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From the Graduate Chair

On behalf of the faculty and staff of the History Department at McMaster, I would like to extend a warm welcome to prospective, incoming and returning graduate students. This handbook sets out the broad outlines of our graduate programs and provides information on how to make the most of what our department offers. The History Department is proud of our reputation for providing a rigorous graduate educational experience within a supportive environment. We have endeavoured to encourage excellence by limiting admittance to students with outstanding records, and by pushing those in the program to excel in their coursework and research projects. This emphasis on high academic achievement is matched by our commitment to individual mentoring, collegiality, and professional development. The faculty and staff view the Department’s graduate students as our junior colleagues, and we value highly their teaching, research and social contributions to the life of the department. In the coming year, in addition to the regular course instruction and research supervision, we will again be offering departmental colloquia by international scholars, departmental faculty, and our own graduate students, as well as participating in the events of the Wilson Institute for Canadian History. We also hope that our graduate colleagues will again help us organize and participate in some of the many social activities that we have enjoyed in the past. I offer you my best wishes for a challenging and rewarding year as members of the Department.

Sincerely,

Tracy McDonald

Up to date information on the happenings in the department can be found on the Department’s Website: [https://history.humanities.mcmaster.ca/](https://history.humanities.mcmaster.ca/)
Graduate Programs

The Department of History offers programs leading to the M.A. and PhD degrees. Part-time M.A. and Ph.D. Studies are possible. The programs offered by the Department cover not only the standard geographic areas and chronological divisions of the western world, but also regions and themes outside this framework. The full range of approaches to history, from political and economic through social and intellectual, find representation. The Department supervises doctoral research in a variety of areas of specialization.

### Thematic Breakdown of Faculty Interests

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*post c. 1800

Other potential categories: Childhood, Sport, Rural/Agrarian, Animal Studies

### Geographic Breakdown of Faculty Interests

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M.A. in History

The History Department offers work leading to the M.A. degree. Admission to the program requires, subject to the general regulations of the School of Graduate Studies, an Honours B.A. in history or in history and another subject, with at least a B+ standing. Potential applicants with a B.A. Honours degree in a closely related discipline should consult with the Graduate Chair or the Chair of the Department.

General

The candidate should consult the Regulations for the Master of Arts Degree set forth in the School of Graduate Studies Calendar. The calendar is available on the School of Graduate Studies (SGS) website: https://academiccalendars.romcmaster.ca/index.php?catoid=39. It is particularly important that the candidate be aware of the regulations governing such matters as Full-time and Part-time Status, Leaves of Absence, and Thesis Supervision (Major Research Project). All graduate students, including part-time students, must complete the courses SGS #101- Academic Research Integrity and Ethics and SGS #201- Accessibility for Ontarians with Disabilities Act (AODA) Training within the first month after their admission to graduate studies at McMaster.

Requirements

Candidates for the M.A. degree normally complete degree requirements in one calendar year of continuous work. Candidates must obtain at least a B- standing in all seminars. Only graduate seminars (courses numbered 700) may be counted for graduate credit. Failure on any course in the M.A. program will mean students will be asked to withdraw from the M.A. program.

Requirements for M.A. by Course Work

Students will complete six half courses, plus the Masters Research Paper:

- Five seminar courses from those offered by the Department in any given year. Master’s candidates may choose one half course seminar from those offered by another Department, subject to approval of the History Department
- History 741 Historiography
- M.A. MRP (Master’s Research Paper) History 797. Length of paper: about 30 pages of text (8,000 – 10,000 words), exclusive of footnotes and bibliography. The paper is due the first week of August.
Requirements for M.A. by Thesis

- Three half-course seminars from those offered by the Department in any given year. Master’s candidates may choose one-half course seminar from those offered by another department subject to the History Department
- History 741 Historiography
- A thesis of 80-100 pages (25,000 words of text), exclusive of footnotes and bibliography under the supervision of a member of the department. To be submitted by early October.

Acceptance in the M.A. by thesis stream is not automatic with admission to the M.A. program. Students will require approval in writing from their prospective supervisor, submission of a formal thesis proposal and approval by the Graduate Chair by 1 February of the year that they enter the program.

Timeline

Work for fall term courses must be completed before the holiday break in December. Work for winter term and fall/winter term courses must be completed by the end of April. During the Spring/Summer term students will be required to complete the Major Research Project (MRP) of up to 30 pages (exclusive of footnotes and bibliography). **NB: This is a strict page limit; MRPs must not exceed the maximum length.** Students will develop the research project in the first two terms and will work on it in a concentrated fashion over the spring and summer terms. Students are encouraged to consult with potential supervisors as early as possible, by the end of fall term at the latest. In consultation with their supervisor, students will develop a plan of research appropriate to the time available for study and the required length of the MRP. MRP proposals are due to the Graduate Chair by 1 February.

The Graduate Committee will evaluate proposals on a pass/fail basis, returning unsuccessful proposals to the students for revision and resubmission by 1 March. Revised proposals are due by 15 March.

The summer months will be devoted to independent research toward the completion of the MRP, submitting drafts to your supervisor and seeking advice or answers to questions as necessary. A draft of the entire MRP must be submitted to the supervisor by 1 July. The draft will be returned with comments and suggestions for revision to the student by the third week of July. The final MRP is due the first Tuesday after the long weekend in August (first week of August).

Completion time for the course work and MRP will be 12 months of full-time study. If the candidate fails to submit the MRP by the end of August, but intends to finish, he or she must re-register. If a candidate does not re-register and later wishes to be readmitted to the program in order to submit the MRP, the fees will be charged retroactively for one full year. Students wishing to be readmitted must petition the Graduate Chair of the Department of History.
Program and Course Selection

During the summer months prior to arriving, students will receive a form asking them to choose their program option and indicate their preferences for graduate courses. Confirmation of course selection will be sent out late in the summer. In most cases, students will be permitted to choose their courses freely from among those offered in any particular year. Graduate courses must have a minimum enrolment of four to run and are limited, in most cases, to a maximum of fifteen (core courses may be slightly larger). Graduate courses offered by the Department of History meet once a week during the fall and winter terms. Active participation in class discussion is expected in all our graduate courses. Written work varies according to whether a student is in the MA or PhD stream. An examination may be scheduled at the end of the course.

Independent Studies: Reading courses listed in the calendar but not offered this year may be taken on an independent study basis. Students are responsible for obtaining the approval of the appropriate faculty member and the Graduate Chair and must do so before registering on Mosaic. Students may not take more than one course by independent study.

Courses Outside the Department: One half course in lieu of a graduate seminar may be taken by MA and PhD candidates outside the Department, subject to approval of the instructor and the Graduate Chair.

Major Research Project (MRP)
The Major Research Project should be an analysis of a well-defined topic, framed by a clear research question, and firmly situated in relevant critical conversation(s), normally 30 pages (8,000 – 10,000 words) in length. All sources should be cited according to the conventions of a recognized academic style (MLA, Chicago, etc.). Projects involving research participants (e.g. interviews, focus groups or surveys) must receive approval from the McMaster Research Ethics Board (https://reo.mcmaster.ca/front-page). It is important that students requiring ethics review begin consultation with the REB in the fall, in order to complete the process before embarking on research.

Language Requirement

The department does not require MA students to demonstrate an ability to read a language other than English. However, students should be aware that PhD programs in History do require students to demonstrate this ability.

Part-Time M.A. Program

Students may be admitted to the M.A. program on a part-time basis. The requirements for the part-time M.A. are the same as those for the full-time M.A., but the student completes them over a longer period of time, normally three years. The School of Graduate Studies permits a part-time student to take one and a half courses per year, this would constitute a serious burden for someone with a full-time job. NB: Please note that the scheduling of graduate classes varies from year to year, and that they normally occur within the hours of 9:30am and 5:30pm

2019-2020 Graduate Handbook
Ph.D. in History

General

The Ph.D. program in History at McMaster normally entails four years of study. Ph.D. candidates should consult the general regulations for the Doctor of Philosophy Degree at McMaster in the School of Graduate Studies Calendar. The Calendar is available on the School of Graduate Studies website at https://academiccalendars.romcmaster.ca/index.php?catoid=39. It is particularly important that candidates be aware of the regulations governing such matters as Full-time and Part-time Status, Leaves of Absence, and Thesis Supervision. All graduate students, including part-time students, must complete the courses SGS #101- Academic Research Integrity and Ethics and SGS #201 – Accessibility for Ontarians with Disabilities Act (AODA) Training within the first month after their admission to graduate studies at McMaster.

The Department supervises doctoral research in a variety of areas of specialization. Candidates must contact individual faculty for guidance on appropriate thesis topics.

Courses

When admission to Ph.D. work has been granted a candidate will, in consultation with their prospective supervisor and the Graduate Chair, select two Minor Fields and one Major Specialization. Minor Fields and Major Specialization will cover the principal literature in the areas of concentration.

Minor fields normally consist of two half-year 700-level graduate reading seminars in each of which a major historiographical essay and a written course examination are required. The grade for a minor field will consist of the grades for the in-course requirements, the examination, and the historiographical essay, as indicated by the minor field supervisor. One minor field course will be taken in the fall term, the second in the winter term.

While some overlap may be deemed beneficial, the Minor Fields should not duplicate Major Specialization reading. All doctoral candidates must have a minimum of three, and usually four, instructors supervising the combination of their Minor Fields and Major Specialization.

The Major Specialization, His 798, begins in September and takes the form of a reading course that will run normally until the following May. The reading for the course will be determined by the course instructors to ensure appropriate breadth and depth of the reading list. As part of the reading course candidates will complete a significant historiographical paper or papers as well as a mandatory examination.

Successful completion of 6 units of Minor-Field coursework and 6 units of Major Specialization coursework, fulfill the course requirements of the School of Graduate Studies for doctoral candidates. Satisfactory performance in doctoral Minor Field and Major Specialization courses is a minimum grade of B-. A single grade of F on any course in the Ph.D. program, or two B- grades, entails automatic withdrawal from the program.
Finally, all PhD candidates will write a dissertation research proposal by the end of their first year in the PhD programme. Each candidate’s proposal, of 10-15 pages in length, must be defended on a Pass/Fail basis by the candidate’s PhD committee no later than the second week of October. This defence will constitute the required PhD comprehensive examination (written and oral). In order to attain a passing mark, the dissertation proposal and its oral defense must satisfactorily demonstrate breadth of knowledge and the integration of key ideas and methods related to the student’s thesis area. Successful passage of the comprehensive examination along with successful completion of the coursework is required before a candidate may proceed in programme.

**Language Requirement**

Language requirement for doctoral candidates: competence in English and one other language is the minimum requirement of the Department of History. For candidates working in Canadian, British, or thematic areas, the other language will normally be French, although utility in the candidate’s proposed field of research will be the governing consideration. Candidates researching in European History must demonstrate competence in two appropriate languages. Competence in a modern non-English language is deemed to mean the ability to translate standard historical prose with the aid of a dictionary. Specific expectations for translation competency are explained in the Ph.D. regulations which are available on the department website. Written tests are administered by the Department for Ph.D. candidates at intervals throughout the academic year. In particular cases the Supervisory Committee may recommend that a candidate demonstrate proficiency in an additional language or in special methodological skills, such as statistics or advanced cartography, in preparation for her or his research. All such recommendations must be approved by the Graduate Studies Committee. One language requirement for the Ph.D. must be cleared by the time the Comprehensive Examination is completed. Candidates requiring two or more languages should complete the language requirement most relevant to their dissertation topic before completion of their Comprehensive Examination; the other language requirements may be completed while working on the dissertation but must be cleared prior to the dissertation defense.

**Additional Information**

In certain cases, applicants with a B.A. (Honours) or the equivalent may be admitted directly to Ph.D. studies if their previous academic record shows sufficient promise, including at least an A average. Within one calendar year, the progress of students admitted to Ph.D. studies directly from a bachelor’s degree will be reviewed by their supervisory committee and the Graduate Studies Committee. The Graduate Studies Committee will then recommend to the School of Graduate Studies one of the following:

a. proceed with Ph.D. studies  
b. not proceed with Ph.D. studies but re-register as a Master’s candidate  
c. withdraw from the University  

2019-2020 Graduate Handbook
The Ph.D. coursework required for candidates admitted directly with a B.A. (Honours) or the equivalent will be 15 units, comprising successful completion of two Minor Fields; completion of the Major Field; and successful completion of HISTORY 741 Historiography.

**Supervisory Committee**

The Ph.D. supervisory committee ordinarily consists of a supervisor and two other faculty members. No PhD candidate will be offered admission to the programme without a PhD supervisor(s) in place before entry. Once admitted, in September of the entering year, a supervisory committee will be formed by the supervisor(s) in consultation with the candidate and the Graduate Chair. The supervisor and one reader must be full-time members of the Department of History; the other member of the committee may be from outside the Department in cases where the thesis topic warrants external advice. Exceptions are subject to approval by the supervisor(s) and the Graduate Chair.

Students and supervisors are expected to meet regularly to discuss the student’s progress through the degree. The frequency of meetings should be negotiated between supervisors and students, and will vary, depending on the stage of the program. Meetings with other members of the supervisory committee should also take place as needed. The School of Graduate Studies requires that a meeting take place between the student and the entire committee each year, ordinarily in October, to review the student’s progress and the quality of supervision received, and to outline plans for the coming year. An electronic form initiated by the student outlines details of progress made, followed by the supervisor’s report, goals for the coming year, and areas for improvement where appropriate.

Requests for a change of supervisor or for a change in the composition of the supervisory committee must be submitted to the Graduate Chair for approval. First, the student should consult either the thesis supervisor or the Chair of the Graduate Studies Committee. Whoever receives this request should ensure that the proposed change is communicated to all members of the supervisory committee. The student should then proceed to make their request in writing to the Graduate Chair.

**The Comprehensive Examinations**

University regulations require that Ph.D. candidates take a Comprehensive Examination in order to demonstrate “breadth of knowledge and a maturity of approach to a wide range of topics within the disciplines.” Ph.D. candidates in History satisfy this requirement by writing their dissertation research proposal (see above, Courses) and defending by the second week of October.

**The Thesis**

After the completion of the Comprehensive Examination, the candidate will write a thesis normally of between 250 and 300 pages (not including bibliography). During this period the candidate is required to meet with their supervisory committee at least once a year, ordinarily in October, in addition to regular meetings with the supervisor and other committee members as necessary. No specific regulations about types of theses are set forth by the Department; hence, the thesis will be developed by the candidate in consultation with the supervisory committee.
Written portions of the thesis should be presented to the supervisory committee for comment and approval. Any substantive change in thesis topic must be agreed to by the supervisory committee and endorsed by the Graduate Studies Committee, which will also make arrangements for changes in the supervisory committee when necessary.

All other degree requirements must be completed before the thesis is submitted to the School of Graduate Studies.

The Thesis Oral Examination

The candidate will be required to defend the thesis at an oral examination specifically convened by the Dean of the School of Graduate Studies. The School of Graduate Studies Calendar https://academiccalendars.romcmaster.ca/index.php?catoid=39 contains information on the composition of the examining committee and a description of the procedure for the oral defense.

Part-Time Ph.D. Studies

Ph.D. Studies require a major commitment in terms of time and energy. Therefore, the Department of History recommends that Ph.D. applicants plan to enroll as full-time students. The part-time Ph.D. option should be chosen only in exceptional circumstances. Since the Department can accept only a very limited number of part-time Ph.D. candidates at any one time, applicants will be required to provide a written explanation of the special circumstances that make it impracticable for them to pursue the degree on a full-time basis. Also, please note that the scheduling of graduate classes varies from year to year, and that they normally occur within the hours of 9:30am and 5:30pm.

History Graduate Course Listing

<table>
<thead>
<tr>
<th>Course No</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>700</td>
<td>Law, Human Rights and Empire</td>
</tr>
<tr>
<td>702</td>
<td>War and American Society Since 1898</td>
</tr>
<tr>
<td>705</td>
<td>Political Culture in Europe, 1900-1956</td>
</tr>
<tr>
<td>706</td>
<td>Culture and politics in Nineteenth-Century France</td>
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<tr>
<td>707</td>
<td>European International Relations, 1890-1956</td>
</tr>
<tr>
<td>717</td>
<td>Topics in Early Modern European History</td>
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<tr>
<td>720</td>
<td>Canadian Social History</td>
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<tr>
<td>721</td>
<td>Modern British History</td>
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<tr>
<td>723</td>
<td>Global Environmental History</td>
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<tr>
<td>725</td>
<td>Environmental History: Canada in International Perspective</td>
</tr>
<tr>
<td>728</td>
<td>American Foreign Relations</td>
</tr>
<tr>
<td>729</td>
<td>Twentieth Century Germany</td>
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<td>741</td>
<td>Historiography</td>
</tr>
<tr>
<td>743</td>
<td>Topics in Soviet History</td>
</tr>
<tr>
<td>752</td>
<td>United States Women’s and Gender History</td>
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<tr>
<td>754</td>
<td>Social and Environmental History of Modern America</td>
</tr>
<tr>
<td>755</td>
<td>History, Heritage and Memory: How the Past is Used in Modern Western Culture</td>
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<tr>
<td>756</td>
<td>The World Wars</td>
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<tr>
<td>757</td>
<td>The British Empire and Global Integration, 1815-1960</td>
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<tr>
<td>764</td>
<td>Global Power, Local Cultures: Comparative Colonialisms in Africa</td>
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<tr>
<td>765</td>
<td>Canadian Sport History</td>
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<td>766</td>
<td>Imperialism and Medicine</td>
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<tr>
<td>767</td>
<td>War and Society in East Asian History</td>
</tr>
<tr>
<td>769</td>
<td>Historical Representations of Cities</td>
</tr>
</tbody>
</table>
Graduate Funding

The Department attempts to provide all full time MA candidates with at least a one term (i.e., half) Teaching Assistantship. A number of scholarships of between $1,500 to $10,000 will be awarded by the Graduate Committee to incoming candidates.

Candidates accepted into the PhD program are guaranteed support annually for four years. This amount will be made up of a scholarship awarded by the Department and a Teaching Assistantship. The 2019/2020 value of a full Teaching Assistantship as set in the CUPE contract is $11,605.58; value of a half Teaching Assistantship is $5,802.79. Part time PhD candidates are not eligible for funding.

Major Scholarships

All eligible (up to 40 forty months full time doctoral study by 31 December of the year applying) full-time doctoral students are required to apply for SSHRCC (Social Sciences and Humanities Research Council of Canada, value $20,000 and SSHRC CGS, value $35,000.) awards. Preparation of applications should begin early, as completed applications are to be submitted to the Department in October.

Grants for Research and Travel

**Mildred Armstrong Fund:** Offered to MA and PhD students. A maximum of $1,000 in any academic year to support presentation of papers at conferences, research travel to archives or purchase of research materials or attendance at conferences. Apply through the Department.

**Richard Fuller Memorial Scholarships:** For travel and other research related costs. All doctoral students who have completed their major field comprehensive examination may draw on this fund (maximum $5,000). Preference is given to non-Canadianist candidates. Apply through the Department.

**L.R. Wilson Graduate Travel Scholarships:** Currently offered for travel and other research related costs. All doctoral students who have completed their major field comprehensive examination in Canadian history may draw on this fund (maximum $5,000). Apply through the Department.

Female students in History (and English) may apply for **Edna Elizabeth Ross Reeves Scholarships** for research and travel costs (one to four scholarships awarded annually, value up to $2,500).

**Further Sources of Travel Support for Conference Presentations and Research:**
GSA Travel Assistance Grants (SGS Calendar 8.5.1): For research and conference presentations ($500).

James and Helen Harvey Travel Scholarship (SGS Calendar 8.5.2): For research ($1,000).

Yates Scholarship Fund (SGS Calendar 8.5.6): For research and conference presentations (unspecified amount).

Specific History Awards:

The Richard Fuller Memorial Awards: To be awarded to in-course PhD candidates on the basis of their performance. Two may be awarded by the School of Graduate Studies on the recommendation of the Chair of the Department of History. ($1,500)

The Edith M. Wightman Travel Scholarship: Awarded by the School of Graduate Studies on nomination from the Departments of Classics and History to help support travel costs associated with thesis research or sponsored archaeological projects in Europe and the Mediterranean. ($1,000)

E.M. Wightman Essay Prize: Awarded to an M.A. Student in History who submits an essay “which is adjusted best to display a combination of imagination and originality with a comprehensive and accurate command of relevant scholarship”. ($100)

H.W. McCready Graduate Prize in History: Awarded annually to a worthy M.A. graduate on the recommendation of the Department of History. ($500)

The James Robertson Carruthers Memorial Award: Available to students in the Faculty of Humanities. Preference to be given to students in the Department of History. ($1,250)

The James Robertson Carruthers Memorial Award: Available to students in the Faculty of Humanities. Preference to be given to students in the Department of History. ($1,250)

The Ezio Cappadocia Graduate Prize in History: Honours excellence in graduate course work in European History. Awarded annually to an M.A. graduand on the recommendation of the Chair of the Department of History. ($260)

The Buchanan's Bounty Trust Book Prize: Awarded annually to one or more graduate students in English or History programs at McMaster. ($500)

The Richard A. Rempel Award in History: To be awarded annually by the School of Graduate Studies to a currently registered MA or PhD student upon the recommendation of the Department of History. ($500)

The United Empire Loyalists (Hamilton Branch) Scholarship: Established in 2004 by the United Empire Loyalists’ Association of Canada (Hamilton Branch) to support research in Canadian History. The award to be made by the School of Graduate Studies on the recommendation of the Department of History to a graduate student conducting archival research in Canadian History for the period 1750 to 1850.
Graduate Activities

Thursday Colloquium Series

The department strives to promote intellectual exchange between faculty and students. Departmental members, graduate students, and invited visitors speak at the regular Thursday Afternoon series, which is open to the university committee to attend. It is required that all Ph.D. students will present at some point in their programme a paper based on their research.

Annual Graduate Colloquium

The department presents an annual Graduate Studies Colloquium, which is organized around a broad topic directed towards a wider audience.

History Graduate Students’ Society (HGSS)

Departmental students established the History Graduate Students’ Society in 2003 to foster professional academic development by and for students and to provide a collegial scholarly environment. All McMaster University history graduate students are invited to participate in any or all activities and to present ideas that will help the HGSS serve the professional and social needs of history graduate students.

Professionalization Committee

Department and student reps organize a series of professional and development sessions throughout the year.

Seminars

Department of History 2019-2020 Graduate Courses
https://history.humanities.mcmaster.ca/graduate-programs/courses/

Graduate Calendar
School of Graduate Studies 2019-2020 Academic Calendar
https://academiccalendars.romcmaster.ca/index.php?catoid=39

Policies and Regulations

Thesis Completion
Guidelines for Preparation:

Progressing to Degree Completion
https://graduate.mcmaster.ca/academic-services/degree-completion

Guide to Accessing Academic Advisement Reports
https://gs.mcmaster.ca/sites/default/files/resources/academic_advisement_-_accessing_advisement_reports.pdf

Academic Integrity Policy
https://www.mcmaster.ca/policy/Students-AcademicStudies/AcademicIntegrity.pdf
Accessibility
https://accessibility.mcmaster.ca/topic/resources/

Collective Agreement for TA/RA in lieu of TA

Leaves of Absence
http://academiccalendars.romcmaster.ca/content.php?catoid=20&navoid=3572#2-5-7_leaves_of_absence

Petition for Special Consideration

Incomplete/Failing Grade
https://academiccalendars.romcmaster.ca/content.php?catoid=20&navoid=3572#2.6.4_Failing_Grades_andIncomplete_Grades

Student Code of Conduct

Student Appeals Process
https://www.mcmaster.ca/policy/Students-AcademicStudies/StudentAppeal.pdf

Copyright Policy
https://milo.mcmaster.ca/faqs/copyright_mac

Discrimination, Harassment & Sexual Harassment Prevention and Response Policy
https://www.mcmaster.ca/respectfulcommunity/policy-procedures.html

Research Integrity Policy
https://mdprogram.mcmaster.ca/docs/default-source/general-resources-page/student-mistreatment/research_integrity_policy.pdf?sfvrsn=4
Department of History Faculty

For further information about faculty members’ research and teaching interests, as well as major publications, see the History Department website: http://history.mcmaster.ca/

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Questions? …

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