanied by a Thesis Approval Form (see Faculty of Graduate Studies). The form attests that the student's supervisor and committee members have approved the thesis for submission. The Graduate Program Director will adjudicate all disputes between students, supervisors and Supervisory Committees regarding submission of the thesis. If a student is dissatisfied with the judgment proposed by the GPD, the candidate may appeal to the Dean of Graduate Studies.

5.5.5 Thesis Defence

On the day of the examination, the GPD (or designate) will take copies of the Report of Graduate Thesis Examination Board and one copy of the Certificate of Approval forms to the examining room and ensure that the room is arranged in a suitable fashion. The Chair of the Examining Committee directs the proceedings of the thesis defense. The oral examination will be open to anyone who wishes to attend, but only the candidate and members of the examining committee may participate in questioning. At the beginning of the defense, the Chair of the Examining Committee will describe the rules to be followed and ensure that the candidate and all members of the Examining Committee are familiar with those rules.

The Candidate will present a public seminar outlining the thesis (not to exceed 30 minutes).

This will be followed by a period of questioning by the Examining Committee during which the student should be the only person responding to the questions. The order of questioning will be: the External Examiner, the Internal/external Examiner, and members from the Examining Committee as directed by the Chair, and finally the Thesis Supervisor. The Chair of the Examining Committee may pose questions at any time.

In the first round of questioning, each questioner will have a maximum of 15 minutes to ask questions. There can be second and subsequent rounds of questions. The order and timing of questions at this stage is at the discretion of the Chair of the Examining Committee.

When the questioning process is complete, the Candidate and anyone else who is not an Examining Committee member will be asked to leave the room and the Examining Committee will meet to come to a decision with respect to the acceptability of the thesis and the defense.

Last-Minute Absence of a Chair or Committee Member

Occasionally, because of illness or accident or any other unforeseen circumstance, a member of an Examining Committee may be unable to attend a scheduled Defense. To enable the exam to proceed, the following procedures should be followed:

- a) The Administrative Assistant will inform the Candidate and the Examining Committee of the delay of the missing committee member. If the member is still in transit, or a replacement for the missing committee member is being located, the Administrative Assistant will inform the Examining Committee of the member's or substitute member's expected time of arrival, and the time when the Defence will re-convene.
- b) If the Supervisor is absent, an existing member of the Thesis Supervisory Committee will be appointed as Acting Supervisor by the Chair, after an in-camera discussion with members of the Examination Committee.
- c) If the Chair of the Examination Committee is absent, the Dean of Graduate Studies Office will arrange for a replacement within one hour.
- d) If the External Examiner is absent, the External Examiner's responsibilities and vote will be assumed by the Chair. The Chair will pose the questions submitted by the External Examiner.
- e) If an Internal Examiner from the Thesis Supervisory Committee is absent, another member from the same committee will represent the absentee member. The designate will pose the questions provided by the missing member. If an appropriate designate from the Thesis Supervisory Committee cannot be located, the Chair will act on behalf of the absentee member.

The examination must be postponed and re-scheduled at the earliest possible convenience of the student if the External Examiner or the Supervisor fail to notify or appear within one hour of the scheduled time for the Defence. The examination must also be re-scheduled if two members of the Examination Committee fail to appear. Otherwise, the exam is to proceed according to the above procedures, even if the Examination Committee includes only the External Examiner and one Internal Examiner from the Supervisory Committee.

5.5.6 Evaluation and Possible Outcomes

Dissertation grades for doctoral programs shall be reported to the Faculty of Graduate Studies as either a Pass or Fail grade. A Passing grade must be further differentiated as one of: Acceptable as is, Acceptable with minor revisions, Acceptable with major revisions. A failing grade will be awarded if two or more committee members find the thesis unacceptable or if the External Examiner does not approve the thesis. If a failing grade is awarded for a thesis, the student will normally be withdrawn from the program. For full information, please see the Brock University [Graduate Calendar](#) (see Academic Regulations and University Policies, Section X). Dissertation evaluation information is also available in the [Faculty Handbook](#) (Section 3B, #10 Evaluation).

5.6 Post-Defence Requirements

Following a successful dissertation defence, several additional steps must be completed in order for students to graduate. (See also: section 6.5: Application to Graduate)

5.6.1 Revisions

The committee may require dissertation revisions following the defence. These are mandatory and the revised 'final' document must be submitted by the date decided on at the defence (usually within three months of the defence). The approval form that is signed by the committee is only signed by the supervisor after the revisions have been submitted.

5.6.2 Required Forms

The following forms should be submitted to the Graduate Administrative Coordinator:

Mandatory:

- Library and Archives Canada Thesis Non-Exclusive License
- Copyright License Forms

Circumstantial:

- Title Change form
- Request to Restrict Circulation

All forms are available from the Faculty of Graduate Studies [student forms](#) webpage.

5.6.3 Submission to Brock Digital Repository

Upon completion of dissertation revisions and thesis approval, students must upload their final dissertation document to the [Brock University Digital Repository](#).

Important: Students will not be approved to graduate by the Faculty of Graduate Studies until their dissertation is finalized in the digital repository.

The document should be in PDF format and be saved using the following file naming convention: Brock_LastName_FirstName_Year.pdf.

6 ACADEMIC PERFORMANCE & PROGRESS

6.1 Academic Performance and Continuation

Graduate students must achieve and maintain minimum satisfactory academic performance to be eligible to continue in a graduate program. Graduate students must maintain a minimum cumulative average of at least a B- (70%) during each term of study. If a graduate student falls below the minimum cumulative average the student will be automatically placed on academic probation for the subsequent term by the Faculty of Graduate Studies. A probationary student must achieve the minimum cumulative average, normally during the probationary term, to be eligible to continue as a graduate student.

The Graduate Program Committee regularly reviews the progress of each student. Normally, the progress of first-year students is reviewed twice. After the first year, the Program Committee reviews students annually following submission of their PhD progress reports. The Program Committee discusses each student’s progress from the perspective of their grades, PhD progress reports, and their CV. Student reviews can occur at other times if a student receives a grade of B or lower in a course or if there is some other concern regarding the student’s performance such as failing to fulfill a program requirement (see regulations further below about academic progress). Feedback is given in the form of a brief letter prepared by the GPD based on the recommendations of the Program Committee. Probationary status or withdrawal decisions will be made by the Program Committee after having reviewed the student progress. The GPD will communicate such decisions to the Faculty of Graduate Studies and Postdoctoral Affairs for processing.

6.2 Residency Requirements & Recommended Completion Timelines

Taken full-time, the PhD in Interdisciplinary Humanities is designed to be completed in 4 years (12 terms). Taken on a part-time basis, students have a maximum of eight years to complete the program. For details on full-time vs full-time status, please visit the [Faculty Handbook 3B, sections 7.1 and 7.2](#).

Broad PhD milestones based on standard completion timelines are outlined below. Please note this is a suggested timeline only; not all students will progress through these stages at the same rate. Your individual progression timelines should be discussed with your supervisor.

Year 1	<ul style="list-style-type: none"> • one of HUMA 7P01, HUMA 7P02 • two or three half-credit courses from program course offerings or approved electives • HUMA 7N07 • comprehensive examination reading lists submitted to GPD by June 30 • thesis Supervisory Committee finalized by August 31 • complete Progress Report
Year 2	<ul style="list-style-type: none"> • one of HUMA 7P01, 7P02 • HUMA 7N07 • one or two half-credits from program course offerings or approved electives • comprehensive examinations completed by the end of the second year • complete Progress Report
Year 3	<ul style="list-style-type: none"> • capstone project research • final capstone project proposal including a bibliography submitted to the supervisory committee by April 1, to be approved by the supervisory committee and the GPD by April 30
Year 4	<ul style="list-style-type: none"> • completion of language requirement before defence • completion of capstone project and defence

6.3 Annual Progress Reports

Initiated by the FGS, students must report on their progress annually, normally in the winter term each year, via the online PhD Progress Report in BrockDb. Students will receive an email noting that the report has been initiated, and will have an opportunity to outline all relevant information requested on the report. The student's Supervisor and Graduate Program Director will also review and report on the student's progress in consultation with the student and supervisory committee.

If, having reviewed both reports, the GPD deems the progress to be satisfactory, the GPD will inform the student and supervisor in writing. This assessment will also become part of the student's file. If the student's progress is problematic, the GPD will bring the student's file to the program committee for assessment. The program committee may request further information from either the student or the supervisor. If the program committee deems the student's progress unsatisfactory, it will inform the student and supervisor of the assessment in writing, accompanied by recommendations for future improvement. This written program committee assessment will also become part of the student's file. If a student receives more than two unsatisfactory ratings in a row, the student may be withdrawn from the program.

6.4 Doctoral Candidacy

To be admitted to candidacy the student must successfully achieve the following:

- i. Complete all course requirements (non-thesis) as outlined in the graduate program's Calendar entry;
- ii. Complete any other program-specific candidacy requirements, such as language or seminar requirements, as outlined in the graduate programs' Calendar entry;
- iii. Complete a thesis proposal that is approved by the supervisory committee; and
- iv. Satisfy the requirements of breadth and depth knowledge in the field(s) of study, as specified by the graduate program.

Additional information on doctoral candidacy can be found in the Faculty Handbook, Section 3B: [Admission to Doctoral Candidacy](#).

6.5 Final Stage Status

Students who register for final stage status receive a reduction in tuition. Students approved for Final Stage Status by their graduate program must have completed all course work, other program requirements and must have a complete draft of their Major Research Paper, Project or Thesis that their supervisory committee agrees requires no additional chapters/sections. Students approved for Final Stage Status must be able to complete their exit requirement within the subsequent term. Final Stage Status will be awarded only once and for only one term. The Final Stage Status Form is found on the Faculty of Graduate Studies and Postdoctoral Affairs' [Forms page](#).

6.6 Application to Graduate

For Fall graduation (October): Application to Graduate must be submitted by July 1. For Spring graduation (June): Application to Graduate must be submitted by February 1.

- A. A completed Graduate Record Form (completed online by the GPD) must reach the Graduate Studies Office at least six weeks before the graduation date. The Graduate Record Form indicates that all course work has been finished, that the thesis oral defence has been held, and that all revisions have been completed. The thesis, at this point, goes to the library for binding. No changes are possible after this date.
- B. Allow at least 1 month between the thesis defence and the time that a completed version is ready for binding to ensure sufficient time for revisions, keeping in mind that all requirements and forms must be completed and submitted to the Faculty of Graduate Studies at least 6 weeks before the graduation date. This means that the thesis defence should be held at latest by the beginning of August (Fall Graduation) or the beginning of March (Spring graduation) and the student should get her/his committee-approved copies of the thesis to the GPD by the beginning of July (Fall Graduation) or beginning of February (Spring graduation) so that arrangements can be made. It can often take time to contact an appropriate External Examiner and for the Examiner, supervisor, and others to adjust their schedules to accommodate a thesis defence date.

7 ACADEMIC INTEGRITY, ACADEMIC MISCONDUCT, APPEALS

7.1 Academic Integrity

In accordance with the Brock University [Academic Integrity Policy](#), all students are expected to display the highest standards of academic integrity. Academic integrity means upholding a strong personal and professional ethic within your own work, and that of your colleagues. In upholding the principles of academic integrity, graduate students are expected to demonstrate respect and acknowledgement of others' words and ideas when conducting research, writing, publishing, and teaching.

For more information, visit Brock's [Academic Integrity](#) webpages.

7.2 Academic Misconduct

Integrity is fundamental to the process of research and scholarship, and misconduct damages the entire academic enterprise. Academic dishonesty, while traditionally defined as plagiarism, also includes inappropriate collaboration with other students, data falsification, fabrication of results, and the unauthorized resubmission of previous work.

In the event a student is suspected of engaging in academic dishonesty, professors will contact the Graduate Program Director and there will be an interview between Graduate Program Director and the student. During this interview students have the right to have an advisor

present such as their academic advisor or Brock's Ombudsperson. Students have the right to decline to attend this interview but should note that the investigation of academic dishonesty will continue, and they will forfeit their right to defend against the claims. If the Graduate Program Director and the professor find the claims valid, they will be forwarded to the Dean's Office for adjudication. In comprehensive exams and the production of a thesis or dissertation, the department may recommend the student be removed from the program of study with a notation from the Dean appended to the student's record. Please note that an act of academic misconduct constitutes sufficient grounds for dismissal from the program.

University procedures covering academic misconduct can be found on the [Graduate Students - Academic Integrity](#) webpage and in the [Graduate Calendar](#).

7.3 Appeals

All graduate students have the right to appeal academic decisions. An appeal is a request that an academic decision (e.g., a grade or standing in a program) be changed, based on the evidence supplied by the student, or that a regulation be waived on compassionate grounds or because of extenuating circumstances. Appeal types and procedures at the Graduate level are outlined in the [Faculty Handbook](#) as well as the [Graduate Calendar](#).

Students who have concerns about a grade in a particular course should first discuss the issue with the instructor of the course in question. If the issue cannot be resolved, the student should refer the matter to the Graduate Program Committee through your Faculty / School's Associate Dean, Research and Graduate Studies. If the student is not satisfied with the decision of the Graduate Program Committee, the student may appeal to the Faculty / School Dean. If the student is not satisfied with the Faculty / School's Dean's decision, the student may appeal to the Dean of Graduate Studies. Lastly, if the student is not satisfied with the decision of the Dean of Graduate Studies, the Student may appeal to the University's Student Appeals Board. Dissatisfaction with a penalty will not be considered sufficient grounds for an appeal. For more information on appeals process and timing, see the Brock University [Graduate Calendar](#) and visit the [Brock Ombudsperson](#) website.

8 HEALTH, SAFETY & WELLNESS

The health and safety of individuals is to be a primary objective in every area of University operation. Every person utilizing University premises must comply with this policy and all related regulations, standards, programs, and procedures. [Health, Safety and Wellness](#) provides information, resources, tools, and support to assist each Brock community member in creating and fostering a healthy, safe, and environmentally sustainable place to visit, study, live, and especially, work. Students should also be aware of Brock's [Occupational Health & Safety Policy](#).

Students employed by the University are required under the Ontario Occupational Health and Safety Act to take the mandatory [Health and Safety Awareness Training](#) available via Brock's Health Safety and Wellness Toolbox on SharePoint (requires a Brock employee login).

Under the Accessibility for Ontarians with Disabilities Act (AODA) and Human Rights, students employed at Brock University are legally obliged to undertake [mandatory online training](#). It can also be found on Isaak, Brock University's Sakai-based learning management system. Isaak/Sakai uses the same account and password as the my.Brocku.ca portal. Employees are required to print the page after selecting the "Submit for Grading" button following completion of the quizzes and provide it to their supervisor. Information about Student Accessibility Services (SAS) can also be found [online](#).

Please review Brock's current [Covid-19 related health and safety information](#), and key [FAQs](#).

9 STUDENT RESOURCES

There are many services and resources available to students across campus. Some of these are noted below. For a full list of services and supports available at Brock, please visit the University's A-Z listing at: <https://brocku.ca/directory/a-z/>.

Academic Policies

Academic policies for undergraduate and graduate students are outlined in the respective Brock University Calendars (visit <https://brocku.ca/webcal/>) and the Faculty Handbook (visit: <https://brocku.ca/university-secretariat/faculty-handbook/>).

Graduate Students Association

The Graduate Students' Association (GSA) is a student organization that represents the interests of all graduate students at Brock University: MBA, MEd, MAcc, MA, MS, MSc, MTL & all PhD students (approximately 1700 in total). For more information on the services they provide, visit: <http://www.brocku.ca/gsa>.

Student Wellness & Accessibility Centre

Staff at the Student Wellness & Accessibility Centre have extensive experience and a wealth of knowledge to help students develop the skills and strategies they need to reach their full potential at Brock, including support in crisis management, personal counselling, student health, and student accessibility. If support is needed, students are encouraged to contact student counselling services at 1-833-BROCK-33, or visit them in Schmon Tower ST 400. For more information, visit: <https://brocku.ca/health-wellness-accessibility/>.

Health, Safety & Wellness

Health, Safety and Wellness provides information, resources, tools, and support to assist each Brock community member in creating and fostering a healthy, safe, and environmentally sustainable place to visit, study, live, and especially, work. For more information, please visit: <https://brocku.ca/human-resources/health-safety-and-wellness/>.

James A. Gibson Library

The Library at Brock offers a variety of resources to students, including a study space and lockers for graduate students on the 6th floor. To see all the services provided by the library, visit: <https://brocku.ca/library/>.

Faculty of Graduate Studies

The Faculty of Graduate Studies (FGS) aims to help Brock graduate students to become well-rounded, ethical, and creative thinkers and researchers who will contribute to the betterment of society.

The FGS recognizes that alongside coursework and research, graduate school is an opportunity for personal and professional growth and development. Visit the Faculty of Graduate Studies website to learn more about the Professional Development opportunities available to Brock graduate students: <https://brocku.ca/graduate-studies/student-development/>.

The FGS also has oversight of graduate student admissions, funding, scholarships, student records, and orientation activities. For details, visit: <https://brocku.ca/graduate-studies/>.

Career Services

Graduate students have unique needs when it comes to planning their careers and finding work. Students may be headed towards a career in research, teaching, or preparing for a specific job in the private or not-for-profit sector. Whatever it may be, Career Services has a variety of resources and programming designed to help students figure out where they're going and how to get there. For information on the services and resources Career Services provides for students, visit: <https://brocku.ca/ccee/career-education/campus/>.

Brock International

Brock International offers in-person and virtual support services tailored specifically to international students, including immigration consulting, academic coaching, language support, transitioning to life in Canada and living in the Niagara region, and working as an international student. For more information on these services as well as a listing of events and workshops for international students, visit <https://brocku.ca/international/>.

Financial and Administrative Services

Financial and Administrative Services is the place to visit for questions regarding tuition, fees, accessing financial accounts, due dates, how to make payments, how to get refunds from withdrawn courses, and anything else related to student finances. For more information, visit: <https://brocku.ca/safa/tuition-and-fees/overview/graduate/>.

10 APPENDICES

10.1 Appendix A: Mid Term Progress Reports (New Students)

PhD in Interdisciplinary Humanities Mid Term Progress Reports (New Students)

The January student progress report (Due January 15) is submitted to the Thesis Supervisor with a copy to the GPD, and should be organized using the following outline:

- a. General Information**
 1. Student's name
 2. Date of entry into the program
 3. Expected completion date
 4. Fields of study
- b. Goals**

Describe your short and long-term goals for your education and career (1 paragraph)
- c. Courses**

List each course taken in the previous term, grade obtained, and main accomplishments (e.g., summarize papers, presentations, placements)
- d. Thesis**
 1. Committee members (if decided)
 2. Brief summary of research topic
 3. Describe progress on thesis and indicate actual or projected dates for various components (first draft of proposal, proposal approval by committee, first-draft of thesis, thesis approval by committee)
- e. Awards and scholarships**
- f. Research activities**

Summarize any activities other than those described above
- g. Conference and workshop activities**
 1. Presentations
 2. Attendance
- h. Teaching activities**

List Teaching Assistantships or other teaching activities (e.g., marking, co-ordinating). Append evaluations if available. List any steps toward professional development with respect to teaching (e.g., Instructional skills workshops)
- i. Service to the department, university, and/or community**

Committee memberships, community service, etc.
- j. Other activities**

10.2 Appendix B: Mid Term Progress Reports (Thesis Supervisors)

PhD in Interdisciplinary Humanities Mid Term Progress Reports (Thesis Supervisors)

Feedback Form for Supervisors of Graduate Students - Due January 31

Graduate Student: _____

Supervisor: _____

The purpose of this form is to give supervisors an opportunity to provide structured, formal feedback concerning their graduate students' progress after their first term in the program. Please describe the student's progress under the following headings. Be sure to address the specific questions outlined. If any of your comments should be kept in confidence, please be sure to indicate this on the form.

1. Course work

- a. Were you consulted with respect to appropriate course work?
- b. Given the student's goals, do you believe the course work taken and/or proposed is appropriate?
- c. Are there any courses that you believe would be important for the student to take before graduation?
- d. Do you have any concerns about the quantity or quality of course work completed?
- e. After checking with the student's instructors, other supervisors for Teaching Assistantships, Apprenticeships, as relevant, please indicate whether there are any concerns or special acknowledgements regarding the student's performance.

2. Thesis

- a. Have you discussed a timetable for the completion of the thesis?
- b. Are you satisfied with the student's progress toward completion of the thesis?
- c. Are the student's goals for completion realistic?
- d. Are there any specific concerns about the student's progress?

3. Other accomplishments

Are there any other accomplishments that should be mentioned here (e.g., publications, awards, etc.).

4. Overall evaluation

Assess the student's overall progress so far. Any comments or concerns that can be included directly in the letter to the student would be appreciated. Please include any cautions, guidance, and/or special praise that you think should come to the student through the committee.

10.3 Appendix C: Thesis Proposal – Signature Sheet

PhD in Interdisciplinary Humanities Thesis Proposal – Signature Sheet

This proposal is submitted in partial fulfillment of the PhD in Interdisciplinary Humanities at Brock University. The undersigned agree that the proposal meets the requirements outlined in this Graduate Program Handbook, and that it is satisfactory, requiring no revisions.

Thesis Title:

Student Information:

Name: _____

ID number: _____

Date: _____

Signature: _____

Supervisory Committee:

Supervisor: _____ Date: _____

Signature: _____

Name: _____ Date: _____

Signature: _____

Name: _____ Date: _____

Signature: _____

Name: _____ Date: _____

Signature: _____

Name: _____ Date: _____

Signature: _____

Graduate Program Director:

Name: _____ Date: _____

Signature: _____

The original of this form, along with a copy of the proposal, shall be kept in the student's file.

10.4 Appendix D: Thesis Proposal – Signature Sheet

PhD in Interdisciplinary Humanities Language Exam

This certifies that that student has passed an exam that tests reading competency in
_____.

Student Information:

Name: _____

ID number: _____

Date: _____

Signature: _____

Graded by: _____

Graduate Program Director: _____

10.5 Appendix E: Comprehensive Exams – Signature Sheet

PhD in Interdisciplinary Humanities Comprehensive Exams – Signature Sheet

This certifies that the student has successfully completed all comprehensive exams in partial fulfillment of the PhD Program in Interdisciplinary Humanities.

Student Information

Name: _____
ID number: _____
Date: _____
Signature: _____

Exam Fields and Outcome

General: _____ Pass or Fail
Specific: _____ Pass or Fail
Oral: _____ Pass or Fail

Examiners

Supervisor: _____ Date: _____
Signature: _____

Name: _____ Date: _____
Signature: _____

Name: _____ Date: _____
Signature: _____

Name: _____ Date: _____
Signature: _____

Name: _____ Date: _____
Signature: _____

Graduate Program Director

Name: _____ Date: _____
Signature: _____

10.6 Appendix F: Standard Format for Academic Curriculum Vitae

NAME, ADDRESS

FORMAL EDUCATION

(this no longer includes high school)

ACADEMIC DISTINCTIONS AND AWARDS

(e.g., scholarships, fellowships, prizes)

ACADEMIC POSITIONS HELD

CURRENT POSITION

ACADEMIC HISTORY

SCHOLARLY ACTIVITIES

(presented in this order using APA style for all references)

PUBLICATIONS:

- a) Books and chapters contributed to books
- b) Articles in refereed journals
- c) Published refereed conference proceedings
- d) Articles in non-refereed journals
- e) Reports to government or other agencies
- f) Book reviews

WORKS SUBMITTED FOR PUBLICATION

PAPERS PRESENTED AT CONFERENCES AND LEARNED SOCIETIES

GRANTS OBTAINED

(generally not applicable to graduate students)

- a) Internal grants
- b) External grants

TEACHING ACTIVITIES

(Include courses taught / co-taught, lectures given, teaching apprenticeships / assistantships, marker or coordinator positions, etc. Append teaching/TA evaluations if available).

PROFESSIONAL DEVELOPMENT

(e.g., Instructional skills workshops, Certificate in Teaching and Learning, progress on Teaching Dossier).

OTHER SCHOLARLY ACTIVITIES

(May include research apprenticeships, Brock Research Days, work under revision, Brock-related research presentations, etc.)

- a) Services as an assessor/referee
- b) Presentations *(Invited Talks - Academy, Community, Workshops)*
- c) Membership in scholarly or professional societies
- d) Consulting activities
- e) Discipline specific activities

UNIVERSITY AND COMMUNITY SERVICE

(Brock committee duties (name of committee, role), community involvement.)