

Program in History and Philosophy of Science
University of Notre Dame

Handbook for Graduate Study

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Disciplinary Departments and HPS

Each student in HPS is associated with a “disciplinary department”: History track students with the History department, and so on. In general, students should follow the regulations in the handbooks of their disciplinary department, except where HPS makes specific exceptions. These handbooks can be found on the websites of the disciplinary departments. The requirements of each of the HPS tracks will be presented in parallel with the departmental requirements.

Length of Course Work

Course work on the History and Philosophy tracks is intended to take five semesters. Students who enter the Program with a master’s degree from another institution may possibly, with consultation of the Director of HPS and the DGS of the disciplinary department, reduce their total number of courses by three, making it possible to complete the course work in two years. The course work on the Theology track takes two years.

HPS Core Courses

The five HPS core courses, referred to in the following requirements, are as follows:

H1: History of Science, Technology, and Medicine to 1750	P1: Philosophy of Science
H2: History of Science, Technology, and Medicine since 1750	P2: History of the Philosophy of Science from the Scientific Revolution to 1900
S: Social Studies of Science	

The course classified as “S” may vary from year to year.

History Track Requirements

History Department	HPS History Track
Number of courses	
12 courses, of which two in the Spring of the second year (or, in some cases, one in Fall, one in Spring) will be reading courses to prepare for oral examinations.	15 courses. As in History, two courses in the Spring of the second year may be reading courses; or, one in the Spring of year 2, one in the Fall of year 3.
Required Courses	
Historian's Craft must be taken in the Fall of year 1; RWP in Fall of year 2.	As in History, with the following variations and observations: <ul style="list-style-type: none"> ● Four courses at least must be in the History of Science, three at least in the Philosophy of Science. ● All History track students must take H1, H2, and any two of P1, P2, S. ● The core courses P1, P2, and S may count towards the Philosophy of Science requirement. H1 and H2 count towards the HPS History of Science requirement. ● Normally, the Historian's Craft and RWP should be taken as required by the History Department. The Director of HPS, in consultation with the DGS of History, may sometimes allow a student to take Historian's Craft in the second year, and RWP in the third. ● By the end of fourth semester, all students must have taken 3 History of Science courses, and 3 Philosophy of Science courses.
Required Papers	
A research paper must be completed each year.	As in History. One of these papers (usually the second-year paper) will form part of the second-year oral exam (see below).
Qualifying Examination	
Three fields to be determined by beginning of third semester, of which one can be a "dissertation field." Two fields to be taken in April/May of the second year, third at beginning of Fall semester of third. Each field consists of a written two-hour exam, and an oral examination.	As in History. In some circumstances, one field may be taken in the second year, and two (including the dissertation field) at the beginning of the third.
Dissertation Proposal	
Dissertation proposal to be submitted within the Fall of third year. The committee consists of the advisor and three other faculty members; at least three members of the committee must be History Department teaching and research faculty.	The dissertation proposal must be defended by Spring Break of year 3. Students who have transferred credits from an MA in History and are completing their coursework in two years are expected to remain on the History schedule, and to submit their proposal in the Fall. At least two members of the committee should be HPS teaching and research faculty.
Fourth-year Gateway	
One completed chapter must be submitted by the end of fourth year.	As in History.

Philosophy Track Requirements

Philosophy Department	HPS Philosophy Track
Number of Courses	
14 courses.	15 courses.
Required Courses	
Philosophy proseminar, Logic requirement, four distribution courses (see Philosophy handbook for details), three seminars in history of Western philosophy (ancient, medieval, modern). There are also two “teaching courses” which do not count towards the 14 seminars required for the degree.	As in Philosophy, with the following variations and observations: <ul style="list-style-type: none"> • Four courses at least must be in the Philosophy of Science, three at least in the History of Science. • All Philosophy track students must take P1, P2, and any two of H1, H2, S. The core courses H1, H2, and S may count towards the History of Science requirement. P1 and P2 count towards the HPS Philosophy of Science requirement. See below for a description of these core courses. • Any Philosophy of Science course (including P1 and P2) can also satisfy the Philosophy Department’s Philosophy of Science requirement in Distribution Area I. • P2 satisfies the Philosophy Department’s History of Philosophy requirement for the Modern period. • By the end of fourth semester, all students must have taken 3 History of Science courses, and 3 Philosophy of Science courses.
Qualifying Papers	
Two papers due after mid-semester break of fourth semester, to be read by a committee appointed by the DGS.	Two papers due to the Philosophy department after mid-semester break of fifth semester, to be read by a committee appointed by the Philosophy DGS. However, one of these papers must be first submitted in the fourth semester to HPS, and will form the basis of the second-year oral exam. After the exam, that paper may continue to be edited by the student before submission to the Philosophy Department as a Qualifying Paper.
Oral Examination	
An examination board should be appointed at the beginning of the fifth semester; the reading list must be approved directly after mid-semester break in the fifth semester; the oral exam is to be held directly after mid-semester break in the sixth semester.	As in Philosophy.
Dissertation Proposal	
Advisor to be chosen by the end of sixth semester; proposal to be distributed to the committee (appointed by the DGS) directly after mid-semester break in the seventh semester; proposal must be approved by the end of the seventh semester.	As in Philosophy, but the meeting with the student after the proposal is conducted as a formal defense.

Theology Track Requirements

Theology track students should follow the Theology department guide for all regulations. The following are the only regulations specific to HPS:

Theology Department	HPS Theology Track
Number of Courses	
14 courses.	14 courses, distributed as follows: <ul style="list-style-type: none"> ● Two History of Science courses. ● Two Philosophy of Science courses. ● Three other HPS courses, one of which must be a cross-list in the student's major area of concentration. ● Seven courses in Theology area of concentration. ● Students must take any four of H1, H2, P1, P2, S. ● The core courses can be counted towards the History of Science (H1, H2) or Philosophy of Science (P1, P2) requirement. ● The S course can be counted towards History of Science, Philosophy of Science, or other HPS.
Candidacy Examinations	
10 topics of examination: 7 from area of concentration, 3 from outside that area. Exam usually taken in sixth semester.	10 topics of examination: 7 from Theology from area of concentration, 3 from HPS. Timing as in Theology.

Common requirements

Graduate School Academic Code

The Graduate School Academic Code contains regulations and requirements that apply to *all* postgraduate students at Notre Dame. Students should familiarize themselves with it.¹

Program Colloquium

All first and second-year students, on all tracks, are required to attend the Program Colloquium. All students must attend a total of four semesters of the Colloquium.

Advising – expectations and responsibilities

Every student will be assigned an advisor in HPS from their first year in the Program. Once they have finished their qualifying requirements, they may choose a different faculty member as the advisor of their dissertation. Students' choice of courses each semester must be reviewed and approved by their advisor. Students should also consult with their advisors about professional activities, such as presenting at conferences, or undertaking writing projects outside of their Program requirements. The Program has limited resources to support students' travel to conferences and other professional events; requests for financial support will only be considered if accompanied by written support from their advisor. All students should expect regular consultation with their advisors, and prompt responses to queries about professional activities and travel. Those who have not finished their qualifying requirements should expect guidance on course selection, and written comments on research and qualifying papers. Students at the dissertation stage should receive written comments on dissertation chapters. It is the responsibility of students themselves to assemble examination committees (after consultation with their advisor) and, with the assistance of the Program administrator, to schedule examinations and defenses.

Directed Readings

A directed reading is an opportunity to work closely with a professor. It counts as one of your courses, and can fulfill requirements, just like a seminar. Directed readings are to be used sparingly, and usually fall into one of two categories: (1) You wish to do specialized work in the active research area of a faculty member; (2) An area usually covered by standard courses, which is important for your research, is not being covered. In either case, you should approach the relevant member of the faculty realizing that you are asking that person to allocate a portion of their research time to teaching you: faculty do not get teaching credit for the directed readings that they undertake. Students will not take more than 3 courses (whether seminars or directed readings) with any individual faculty member, unless approved by the Director of the HPS program.

¹ https://graduateschool.nd.edu/assets/139929/graduate_academic_code_2015.pdf

Second-year exam and review

The second-year exam, required of all HPS students, takes place in the second half of the fourth semester. The exam will last no longer than 60 minutes. The exam committee will consist of the student's advisor, a faculty member appointed by the student's advisor, and the Director of HPS (or a faculty member appointed by the Director).

The exam will in part be based upon a research paper: for History track students, their second-year paper; for Philosophy students, their first Qualifying Paper (as described above in the requirements for the Philosophy track); for Theology students, a research paper written during their second year.

To pass the exam, a student should be able to reflect upon their paper and its place in relation to the surrounding scholarship. They should be able to talk fluently and intelligently about their coursework so far, in both history and philosophy of science. And they should have some sense of their future research field and have an idea of what is a good research question in that field.

The committee will grade the exam and paper conjointly as Distinction, Pass, or Fail, by majority decision. After the grades from that semester's courses have been assigned, the committee will meet again to consider the student's readiness to begin PhD research. Taking into account the exam and paper, all four semesters' grades, and feedback solicited from all the faculty who have taught the students, the committee will decide on one of three results:

- Move on to PhD: the student is admitted to the third year in the Program.
- Leave with M.A.: the student is terminated with an M.A. in HPS.
- Fail: the student is terminated without a degree.

Students may appeal the result of their second-year review, in accordance with the HPS grievance process.

Notification of Progress

With the exceptions noted above, HPS students follow the procedures of their disciplinary departments in examinations and other qualifying requirements. In many cases, the arrangements for those requirements will be made within the disciplinary department. However, it is *essential* that students inform the Director and administrative assistant of HPS as they complete these requirements. If they do not do so, their progress towards their degree will not be properly recorded by the Graduate School.

Teaching Assistantships

Students are typically assigned teaching assistantships in their disciplinary department, in the Science, Technology and Values undergraduate minor, or in the Program of Liberal Studies. HPS students are required to work as a teaching assistant (or, in some cases, as a research assistant) for *no more than three semesters*, regardless of the requirements of their disciplinary department.

Foreign Language Requirement

Students in the History and Philosophy tracks are required to develop proficiency in two research languages, a requirement fulfilled by the completion of the standard University reading course and exam,

administered regularly by the language departments, or the Medieval Institute's Latin exam. The student's advisor may require a standard of competency in a language higher than that provided by the reading course.

After consultation with their advisor and the Director of HPS, students may develop other ancillary skills in place of one or both the research languages. Typically, acquisition of a graduate minor will be taken as evidence for proficiency. In other cases, where the skill requires independent study or courses at another institution, the advisor and HPS Director will specify the test for proficiency required.

To conform with the History Department's language requirements, students on the History Track will not usually be permitted to replace both language requirements with other skills.

Theology track students should follow the Theology Department's requirements: two modern research languages, and one classical language.

Dissertation Proposal

Once students have finished their course work and their qualifying examinations in their disciplinary departments, they should work primarily with HPS for the rest of their degree. That includes the dissertation proposal and its approval. The form of the proposal and its means of approval will be as set out in the regulations of the disciplinary department. But arrangements and scheduling should be through the Director and administrative assistant of HPS, not the DGS and administration of the disciplinary departments.

Dissertation Progress

After the approval of students' proposal, the dissertation committee is formed. This committee consists of the advisor, and usually the same faculty who made up the proposal committee. The composition of the committee can be changed over the course of the dissertation, with the consultation of the student's advisor and the Director of HPS. Beginning in the first year after approval of the dissertation proposal and continuing until the thesis is completed, the student must meet with each of his or her committee members at least once in each academic year.

HPS students must provide a report on dissertation progress at the end of each semester. This report must include a chapter-outline and a statement of progress made on each chapter. The report is to be submitted to the student's thesis advisor and the Director of HPS. In order to remain in good standing, students must also submit new work to their advisor at least once per semester, to an extent that satisfies the advisor. In addition, students must fulfill any other progress requirements of their disciplinary departments (the fourth-year gateway in History, for example).

Dissertation completion, defense, and submission

When the dissertation is completed, it must be approved by the advisor and committee. The committee must be given at least four weeks in which to read a dissertation and approve it for defense. Once it is approved, the Graduate School must be notified and the defense can then take place.

In the dissertation defense the student responds to questions and comments from the dissertation advisor and committee (normally in one round of ten minutes and another of five minutes with each committee

member). The student may begin the defense with a short (5-10 minutes) opening statement. The defense is open to the public; if the student agrees, after the committee questions are addressed, questions may then be presented by anyone else present. The advisor and committee may require revisions of the dissertation as a result of weaknesses revealed in the oral defense. If the committee requires changes, the dissertation advisor will need to see the amended dissertation before it is finally submitted to the graduate school, and will confirm that it has been amended to meet the committee's requirements.

The regulations for passing the defense, as well as retaking or failing it, are set out by the Graduate School.² Students should follow the instructions for submission of the final dissertation found in section 6.2.11 of the Graduate School Academic Code and on the Graduate School website.³

² http://graduateschool.nd.edu/assets/41315/overview.phd_defense.pdf

³ <http://graduateschool.nd.edu/resources-for-current-students/>

Master's Degree

The HPS program is a Ph.D. program and we do not accept applications from students seeking only a master's degree. Nevertheless, the Program does award Master's degrees in several circumstances.

The "en passant" Master's Degree

Regular HPS Ph.D. students are entitled to receive a Master's degree once they have completed the written and oral examinations for Ph.D. candidacy (but before their proposal defense). You may elect to receive your Master's degree in HPS or (for philosophy and history track students) in your disciplinary department. Philosophy track students who wish to take the Philosophy M.A. should ensure that they have taken no fewer than 12 Philosophy seminars, in order to fulfill the M.A. requirements in that program.

The research or terminal Master's Degree

Students leaving the HPS Program before PhD candidacy may elect to take a terminal or research Master's degree in HPS (*not* in their disciplinary departments), which must be completed within 5 years of entering the program. The requirements are as follows:

- Thirty hours of course work in HPS or related fields, including at least three courses in history of science and three in philosophy of science.
- Usually reading knowledge of one foreign language.
- An extended research paper (for the terminal degree) or a formal M.A. thesis (for the research degree).
- A one-hour oral examination of the extended research paper or formal M.A. thesis.

Six hours of course credit will be awarded for the formal M.A. thesis.

Students who complete the Research Master's degree with a thesis must submit their thesis to the Graduate School, following the guidelines at the Graduate School website. The title of the thesis will be recorded in the Graduation list.

There is also a concurrent HPS Master's degree for students in other doctorate programs. Details can be found on the HPS website.

Grievance Procedure

For issues of academic integrity and plagiarism, and sexual or discriminatory harassment, consult the Academic Code of the Graduate School, sections 5.8-10.

HPS Grievance Procedure

This process is restricted to academic issues leading to dismissal from the Program, placement on probationary status, denial of readmission to the Program (if the student was previously in good standing), and other program decisions that terminate or impede progress toward the degree.⁴

- A student must appeal first through the Program. If the student does not agree with the Program's decision, she or he may appeal to the Dean of the Graduate School, who makes the final determination. See the Graduate School Academic Code, 5.8.
- Complaints must be initiated by a written statement from the student to the Director of HPS within 10 business days from the time when the student is informed of dismissal.
- To hear the appeal, the Director of HPS appoints an ad hoc committee composed of three members: him/herself and at least two faculty members unconnected factually with the case or the reasons for the appeal. A graduate student can replace one of the two faculty members on the committee if the nature of the appeal warrants such.
- If the Director of HPS has been involved in the case, the appropriate associate dean of the college should appoint the committee and designate the person to serve as its chair.
- The student's statement should provide details of the nature of the problem, the date(s) the problem occurred, the grounds upon which the appeal is based, background information that the student considers important, and the relief requested.
- The appeals committee will promptly and thoroughly investigate the appeal to determine whether the relief requested is warranted. The investigation may include interviews and/or written statements from the student, any student witnesses, faculty or staff members who may be able to provide pertinent information about the facts, as well as a review of any pertinent documents.
- In most situations, the appeals committee will complete the investigation in 30 business days. There may be some reports that cannot be investigated within 30 business days. In such cases, the chair of the appeals committee will communicate to the student that the investigation is going to take longer than 30 business days and will also include a statement indicating when the committee anticipates completing the investigation.
- The Director of HPS will notify the student in writing of his/her decision. If the Director has been involved in the case, the decision will be made by the designated chair of the ad hoc committee.

⁴ "Good standing" and "probationary status" are defined in the Academic Code of the Graduate School, 5.6. The Program follows the guidelines in the Code for placing students on probation and dismissing them from the Program.