

**INTERDISCIPLINARY HUMANITIES
*Ph.D. AND MA DEGREE REQUIREMENTS***

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1. Introduction

1.1 Aims and Scope: Interdisciplinary Humanities (IH) is an innovative program wherein students apply the intersections of methods, theories, and bodies of knowledge to the study of societies and culture in relation to power and difference, societal practices, and cultural expressions across space and time to advance our understanding of new and existing questions. An inherently comparative program, we offer a comprehensive course of study designed to produce scholarship that engages humanistic and social scientific inquiries. Our faculty have academic backgrounds in anthropology, art history, critical race and ethnic studies, ethnomusicology, film studies, geography, global arts, history, languages, literature, world heritage and writing studies. An Interdisciplinary Humanities education is wide-ranging, and may include disciplinary specialization to enrich all cultural research. The program exposes students to many humanities professions and prepares students to engage the public in scholarly activities. The Interdisciplinary Humanities Graduate Group (IHGG) program offers courses of study leading to either a Masters of Arts (M.A.) or Doctor of Philosophy (Ph.D.) degree. Drawing on the expertise and interests of our faculty, both M.A. and Ph.D. students develop coursework- based and research-based courses of study that encompass traditional seminar instruction and independent research. Students may either define their research around an interdisciplinary topic or use an interdisciplinary lens on a disciplinary subject. This scholarship engages a variety of methods, ranging from fieldwork, critical theory, description, narrative, hermeneutics, qualitative and quantitative analysis, curation. Thus, the program offers a unique and flexible framework in which to approach core disciplines of scholarly study, while emphasizing an understanding of how similar issues and topics are addressed in multiple fields. All of our faculty and graduate students read work from every one of our disciplines, and all of us utilize each other's frames of understanding. In short, the IH Program is premised upon the conviction that the humanities and allied fields are an intellectually, historically, and institutionally coherent tradition. Humanities scholars utilize a range of methods but have enough in common to allow for shared insights and discourses.

1.2 Admissions Requirements:

Applicants must meet the minimum requirements for admission to graduate study at University of California, Merced, described in the Section II of the [Graduate Student Handbook](#): holding a Baccalaureate degree, GPA of 3.0 or higher; International students are required to submit TOEFL or IELTS scores. Admission into Interdisciplinary Humanities also requires students to submit a writing sample which demonstrates their ability to undertake graduate work in interdisciplinary humanities.

Admission decisions are made on a case-by-case basis. Meeting some or all of these criteria does not guarantee admission, but merely eligibility.

1 **Governance:** The Graduate Group Chair will govern the business of the graduate group, hereafter referred to as the Group. The bylaws can be found [here](#).

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The Executive Committee, the Advising and Professionalization Committee, the Educational Policy Committee, and the Admissions and Fellowships Committee are the standing committees of the Group. The chair of each standing committee is also a member of the Executive Committee. Standing committees will generally have three members: the chair plus two additional members.

The Graduate Group Chair and the Executive Committee, at their discretion, may constitute additional ad hoc or standing committees to recommend actions to the Executive Committee. The Executive Committee will review committee formation and appointments on an annual basis.

The committees that are relevant to graduate education are:

- 1 **Executive Committee:** The Executive Committee shall, in consultation with the faculty, determine and implement policy for the good of the Group, establish and guide the educational requirements of the Group, and represent the interests of the Group to the University and other agencies. The Executive Committee consists of one representative from each department for which IH is the primary graduate program, as well as the chairs of the three committees.
- 1 **Admissions and Fellowship Committee:** The Admissions and Fellowship Committee develops recruiting materials for the Group, reviews applications for admission, makes recommendations for admission to the Chair. The committee also reviews applications for internal fellowships from IH graduate students and makes recommendations to the IH faculty and to Graduate Division who ultimately admits new students. Finally, it recommends the allocation of funds received from the Graduate Division in our Block Grant.
- 1 **Advising and Professionalization Committee:** The Advising and Professionalization Committee is responsible for monitoring progress toward degree and making recommendations to the Dean of Graduate Studies in cases requiring adjudication. All student petitions and progress reports must be reviewed by the Graduate Advising Committee as well as by the student's own committee. As necessary, the committee runs events to support the further professional development of students.
- 1 **Education Policy Committee:** The Educational Policy Committee evaluates and guides the educational program of the Program, determining changes in programmatic requirements of the graduate group, reviewing applications for new courses and new specializations, guiding required annual and periodic assessment practices, and managing course rotation. Educational Policy is also responsible for coordinating the IH seminar series and brown bag lunches.

2. Master's Degree Requirements

The Master's degree is attained by a Thesis or a Capstone Project option. A minimum of two semesters in academic residence is required prior to the award of a master's degree. All Master's degrees have a capstone element that is satisfied by the requirement of thesis or capstone project

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and oral examination. Students will also meet the requirements for a Master's Degree by advancing to candidacy for the Ph.D.

Thesis Option. This plan requires a minimum of 40 semester units in approved graduate-level courses and other credit bearing activities as detailed in the Course Requirements, including completion of an M.A. thesis followed by an oral defense.

Capstone Project and Oral Exam Option. This plan requires a minimum of 40 semester units in approved graduate level courses and other credit bearing activities as detailed in the Course Requirements. A capstone project and oral examination in the major subject is required of each candidate. No thesis is required.

Students demonstrate breadth and emphasis by taking four or more "Readings in the Interdisciplinary Humanities" courses (IH 210-IH 217, IH 220, and IH 223). These courses focus on introducing students to core primary and secondary literature around particular themes.

2 Degree Plan I- Thesis: This plan requires a minimum of 40 semester units in approved graduate-level courses and other credit bearing activities as detailed in the Course Requirements, including completion of an M.A. thesis followed by an oral defense.

2.1.1 Program Learning Outcomes (PLOs):

1. Become proficient in selected theories and research methods appropriate to the study of the humanities.
2. Understand and apply both disciplinary and interdisciplinary approaches to humanities research.
3. Achieve domain expertise in a particular disciplinary or interdisciplinary field of the humanities.
4. Demonstrate proficiency in research, analysis, and critique in the humanities through exams, papers, and theses.
5. Display commitment to the research ethics and professional standards of the humanities and to the particular field of expertise.

The Standards of Mastery for the M.A. are:

1. Develop communication skills and strategies appropriate for explaining the content and methods of the humanities to a wide range of audiences.
2. Demonstrate proficiency in using one or more established research methods to address existing topics in a humanities field.

2.1.2 Course Requirements - Core and Electives (total 40 units)

2.1.2.1 Core Courses (total 12 units)

Course Number	Course Name	Units
IH 201	Theories and Methods in the Study of the Interdisciplinary Humanities	4

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IH 207	Introduction to the Interdisciplinary Humanities	2
IH 208	Teaching Practicum	2
IH 204*	One of IH 204 A, B, C, and D	4

*IH 204, Methods in the Interdisciplinary Humanities (MA students take at least 1)

204A. Texts and Archives

204B. Visual and Material Cultures 204C. Ethnography & Performance

204D. Community Engaged and Public Humanities

2.1.2.2 Elective Courses (total 28 units)

Course Number	Course Name	Units
IH 202*	Study Plan Design*	4*
IH 203	Pedagogy in IH	4
IH 210	Readings: Past Worlds	4
IH 211	Readings: Identity, Power & Difference	4
IH 212	Readings: Migrations and Belonging	4
IH 213	Readings: Expressive Culture: Visual and Material	4
IH 214	Readings: Literature, Language and Writing	4
IH 215	Readings: Critical Theory	4
IH 216	Readings: States & Nations and Empires	4
IH 217	Readings: Film and Media	4
IH 220	Readings: Social and Spatial Dynamics	4
IH 230	Readings: Expressive and Imaginative Works	4
IH 221	Advanced Methods: Texts & Archives	4
IH 222	Advanced Methods: Visual and Material Culture	4
IH 223	Advanced Methods: Ethnographies and Performance	4
IH 224	Advanced Methods: Community-Engaged & Public Humanities	4
IH 240	Writing, Communicating and Publishing for Publics	4
IH 242	Research Seminar: Space, Identity &	4

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	Power	
IH 250	Research Seminar Part I	4
IH 251	Research Seminar Part II	4
IH 260	Advanced Professionalization	4
IH 291	Seminar Series in the Humanities	1-4
IH 294	Individualized Study in Pedagogy	1-4
IH 295	Graduate Research	1-12
IH 296	Research for M.A. Thesis	1-12
IH 298	Directed Group Study	1-4
IH 299	Directed Independent Study	1-4

2 Independent Study: Students cannot take more than one (1) independent study course in the first 2 years without a General Petition waiver. Only students beyond the first and second year, who are in good academic standing, making timely progress toward their degrees, and who have fulfilled progress reporting requirements may take additional independent study classes. Independent study courses also may not substitute for the classes required by the curriculum.

2.1.2.4 Summary: All M.A. students are required to complete 12 units of core coursework, and an additional 28 units of electives. Full-time students must enroll for 12 units per semester research, academic and seminar units. Courses that fulfill any of the graduate group course requirements may not be taken S/U. All M.A. students are required to enroll in IH 201, 207, 208 and one of the IH 204 classes. All M.A. students are also required to take five or more courses from the sequence of IH 210-217, IH 220 and IH 230. All Readings in IH courses are repeatable; themes will vary based on instructor expertise. Students must take at least two Readings courses of one number and must take at least one Readings course of another number. M.A. students are strongly encouraged to take IH 202, although this course is a requirement only for Ph.D. students. Additional credits may be used at a student's discretion for research, exam preparation, thesis writing, courses outside of IH, or deeper exploration of an area of interest.

2.1.3 Special Requirements: N/A.

2 Advancement to Candidacy: In accordance with University of California policy, students must be advanced to candidacy prior to degree conferral. An Application for Advancement to Candidacy initiated by the student and approved by the Graduate Group should be submitted to the Vice Provost and Dean of Graduate Education prior to degree conferral.

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The Application must be accompanied by General Petitions for any course credits that have not already been approved by the Vice Provost and Dean of Graduate Education. If the master's degree requires a thesis (Plan I), membership of the student's committee must be included, and the graduate group chair, and the graduate student must sign the Statement of Conflict of Interest form, which is included in the Application.

Deadlines for submission and approval of the Application for Advancement to Candidacy are published each semester on the Graduate Division website. Students must pay the current Advancement to Candidacy in the Master's Degree fee.

When the student is formally advanced to candidacy, the student and the Graduate Group are notified.

- 2.1.5 Thesis Requirements:** The student should plan to form a thesis committee and submit all required documents ratifying committee composition by the third semester of matriculation. The student and advisor should meet at least once a year with the other members of the thesis committee to discuss progress and any changes in research objectives.

Research for the Master's thesis is to be carried out under the supervision of a member of the program faculty and must represent an original contribution to knowledge in the field. As a general guideline, an M.A. thesis is typically between 50 and 100 pages long. A thesis with a non-traditional component (whether art, film or literature) will be accompanied by a critical essay that is typically between 25 and 35 pages. It should frame the inquiry, describes the specific research methods undertaken, and provides an assessment of how their thesis contributes to the literature.

- 2 Thesis Defense:** The thesis defense follows the submission of the thesis to the committee. The student delivers a formal presentation about their thesis and fields questions about it from their committee. A successful defense demonstrates exceptional verbal communication skills, reveals the student's capacity to succinctly synthesize their thesis into a brief and clear presentation, and displays the student's ability to respond extemporaneously and persuasively to questions about the content, methods, and context of the thesis or dissertation. If a student passes the defense, it means that they are ready to file the thesis, potentially following minor revisions.

Upon completion of the defense and approval of the thesis, the committee recommends, by submission of the Report on Final Report for the Masters Degree Form, the conferral of the M.A. subject to final submission of the approved dissertation for deposit in the University Archives. The Committee recommendation must be unanimous.

All theses submitted in fulfillment of requirements for advanced degrees at UCM must conform to certain University regulations and specifications with regard to format and method of preparation. The UCM Thesis and Dissertation Manual is available at the Graduate Division website. The Masters Committee certifies that the

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completed dissertation is satisfactory through the signatures of all Committee members on the signature page of the completed dissertation. The committee chair is responsible for the content and final presentation of the manuscript.

Detailed information and instructions on the submission and filing of the dissertation is available in the UCM Thesis and Dissertation Guide. A schedule of dates for filing the thesis in final form are published on the Graduate Division website in the [Dates and Deadlines section](#).

2 Degree Plan II- Capstone Project & Oral Exam: This plan requires a minimum of 40 units in approved courses in the 200 series. A capstone project and oral examination are required of each candidate. No thesis is required.

2.2.1 Program Learning Outcomes (PLOs):

- Become proficient in selected theories and research methods appropriate to the study of the humanities.
- Understand and apply both disciplinary and interdisciplinary approaches to humanities research.
- Achieve domain expertise in a particular disciplinary or interdisciplinary field of the humanities.
- Demonstrate proficiency in research, analysis, and critique in the humanities through exams, papers, and theses.
- Display commitment to the research ethics and professional standards of the humanities and to the particular field of expertise.

The Standards of Mastery for the M.A. are:

1. Develop communication skills and strategies appropriate for explaining the content and methods of the humanities to a wide range of audiences.
2. Demonstrate proficiency in using one or more established research methods to address existing topics in a humanities field.

2.2.2 Course Requirements - Core and Electives (total 40 units)

2.2.2.1 Core Courses (total 12 units)

Course Number	Course Name	Units
IH 201	Theories and Methods in the Study of the Interdisciplinary Humanities	4
IH 207	Introduction to the Interdisciplinary Humanities	2
IH 208	Teaching Practicum	2
IH 204*	Methods in the Interdisciplinary Humanities - One of IH 204 A, B, C, and D	4

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*IH 204, Methods in the Interdisciplinary Humanities (MA students take at least 1)

204A. Texts and Archives

204B. Visual and Material Culture 204C. Ethnography and Performance

204D. Community-Engaged and Public Humanities

2.2.2.2 Elective Courses (total 28 units)

Course Number	Course Name	Units
IH 202*	Study Plan*	4*
IH 203	Pedagogy	4
IH 205	Humanities in the World	4
IH 210	Readings: Past Worlds	4
IH 211	Readings: Identity, Power & Difference	4
IH 212	Readings: Migration and Belonging	4
IH 213	Readings: Expressive Culture - Visual and Material	4
IH 214	Readings: Literature, Language and Writing	4
IH 215	Readings: Critical Theory	4
IH 216	Readings: States & Nations and Empires	4
IH 217	Readings: Film and Media	4
IH 220	Readings in IH: Social and Spatial Dynamics	
IH 221	Advanced Methods: Texts & Archives	4
IH 222	Advanced Methods: Visual and Material Culture	4
IH 223	Advanced Methods: Ethnographies and Performance	4
IH 224	Advanced Methods: Community Engaged and Public Humanities	4
IH 230	Readings: Expressive and Imaginative Culture	4
IH 240	Writing, Communicating, Publishing for Publics	4
IH 291	Seminar Series in the Humanities	1-4
IH294	Individualized Study in Pedagogy	1-4

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IH 295	Graduate Research	1-12
IH 296	Research for M.A. Thesis	1-12
IH 298	Directed Group Study	1-4
IH 299	Directed Independent Study	1-4

***IH 202 Strongly recommended**

2.2.2.3 Independent Study: Students cannot take more than one (1) independent study course in their first 2 years without a General Petition waiver. Only students beyond the second semester of the second year who are in good academic standing, making timely progress toward their degrees, and who have fulfilled progress reporting requirements may take additional independent study classes. Independent study courses also may not substitute for the classes required by the curriculum.

2.2.2.4 Summary: All M.A. students are required to complete 12 units of core coursework and an additional 28 required units. Full-time students must enroll for 12 units per semester including research, academic and seminar units. Courses that fulfill any of the graduate group course requirements may not be taken S/U. All M.A. students are required to enroll in IH 201, 207, 208 and one of the IH 204 classes. All M.A. students are also required to take four courses from the sequence of IH 210-217, 220, and 230. These courses focus on introducing students to core primary and secondary literature around particular themes. All Readings in IH courses are repeatable; themes will vary based on instructor expertise. Students must take at least two versions of one Readings course number and must take at least one Readings course of another number. M.A. students are strongly encouraged to take IH 202, although this course is a requirement only for Ph.D. students. Additional credits may be used at a student's discretion for research, exam preparation, thesis writing, courses outside of IH, or deeper exploration of an area of interest.

2.2.3 Special Requirements: N/A

2.2.4 Advancement to Candidacy:

In accordance with University of California policy, students must be advanced to candidacy prior to degree conferral. An Application for Advancement to Candidacy initiated by the student and approved by the Graduate Group should be submitted to the Vice Provost and Dean of Graduate Education prior to degree conferral.

The Application must be accompanied by General Petitions for any course credits that have not already been approved by the Vice Provost and Dean of Graduate Education. If the master's degree requires a thesis (Plan I), membership of the student's committee must be included, and the graduate group chair, and the graduate student must sign the Statement of Conflict of Interest form, which is included in the Application.

Deadlines for submission and approval of the Application for Advancement to Candidacy are published each semester on the Graduate Division website. Students must pay the current Advancement to Candidacy in the Master's Degree fee.

When the student is formally advanced to candidacy, the student and the Graduate Group are notified.

2.2.5 Capstone Project & Oral Examination:

2.2.5.1 Timing: Students are expected to present their capstone project and oral exam in their last semester of enrollment as an MA student. For most students, that will be at the end of the 4th semester. Students must be registered full-time or in current filing fee status at the time when they take the examination. The M.A. Capstone project is based upon extensive and intensive reading. Each member of the student's committee will generally assign a list of between approximately 15 and 25 books and/or the equivalent quantity of reading in the form of articles, though these numbers should be considered as a general guideline and will vary case by case. These readings will be the basis for the capstone project, whether an essay or an alternative format (film, exhibit, database). The Capstone project should demonstrate the student's synthesis of varied materials in addressing their research question. A capstone project with a non-traditional component (whether exhibit, film or any other format) will be accompanied by a critical essay of 25-35 pages that explains the scholarly literature that frames the inquiry, the specific research methods undertaken, and an assessment of its contribution to the literature.

2.2.5.2 Examination: Following submission of the capstone project, there will be an oral exam with the student's committee, based on the designated reading and the work of the capstone project. The exam will be at least one hour in length.

In order to pass the examinations, students will have to demonstrate that they are able to discuss their project in relation to existing scholarly work, including relevant theories and methods. In a successful oral exam, a student will

- Demonstrate breadth and depth of knowledge and domain expertise regarding the content and methods of several disciplinary and/or interdisciplinary fields of the humanities.
- Display commitment to the research ethics and professional standards of the humanities and to a specific field of expertise.
- Communicate fluently, persuasively, clearly, and confidently.

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- Demonstrate appropriate preparation for his or her readiness for the independent and creative work required to complete an M.A. thesis on a particular topic. Page 14

2.2.5.3 Outcome: Examinations can result in either a pass, fail, or partial pass by unanimous consensus of the Capstone & Oral Examination Committee. The results, as well as the procedures for repeating a failed examination, are described in Section VI. F of Graduate P&P Handbook. The committee must report the result to the Graduate Council via the Vice Provost and Dean of Graduate Education within 30 days, using the Final Report for the Master's Degree Form found on the Graduate Division website.

Students whose committee unanimously deems that their exams demonstrate exemplary recall of information and knowledge, exceptional written and oral communication, and highly creative analysis and synthesis will receive a Pass With Distinction.

- a) A student has passed when the Committee unanimously votes that the student passed the entire examination with scholarship that is at least acceptable. The committee must report to the Graduate Council via the Vice Provost and Dean of Graduate Education within 30 days.
- b) A student has failed when the Committee votes unanimously that the student failed the entire examination. The second examination may have a format different from the first, but the substance should remain the same. A student whose performance on the second attempt is also unsatisfactory, or who does not undertake a second examination within a reasonable period of time (generally one semester), is subject to academic disqualification. A third examination may be given only with the approval of the Graduate Group committee and the Vice Provost and Dean of Graduate Education.
- c) A student has partially passed when the Examination Committee votes unanimously that the student passed some components but failed others. In this instance, the following apply:
 - 1) The student has the option of taking a second examination. The second examination may have a format different from the first, but the substance should remain the same. A student whose performance on the second attempt is also unsatisfactory, or who does not undertake a second examination within a reasonable period of time (generally one semester), is subject to academic disqualification. A third examination may be given only with the approval of the Graduate Group committee and the Vice Provost and Dean of Graduate Education.
 - 2) The chair of the committee must write a letter to the student, with a copy to the Graduate Division, conveying the information about the student's performance (pass, fail, or partial pass) on each of the components covered during the examination.

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2.2.6 Degree Plan II- Comprehensive Exam (option only available to students pursuing a Ph.D.)

Students enrolled in a Ph.D. program may be awarded a master's degree en route to the Ph.D. under Plan II upon advancement to doctoral candidacy. Eligibility requires successful completion of the comprehensive examination, fulfillment of all course requirements for the master's degree under Plan II, and advancement to candidacy for both the master's and doctoral degrees.

2.3. Advising Structure and Mentoring [2.4.2 and 2.4.3 are in development-please fill if your group already has pertinent policy and/or information]

2.3.1 Advising Structure: The Graduate Advisor, an IHGG faculty and voting member of the Academic Senate, supervises the student's research and thesis. Each student's Graduate Advisor, who is appointed by Graduate Group Chair, is a resource for information on academic requirements, policies and procedures, and registration information and is the Chair of Thesis and Capstone & Oral Examination Committees.

The Admissions and Fellowships Committee will assign each admitted student a faculty advisor based upon student and faculty interest and faculty availability. The program will provide a first- year advisor of record to assure that each student is effectively acculturated into the program.

Students may subsequently switch advisors. The IHGG takes the Faculty Senate Graduate Council Mentoring Guidelines as the framework for an effective student-advisor relationship.

The Graduate Advising Committee and the Graduate Group Chair are additional resources for answering academic questions and for resolving conflicts between students and advisors. The Graduate Group Staff assists students with identifying appointments and general university policies.

The Interdisciplinary Humanities Graduate Group has adopted the Graduate Council Mentoring Guidelines, found [here](#). The Graduate Policies and procedures Handbook (GPPH) also shares best practices on managing professional relationships between graduate students and Faculty.

A graduate student is expected to maintain satisfactory progress toward the academic objectives defined by the IHGG and must do so in accordance with the Policies and Procedures of the IHGG and the policies of the Graduate Council and the University.

2.3.2 Evaluation of Student Progress:

Student progress towards the degree will be assessed at least annually, and this assessment will be provided to students in writing. The required student-initiated Progress Reports will indicate whether students are progressing toward their degrees and whether they are doing so within normative time. Students whose progress is behind normative time will be required to develop a written plan, with advisor approval, to get back on track, and/or

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provide written explanation, also with advisor approval, of their slow progress. Students who do not meet these requirements may lose eligibility for program funding opportunities.

During the spring semester, the student and their advisor should meet to discuss the progress report. The student is responsible to submit the progress report, signed by the advisor, to the Graduate Advisory Committee. Students who do not submit a Progress Report may lose eligibility for program funding opportunities.

It is the responsibility of each student's advisor, committee members, and other supervising faculty to be attentive to student progress and to communicate expeditiously with the student and with the Graduate Advising Committee about potential problems.

Advisors and other supervising faculty should communicate with the Graduate Advising Committee as soon as they become concerned about a student's progress. The Graduate Advising Committee will determine appropriate steps, which may include heightened scrutiny, an informational warning, or a request that Graduate Division determine whether a formal communication of unsatisfactory progress is necessary on the basis of the criteria outlined in the Graduate Advisor's Handbook.

2.3.3 Grievance Procedures

Academic grievances requiring adjudication may stem from disputed examination results, or other academic issues. In cases of academic conflict, initially we work on an informal resolution. If a conflict cannot be resolved by informal means by the graduate chair or Advising and Professionalization Committee chair, students have the right to pursue academic grievances with the IH Advising & Professionalization Committee, which will assemble, review pertinent information, and provide a written summary to the Graduate Group Chair within 30 calendar days of the academic grievance. Extensions may be granted in writing by the Graduate Group Chair when warranted by key parties on either side of the academic grievance (e.g., extended travel obligations, illness). IH Advising & Professionalization Committee members who have a conflict of interest, for example if they are members of the examination committee that a student grievance involves, will recuse themselves from the review process, but may be interviewed by the remaining committee members. Members of the examination or dissertation committee would recuse themselves from the review process but may be interviewed. The IH Advising & Professionalization Committee will rule on the case. Students have the right to appeal this ruling to the Dean of Graduate Studies within 30 calendar days. The Graduate Dean may request that the graduate group's Lead Dean and/or other appropriate parties investigate the student's concerns or academic grievances and determine appropriate resolutions. Ultimately, the final resolution of all disputes lies with the Dean of the Graduate Division as described in UC Merced's Graduate Advisors Handbook. In the event that the dispute involves the Graduate Dean in her/his role as a faculty member, then the final resolution of all disputes resides with the Executive Vice Chancellor & Provost.

2.4 Master's Degree Committees:

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2.4.1 Thesis Committee: The student, with the approval of the advisor and the Chair of IH, nominates 3 or 4 faculty, who are voting members of the University of California Academic Senate or the equivalent, to serve on the Thesis Committee. At least two members of the committee must be faculty in IH. These nominations are submitted, as recommendations from the Graduate Group Chair, to the Vice Provost and Dean of Graduate Education for formal appointment in accordance with Graduate Council policy. The Chair of the Thesis Committee shall always be a member of the Merced Division and of the Graduate Group supervising the master's program; no exceptions will be granted for this position. Detailed instructions are found in Graduate Policies and Procedures, Section VII. A.2.2, at the Graduate Division Website. Page 17 In addition to three Senate voting members, committee members may be non- Academic Senate faculty on an exception-only basis. The Graduate Dean, on behalf of the Graduate Council, retains sole authority to grant exceptions. All such requests must be submitted in writing by the Graduate Group Chair to the Graduate Dean two weeks prior to the examination to allow a reasonable time for review.

Capstone Project & Oral Examination Committee: The student, with the advice of their advisor, nominates the Capstone and Oral Examination Committee. The committee consists of 3 or 4 faculty who are voting members of the University of California Academic Senate, and at least half of whom are faculty in IH, to serve as the examination committee.

2.5 Normative Time to Degree: For students who are engaged in full-time study and making satisfactory academic progress, it is expected that they would advance to candidacy and complete the M.A. degree in two years/four semesters.

2.6 Typical Timeline and Sequence of Events: The goals and needs of individual students vary considerably, and no single plan will accommodate all students. Therefore, the following program of study should be considered as a general guide only. In particular, the following example illustrates a 2 - year program of study, which may not be appropriate for all students.

Year One	Fall	Spring
	IH201 Theories and Methods in the Interdisciplinary Humanities	IH 204 (A, B, C or D). Methods in the Interdisciplinary Humanities
	IH 207 Introduction to the Interdisciplinary Humanities	Reading Course #2 (IH 210-217)
	IH 208 New Teaching Practicum	Readings Course #3 (IH 210-217)
	Readings Course #1 (IH 210-217)	
Year Two	Fall	Spring
	IH 202: Study Plan Design	Elective* (Capstone and Oral Exam completed)

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Elective*		IH 204 (A, B, C or D), Methods or other elective	
Elective*		IH 296 Research for M.A. degree	

*Electives may be additional readings courses IH 210-217), Advanced Methods Courses (IH 220-223) or additional sections of Methods (IH 204).

2 Sources of Funding: Graduate students who received a funding offer with their admissions offer will have their financial support according to the terms of the funding offer. Funding will come through a combination of Teaching Assistantships, graduate Research Assistantships, and/or Fellowships. Master's students are typically not expected to be funded by such means; but they may receive a funding offer with their admissions offer. More information on financial support can be found in the Graduate Policies and Procedures Handbook.

3. Doctoral Degree Requirements

The Doctoral Degree is attained by successfully completing required and elective coursework, a comprehensive examination, and defense of a dissertation prospectus which qualifies student to be a doctoral candidate; and completing original research and writing/producing and successfully defending the final product(s) of dissertation research.

3.1 Program Learning Outcomes (PLOs):

1. Become proficient in selected theories and research methods appropriate to the study of the humanities.
2. Understand and apply both disciplinary and interdisciplinary approaches to humanities research.
3. Achieve domain expertise in a particular disciplinary or interdisciplinary field of the humanities.
4. Demonstrate proficiency in research, analysis, and critique in the humanities through exams, papers, and theses.
5. Display commitment to the research ethics and professional standards of the humanities and to the particular field of expertise.

The IHGG Program Learning Outcomes are aligned with the Learning Outcomes approved by the UC Merced Graduate Division, which appear in the UC Merced General Catalog. The Standards of Mastery for the Ph.D. are:

1. Create scholarly and creative works that use multiple and diverse methods for communicating about the content and methods of the humanities with any audience.
2. Identify original topics in a humanities field and demonstrate proficiency in combining, modifying, expanding and critiquing existing research methods and theories in order to address them in an imaginative way.

3.2 Course Requirements - Core and Electives (total 52 units)

Courses taken toward a graduate degree at another institution cannot be transferred for credit toward a Ph.D. at UC Merced. However, a course requirement may be waived if a similar course was taken at another institution. The General Petition form should be used for all requests for waivers of course work.

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3.2.1. Core Courses (total 28 units)

Course Number	Course Name	Units
IH 201	IH Theories and Methods in the Interdisciplinary Humanities	4
IH 202	Study Plan Design	4
IH 207	Introduction to the Interdisciplinary Humanities	2
IH 208	New Teaching Practicum	2
IH 204	Methods in the Interdisciplinary Humanities* (students take 2)	8
IH 250	Research Seminar in the Humanities	4
IH 251	Research Seminar in the Humanities	4

*IH 204, Methods in the Interdisciplinary Humanities:

204A. Texts and Archives

204B. Visual and Material Culture 204C. Ethnography and Performance

204D. Community Engaged and Public Humanities

3.2.2. Elective Courses (total 24 units)

Course Number	Course Name	Units
IH 203	Pedagogy in the Interdisciplinary Humanities	4
IH 209	Area Papers and Prospectus	1-12
IH 210	Readings: Past Worlds	4
IH 211	Identity, Power & Difference	4
IH 212	Readings: Migration and Belonging	4
IH 213	Readings: Expressive Culture - Visual and Material	4
IH 214	Readings: Literature, Language and Writing	4
IH 215	Readings: Critical Theory	4
IH 216	Readings: States & Nations and Empires	4
IH 217	Readings: Film and Media	4
IH 220	Readings: Social and Spatial Dynamics	
IH 221	Advanced Methods: Texts & Archives	4
IH 222	Advanced Methods: Visual and Material Culture	4
IH 223	Advanced Methods: Ethnographies &	4

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	Performance	
IH 224	Advanced Methods: Community Engaged and Public Humanities	4
IH 230	Readings: Expressive and Imaginative Works	
IH 240	Writing, Communicating, and Publishing for Publics	4
IH 242	Research Seminar: Space, Identity & Power	
IH 260	Advanced Professionalization	4
IH 291	Seminar Series in the Humanities	1-4
IH 294	Individualized Study in Pedagogy	1-4
IH 295	Graduate Research	1-12
IH 297	Research for Ph.D. Thesis	1-12
IH 298	Directed Group Study	1-12
IH 299	Directed Independent Study	1-12

*Up to 8 credits of elective courses may be taken from graduate courses outside the IH program.

- 3 **Independent Study Courses:** Students cannot take more than one (1) independent study course in their first 2 years without a General Petition waiver. Only students beyond the second semester of the second year who are in good academic standing, making timely progress toward their degrees, and who have fulfilled progress reporting requirements may take independent study classes. Independent study courses also may not substitute for the classes required by the curriculum.
- 3 **Summary:** A total of 52 units is required: 28 units of core courses, and 24 units from among the electives: at least two of those are Readings courses (IH 210-217) and one is an Advanced Methods course (IH 220-223). Core and elective classes must be taken for a letter grade. A minimum course load is 12 units each academic semester, and per UC regulations students cannot enroll in more than 12 units of graduate level courses per semester.

All Ph.D. students are required to enroll in IH 201, 202, 207, 208, 250 and 251. They are also required to take two methods courses chosen from IH 204 A, B, C or D. IH 201 and IH 207 and 208 are taken concurrently during the fall of the first year of matriculation, and IH 202 is generally taken during the fall of the second year. IH 204 is offered in the spring, with 204A & 204B offered one year, and 204C and 204D offered the following year. Students will take at least one advanced methods course (IH 220-223) and at least 2 readings courses (IH 210-217). IH 250 is taken in the spring of the second year, and IH 251 in the fall of the third year.

All Readings courses are repeatable; themes will vary based on instructor expertise.

Additional credits may be used at a student's discretion for research, exam preparation, thesis writing, courses outside of IHGG, or deeper exploration of an area of interest.

3.3 Special Requirements:

3 **Language Requirement:** All Ph.D. students must demonstrate proficiency in at least one language other than modern English or a linguistics-based skill (such as computer programming, stats, or GIS) that is relevant to their proposed course of study. At the end of the student's first academic year, the student and their advisor will fill out a standard form in which they identify a relevant language/skill, its purpose for the student's plan of study, the way in which they will demonstrate proficiency, and a timeline for completion. The form of demonstrating proficiency will be dictated by the way in which the proposed language/skill is to be used in the student's course of study. The form signed by the student and advisor will have a list of standard options from which to choose as well as the opportunity to propose an alternative type of examination or proficiency demonstration. Both the language/skill and the form of the evaluation must be approved by the IH Chair prior to the exam. Any language/skills exam is pass/fail and may be taken repeatedly, though it must be passed prior to advancement to candidacy. The exam can be waived for Any student whose first language is other than English and who uses their first language for their research, will be assumed to have passed the exam. The Graduate Division will be advised in writing about the date passed.

3 **Dissertation Plan:** In accordance with University of California policy, a minimum of four semesters in academic residence is required prior to awarding the Ph.D. In IH four to six years is required for completion of all degree requirements. All graduate students are considered resident graduates not candidates for a degree, unless admitted to candidacy after completion of all candidacy requirements and approval by the Graduate Division after formal application. A student advances to candidacy for the Ph.D. upon successfully demonstrating a high level of scholarship at the Ph.D. level, and upon completing all preparatory work and demonstrating readiness to proceed to the dissertation phase. Section 3.9 provides more detailed information on the dissertation phase.

3.5. Advising Structure and Mentoring:

3 **Advising Structure:** The Graduate Advisor is a member of the IH faculty and voting member of the Academic Senate who supervises the student's research and dissertation. Each student's Graduate Advisor, who is appointed by Graduate Group Chair, is a resource for information on academic requirements, policies and procedures, and registration information and is the Chair of the Dissertation and Examination Committees. The Admissions and Fellowships Committee will assign each admitted student a faculty advisor based upon student and faculty interest and faculty availability. The program will provide a first-year advisor of record to assure that each student is effectively acculturated into the program.

Students may subsequently switch advisors. The IHGG takes the Faculty Senate Graduate Council Mentoring Guidelines as the framework for an effective student-advisor relationship.

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A graduate student is expected to maintain Satisfactory Academic Progress toward the academic objectives defined by the IHGG and must do so in accordance with policies described in the IHGG Policies and Procedures Handbook as well as the Graduate Policies and Procedures Handbook.

3.5.2 Evaluation of Student Progress: Student progress towards the degree will be assessed at least annually, and this assessment will be provided to students in writing. The required student-initiated Progress Reports will indicate whether students are progressing toward their degrees and whether they are doing so within normative time. The advisor and Graduate Group Chair will develop a written plan for students whose progress is behind normative time to get back on track. Students who do not meet these requirements may no longer be in good academic standing. During the spring semester, the student and their advisor should meet to discuss the progress report. The student is responsible to submit the progress report, signed by the advisor, to the Graduate Advisory Committee. Students who do not submit a Progress Report may lose eligibility for funding as TAs, GSRs, or fellowships. It is the responsibility of each student's advisor, committee members, and other supervising faculty to be attentive to student progress and to communicate expeditiously with the student and with the Graduate Advising Committee about potential problems. Advisors and other supervising faculty should communicate with the Graduate Advising Committee as soon as they become concerned about a student's progress. The Graduate Advising Committee will determine appropriate steps, which may include heightened scrutiny, an informational warning, or a request that Graduate Division determine whether a formal communication of unsatisfactory progress is necessary on the basis of the criteria outlined in the Graduate Division Policies and Procedures and the Graduate Advisor's Handbook. The IHGG has adopted the Graduate Council Mentoring Guidelines, found [here](#). The Graduate Policies and procedures Handbook (GPPH) also shares best practices on managing professional relationships between graduate students and Faculty. The Graduate Advising Committee and the Graduate Group Chair are additional resources for answering academic questions and for resolving conflicts between students and advisors. The Graduate Group Staff assists students with identifying appointments and general university policies.

3.5.3 Grievance Procedures: Academic grievances requiring adjudication may stem from disputed examination results, or other issues. In cases of academic conflict, initially we work on an informal resolution. If a conflict cannot be resolved by informal means by the graduate chair or Advising and Professionalization Committee chair, students have the right to pursue academic grievances with the IH Advising & Professionalization Committee, which will assemble, review pertinent information, and provide a written summary to the Graduate Group Chair within 30 calendar days of the academic grievance. Extensions may be granted in writing by the Graduate Group Chair when warranted by key parties on either side of the academic grievance (e.g., extended travel obligations,

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illness). IH Advising & Professionalization Committee members who have a conflict of interest, for example if they are members of the examination committee that a student grievance involves, will recuse themselves from the review process, but may be interviewed by the remaining committee members. Members of the examination or dissertation committee would recuse themselves from the review process but may be interviewed. The IH Advising & Professionalization Committee will rule on the case. Students have the right to appeal this ruling to the Dean of Graduate Studies within 30 calendar days. The Graduate Dean may request that the graduate group's Lead Dean and/or other appropriate parties investigate the student's concerns or academic grievances and determine appropriate resolutions. Ultimately, the final resolution of all disputes lies with the Dean of the Graduate Division as described in UC Merced's Graduate Advisors Handbook. In the event that the dispute involves the Graduate Dean in her/his role as a faculty member, then the final resolution of all disputes resides with the Executive Vice Chancellor & Provost.

3.6. Doctoral Degree Committees: Two committees support the graduate student's advancement through the IHGG program. The Candidacy Committee is charged with determining the fitness of the student to proceed with the doctoral dissertation through a formal Qualifying Examination, and the Doctoral Committee supervises the preparation and completion of the dissertation and final examination. The Graduate Advisor is the Chair of the Candidacy and Doctoral Committees.

3.6.1 Candidacy Committee: The student's Graduate Advisor is the Chair for the Candidacy Committee. The committee is comprised of at least 3 faculty (including the chair) who are voting members of the University of California, Academic Senate, and two of whom are members of the IH faculty. Nominations of non-faculty members (i.e. Professional Researchers or faculty members from other universities) will be considered on an exception-only basis. For further details on the appointment process, see the Graduate Policies and Procedures Handbook on Doctoral Candidacy Committee.

3.6.2 Doctoral Committee: The Doctoral Committee shall supervise the preparation and completion of the dissertation and the final examination. In many cases the doctoral committee is the same as the candidacy committee, in which case no new nominations need to be made. The Doctoral Committee may be a 3 or 4-member committee (including the chair/advisor) selected by the student in collaboration with their advisor. Member nominations are submitted to the Graduate Division for formal appointment in accordance with Graduate Council policy. The committee must include three voting members of the University of California Academic Senate. In addition to three Senate voting members, committee members may be non-Academic Senate faculty on an exception-only basis. The Graduate Dean, on behalf of the Graduate Council, retains sole authority to grant exceptions. All such requests must be submitted in writing by the Graduate Group Chair to the Graduate Dean two weeks prior to the examination to allow a reasonable time for review.

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3.7. Advancement to Candidacy: All graduate students are considered resident graduates, not candidates for a degree, unless admitted to candidacy by the Graduate Division after formal application. Before advancing to candidacy for a doctoral degree, a student must have satisfied all course requirements set by the graduate program (52 credits), must have maintained a minimum GPA of 3.0 in all course work undertaken, and must have passed unanimously the Qualifying Examination before the Candidacy Committee appointed to administer that examination. In addition, IH Students will have completed their Language Exam, and have an approved dissertation prospectus. Normally, students advance by the end of the 6th semester, and no later than the end of the 8th semester. The student must file the appropriate paperwork (Advance to Candidacy for the Degree of Doctor Philosophy Form and Conflict of Interest Form) with the Graduate Division and pay the candidacy fee in order to be officially promoted to Ph.D. Candidacy.

An Application for Advancement to Candidacy initiated by the student and approved by the Graduate Group should be submitted to the Vice Provost and Dean of Graduate Education. The Application must be accompanied by General Petitions for any course credits that have not already been approved by the Vice Provost and Dean of Graduate Education. Deadlines for submission and approval of the Application for Advancement to Candidacy are published each semester on the Graduate Division website.

3 MA Along the Way: Advancement to candidacy is evidence that students have met the requirements for an MA. Therefore, students who have advanced to Candidacy are eligible to apply to the Graduate Division for an MA along the way.

In accordance with University of California policy, students must be advanced to candidacy for their degree prior to degree conferral. All MA degree requirements must be met, either thesis or capstone and final paperwork submitted to Graduate Division by the end of semester of which they apply to graduate

(<https://graduatedivision.ucmerced.edu/graddivgraduation>).

3.8. Qualifying Examination Requirements: Passing this exam makes the student eligible for advancement to candidacy. The qualifying exam should be successfully passed by the 6th semester and no later than the end of the 8th semester after admission to the Ph.D. program. It is the student's responsibility to complete the Application for Qualifying Exam for and submit it to the Graduate Division one month prior to the proposed examination date.

Fields: In their second year, students will identify three fields of study (a major field and two others) which will support their intended dissertation. These fields will be the basis of the qualifying examination.

Goals

The goal of the qualifying exam is to show that the student is prepared to write a dissertation. To do that they should demonstrate

- Fluency in employing key theories and methods
- Domain expertise with current scholarly debates/discussions in their fields
- Mastery of current scholarship in the areas of their proposed research

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The readings for the fields are done throughout students' time in the program. For each of their three fields, there is a reading list. This varies in extent between book and article disciplines and may include a mixture of primary and secondary readings, but should demonstrate breadth of reading in theories and methods in each field, as well as depth in the area of their dissertation focus. Generally this means 40-50 readings (articles and books) for a major field, with shorter lists for other fields.

Components of the Qualifying Exam: The qualifying exam has three components: preliminary written work, an oral exam, and a dissertation prospectus.

Preliminary written work: Students present a portfolio that demonstrates their expertise in their 3 fields:

- Can be 2 or 3 area papers of 15-20 pages addressing reading lists
- A published paper may substitute for an area paper if it demonstrates the qualities above
- Papers written for seminars may be the basis of area papers, though students will often revise/update them in light of work they have done since they were originally written.

These papers should lay the conceptual, theoretical, methodological, and interpretive groundwork for the dissertation.

Oral Exam: The oral exam is at least 2 hours and responds both to area papers and reading lists more generally.

Dissertation Prospectus: Students are required to write a dissertation prospectus of about 10 pages. The dissertation prospectus defense follows the qualifying exam. It is conducted on the same day as the qualifying exam, or depending on the advice of the Candidacy Committee, may be scheduled within six months of the completion of the oral exam and conducted in a separate meeting with the committee. Revisions to the prospectus based on that meeting may be approved by email.

The dissertation prospectus:

- 3.8.1.3.1 provides an overview of the central questions of the dissertation
- 3.8.1.3.2 discusses the theories and/or methods to be used, and
- 3.8.1.3.3 includes a preliminary literature review

For some, the dissertation prospectus is used as the basis of grant applications, and they may wish to write a more detailed prospectus. (It is also possible that the paper written in IH 250-251 will serve this purpose.)

- 3 **Outcome of the Qualifying Exam:** The Committee must conclude its examination when convened with the student present. The exam outcome is reported to Graduate Division on the Qualifying Exam Report. The committee, having reached a unanimous decision, shall inform the student of its decision to:

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- **Pass with Distinction:** Students whose committees unanimously deem that their exams demonstrate exemplary recall of information and knowledge, exceptional written and oral communication, and highly creative analysis and synthesis will receive a Pass with Distinction.
- **Pass:** A student has passed when the Qualifying Examination Committee unanimously votes that the student passed the entire examination with scholarship that is at least acceptable. The committee must report to the Graduate Council via the Vice Provost and Dean of Graduate Education within 30 days. If agreed unanimously by the committee the student may be allowed to make minor modifications prior to submitting the results of the examination.
- **Fail:** A student has failed when the Qualifying Examination Committee votes unanimously that the student failed the entire examination. The second examination may have a format different from the first, but the substance should remain the same. A student whose performance on the second attempt is also unsatisfactory, or who does not undertake a second examination within six months from the first attempt is subject to academic disqualification. A third examination may be given only with the approval of the Graduate Group committee and the Vice Provost and Dean of Graduate Education.
- **Pass with Conditions:** A student has partially passed when the Qualifying Examination Committee votes unanimously that the student passed some components but failed others. In this instance, the following apply:
 - The student has the option of taking a second examination as detailed in above on the components failed; and
 - The chair of the committee must write a letter to the student, with a copy to the Graduate Division, conveying the information about the student's performance (pass, fail, or partial pass) on each of the components covered during the examination.

If a unanimous decision takes the form of "Pass with Conditions" or "Fail", the Chair of the Candidacy Committee must include in its report a specific statement, agreed to by all members of the committee, explaining its decision and must inform the student of its decision.

3.9. Dissertation Requirements: The dissertation is the culminating task of the Ph.D. student, and as such, a successful Ph.D. dissertation demonstrates that the student has achieved mastery in every Program Learning Outcome and is prepared for an independent professional career in the humanities. Outstanding dissertations are well written works that show deep knowledge of a topic and mastery of all the relevant prior work on a subject. They display insightful thinking and make important breakthroughs. They are the product of well-designed research and thorough work. Quality and care are evident in the analyses and presentation. The argument is focused, logical, rigorous, and sustained. The hallmark of a successful Ph.D. dissertation is its originality and significance. An original contribution asks a new research question or answers an old question in a new way. It may

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use novel sources or methods. It is of interest and importance to an entire specialist community. It pushes a field's boundaries and influences the field by changing the way people think about a question, method, or body of material.

Whatever the nature of the student's research, students should meet regularly with their dissertation committee. The dissertation must be submitted to each member of the dissertation committee at least one month before the student expects to make the defense. Informing committee members of progress as writing proceeds helps the members to plan to read the dissertation and provide feedback. The dissertation must be approved and signed by the dissertation committee before it is submitted to Graduate Studies for final approval.

3 Non-Traditional Dissertations: Some students will wish to use various forms of non-traditional work (e.g. documentary film, dramatic scripts, museum exhibitions, innovative curricula) as central components of their dissertation. The expectation of knowledge production characteristic of a PhD will be applied to non-traditional dissertations and will be evaluated through a companion essay, the written element that will accompany the research product. The companion essay will be at least 20,000 words and will situate the work in a scholarly and practice context. It will include a review of the literature; discussion of research and practice methods used; significance for the field; findings; interpretation and analysis; conclusion.

The whole dissertation—essay and non-traditional work combined—needs to demonstrate the rigorous research and intellectual engagement expected of any dissertation, in this case with an explicit link between research, practice and theory.

3 Final Examination/Dissertation Defense: The dissertation defense is the culmination of the graduate program. The student delivers a formal presentation about their dissertation and fields questions about it from their committee. A successful defense demonstrates exceptional verbal communication skills, reveals the student's capacity to succinctly synthesize the entire dissertation into a brief and clear presentation, and displays the student's ability to respond extemporaneously and persuasively to questions about the content, methods, and context of the thesis or dissertation. If a student passes the defense, it means that they are ready to file the dissertation, potentially following minor revisions.

The defense includes a public component open to all IHGG faculty and students, and a closed component limited to committee members. The format is as follows: 1) Student presents their work in a formal 30-minute talk open to all IHGG faculty and students. This is followed by 2) a 30-minute Q & A open to IHGG faculty and students, and then 3), a 60-minute closed session for committee questions, critique, and discussion. Any student who finds the public component potentially harmful to student or research community wellbeing may request a waiver of the open session by submitting a memo and a letter of support from his/her advisor to the Graduate Advising Committee for evaluation at least one month before the scheduled examination date.

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Upon completion of the final examination and approval of the dissertation, the Doctoral Committee recommends, by submission of the Report on Final Examination of the Ph.D. Degree Form, the conferral of the Ph.D. subject to final submission of the approved dissertation for deposit in the University Archives. The Committee recommendation must be unanimous.

The submission of the dissertation is the last step in the program leading to the award of a doctoral degree. All dissertations submitted in fulfillment of requirements for advanced degrees at UCM must conform to certain University regulations and specifications with regard to format and method of preparation. The UCM Thesis and Dissertation Manual is available at the Graduate Division website. The Doctoral Committee certifies that the completed dissertation is satisfactory through the signatures of all Committee members on the signature page of the completed dissertation. The doctoral committee chair is responsible for the content and final presentation of the manuscript.

Detailed information and instructions on the submission and filing of the dissertation is available in the UCM Thesis and Dissertation Guide . A schedule of dates for filing the thesis in final form are published on the Graduate Division website in the [Dates and Deadlines section](#).

- 3 **Normative Time to Degree:** The expectation in Interdisciplinary Humanities is that students will advance to candidacy before the start of the fourth year. Normative Time in Candidacy, which are the remaining semesters recommended for completion of the dissertation, is an additional 6-8 semesters. The range of times reflects the varied forms of research student undertake as well as the varied time needed for skill development before advancement to candidacy. Some research methodologies require time away from campus such as field-based or archival research which tends to take longer to complete. Thus, the normative time to degree is 6-8 years.

3.11. Typical Timeline and Sequence of Events

Year One	Fall	Spring
	IH 201 Methods and Approaches	IH 204 A,B,C or D
	IH 207, Introduction to IH	Either another IH 204 or Reading Course
	IH 208, New Teaching Practicum	Reading course or Advanced Methods course
	Reading Course (IH 210-217)	
Year Two	Fall	Spring
	IH 202: Study Plan Design	IH 250: Research Seminar
	Readings course	IH 204 or Readings course
	Readings or Advanced Methods course	Elective
Year Three	Fall	Spring
	IH 251 Research Seminar	Advancement to Candidacy
		299 Independent study

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	IH 299 Independent Study	IH 209, Area Papers & Prospectus writing
	IH 209, Area Papers & Prospectus writing	
	Language Exam Qualifying Exams	Prospectus Submission
Year Four-Six	Dissertation (Field work, archival work, or other research	
	(Optional) IH 240, Writing, Communicating and Publishing for Publics; IH 260 Advanced Professionalization	

- 3 **Sources of Funding:** Graduate students who received a funding offer with their admissions offer will have their financial support according to the terms of the funding offer. Funding will come through a combination of Teaching Assistantships, graduate Research Assistantships, and/or Fellowships. More information on financial support can be found in the [Graduate Policies and Procedures Handbook](#).
- 3 **Change of Degree Level (Ph.D. to Masters, and/or Master's to Ph.D.):** Students who have been admitted to the Ph.D. program, but decide to switch to the M.A. program, need to fill out the required Graduate Division paperwork to change their degree objective. They should work with their advisor on how to complete the requirements of the M.A. degree, whether thesis or capstone project.

Students enrolled in the M.A. program who wish to change degree objective to the Ph.D. may apply with a letter of intent, and support of their advisor and members of their committee. Decisions to approve the change of degree to the Ph.D. rest with the Admissions & Fellowships committee.

4. General Information

- 4 **Exceptions:** Students who wish to seek a waiver to any IH course requirement must: fill out the General Petition, explaining the proposed exception, a proposed substitution for the requirement, and the educational rationale for the request, and b) obtain a letter of support from their faculty advisor. The Graduate Advising Committee will review student General Petitions and make determinations about them. The Graduate Division will also need to review and approve any General Petitions.
- 4 **Courses outside of IH:** Given the interdisciplinary orientation of the IH program, students beyond the first year are encouraged to take courses and work with faculty in other programs at UC Merced and beyond. These courses should be taken after the first year of study in the program. Students beyond the first year may use up to eight elective credits in their second year for courses outside of the program.

4.3 Planned Educational Leave Program (PELP), In Absentia and Filing Fee status:

Information about PELP (Planned Educational Leave Program), In Absentia

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(reduced fees when researching out of state), and Filing Fee status can be found on the Graduate Division website.