



Department of History

GRADUATE STUDENT HANDBOOK

2024-25



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I. INTRODUCTION

Welcome to the Master of Arts (M.A.) Program in History at DePaul! This handbook serves to introduce the curriculum and offer information and advice for the successful navigation of your graduate studies with us. Should you have any questions, please do not hesitate to contact the Director of Graduate Studies, or other members of the Graduate Committee.

A. Program Goals

The faculty of the Department of History have established the following **goals** for the M.A. Program in History:

- To provide students with a thorough awareness of the breadth and complexity of the discipline of History.
- To expose students to a wide range of historical topics and methodologies.
- To train students in the efficient and accurate analysis of any historical argument that they encounter.
- To create an atmosphere where graduate students enjoy the intellectual benefits and support of a cohort of peers taking shared coursework.
- To offer those students currently working as teachers an opportunity to explore new dimensions of historical inquiry.
- To provide those students considering further study toward the Ph.D. with the tools to succeed at that level.

B. Emphasis on Historiography

The History M.A. Program has a **curricular-wide emphasis on historiography**. By historiography, we mean the issues addressed by questions such as:

- How have different scholars approached and written about this topic?
- What sources and methods have they used?
- What are major points of consensus or disagreement (if any) on this topic?
- What is the “state of the question”?
- How have views of the issue changed over time?
- Have teaching texts kept up with the latest scholarship?

Thus, in addition to increased mastery of informational content, graduates of our program will be made aware of the multiple levels of history and how they are and have been communicated in different ways to diverse audiences.

II. THE CURRICULUM

Students complete 12 courses (48 Quarter Hours) for the M.A.

As indicated in the **Course List** below, our Colloquium offerings have general titles that indicate the broad region/field to be covered. When a Colloquium course is offered, it will carry a specific subtitle, and you may take multiple courses from the same region/field as long as they have different subtitles. The program's primary source seminar (**HST 422**) may be repeated once during the student's graduate career with a different research topic.

Coursework must be completed with a **minimum cumulative GPA of 3.0**.

A. Course List

HST 421: THE HISTORICAL DISCIPLINE. This course focuses on the fundamental concerns and skills necessary for the study of history at the graduate level. It does this by providing a “history of history,” giving an overview of the growth and development of the academic discipline of history, addressing issues of methodology, historiography, and historical philosophy, and providing you with an awareness of current concerns, controversies, and debates in the discipline. In addition, you will develop your skills in reading historical monographs for their arguments and will acquire the ability to assess the author's use of evidence. Regardless of your specific career path, it is crucial for all historians to be well acquainted with the analytical techniques and issues raised, examined, and discussed in this course.

HST 422: SEMINAR IN PRIMARY SOURCE ANALYSIS. This course focuses on the evidentiary materials that historians use as the building blocks for their analyses. These materials—known as “primary sources” in the language of historians—include official documents, papers of almost any kind left behind by people of various social, economic, and political standing, images and artifacts such as *objets d'art*, films, photographs, architecture, and the myriad objects often studied under the rubric of “material culture.” This seminar is designed to introduce you to the many practical and theoretical tools with which historians construct historical knowledge out of the “raw” materials left behind by earlier generations. The course will include a study of these sources, the methods of their analysis and authentication, and the ways in which different kinds of sources are integrated into coherent historical narratives. You will develop your ideas in a quarter-long primary-source exercise. Incorporating experiences and resources developed in your other graduate courses, you will choose a significant primary source or set of primary sources related to a subject that interests you and use this source as the basis for a paper in which you will discuss how you might develop a thesis based upon this source and related primary and secondary sources.

HST 431: COLLOQUIUM IN AMERICAN HISTORY

HST 432: COLLOQUIUM IN LATIN AMERICAN HISTORY

HST 433: COLLOQUIUM IN AFRICAN HISTORY

HST 434: COLLOQUIUM IN ASIAN HISTORY

A. Course List *(continued)*

HST 435: COLLOQUIUM IN EUROPEAN HISTORY

HST 436: COLLOQUIUM IN ISLAMIC HISTORY

HST 437: COLLOQUIUM IN WORLD HISTORY

HST 438: COLLOQUIUM: SPECIAL TOPICS IN HISTORY

B. Graduate Independent Study (HST 497)

The purpose of an **Independent Study (IS) Course (HST 497)** is to provide you with the opportunity to work closely with a professor in order to study intensively a particular historical question, debate, or issue. You should approach a professor well in advance of the quarter in which you intend to carry out the Independent Study to see if the professor is available to supervise your work and to allow sufficient time to prepare your application. An IS Course may **not** replicate a course offered at any level in the regular curriculum. With the permission of the Director of Graduate Studies and the approval of a supervising faculty member, you may substitute **up to eight quarter hours** of Independent Study for graduate courses. The **application form** for a Graduate IS Course is submitted online at <https://lascollege.depaul.edu/IndependentStudy/Login.aspx>. For instructions, see <https://las.depaul.edu/student-resources/technology-center/Documents/IndependentStudyStudentInstructions.pdf>.

C. Graduate Internship

Like an IS Course, enrollment in a **Graduate Internship (HST 492)** requires **special registration** and may be substituted for a maximum of two graduate courses. If you have an internship lined up, please consult with the Director of Graduate Studies and please note that the College Office requires the submission of an online registration form, which can be accessed from <https://lascollege.depaul.edu/IndependentStudy/Login.aspx>. For instructions, see <https://las.depaul.edu/student-resources/technology-center/Documents/IndependentStudyStudentInstructions.pdf>.

D. Other Substitutions and Transfers

Upon approval of the Director of Graduate Studies, students may request that up to 8 units (two courses) of graduate work done in other DePaul departments and/or 12 units (three courses) of graduate credit earned at another graduate degree-granting institution be counted towards an M.A. in History. The Director will handle such requests on a case-by-case basis. **In no circumstances will graduate credit be given for undergraduate coursework.** Please make sure to obtain the Director's approval in advance for courses to be taken in other departments.

If you are requesting **transfer credit** for courses taken outside DePaul, please have an official transcript sent directly to the Director of Graduate Studies. In addition, you must complete a **Transfer Credit Request form** which may be downloaded from <http://las.depaul.edu/student-resources/graduate-student-support/forms/Documents/GradTransferCredit.pdf>. This form should then be given to the Director along with a copy of the course syllabus. Transfer grades from other institutions do not count in the calculation of the DePaul grade point average.

E. Combined Degree Program

For details of the Department's Combined (BA/MA) Program, see **Appendix 1**.

F. Modalities of Instruction

The department and program are committed to providing options that meet our graduate students' needs and concerns. To that end, you will see modalities of instruction during course registration that include Flex and Hybrid Online Options. Further information about these and other instructional modalities are available from

<https://resources.depaul.edu/student-success/success-strategies/Pages/course-modalities.aspx>

III. ADMINISTRATIVE INFORMATION

A. Websites and Social Media

The **LAS Graduate Office** has created an FAQ page that is a valuable resource for both incoming and continuing students in the program (<https://las.depaul.edu/student-resources/graduate-student-support/Pages/FAQ.aspx>). The webpage addresses Enrollment, Registration, Holds, Degree Progress, Certificates, Degree Conferral, Graduation, Commencement, and General Questions.

The **History Department website** (<http://las.depaul.edu/academics/history/Pages/default.aspx/>) is a great source for program updates, upcoming events, course offerings, and other relevant information. A section of this website is dedicated to the Graduate Program and may be accessed directly at <http://las.depaul.edu/academics/history/graduate/Pages/default.aspx>.

The departmental **Facebook** page is <https://www.facebook.com/DePaulHistory/> and you can also follow the department on **Twitter** @DePaulHistory.

B. Advising Resources

The **Director of Graduate Studies** advises **all students** in the M.A. in History program. In addition, the **LAS Graduate Office** provides support to students. The email address for this office is LASGraduateOffice@depaul.edu.

C. Graduate Assistant

The **Graduate Assistant** (GA) is an excellent peer contact and resource for the program. The GA the 2024–25 Academic Year is **Mr. Sean Griffin**, email: sgriff35@depaul.edu.

D. Registration

Course registration is done online through **Campus Connection**. Students normally enroll in **two courses** per quarter, which is considered fulltime status. Registration windows for any given quarter are determined by schedules set by the University. As discussed above, Independent Study and Internship courses require special registration and the approval of both the instructor involved and the Director of Graduate Studies.

D. Registration *(continued)*

Conditionally admitted students enroll in **one course only** in their initial quarter. They must receive a grade of B or above and must also receive grades of B or above in the next two graduate courses to remain in the program.

Additional information on registration can be found on the LAS Graduate Office FAQ page (<https://las.depaul.edu/student-resources/graduate-student-support/Pages/FAQ.aspx>).

E. Financial Awards and Research Funding

Currently, the Department of History is able to offer **two financial awards** annually. These are the **Graduate Assistantship** and the **Egan-Martinez Scholarship**. Applications for these awards are solicited in the Spring Quarter for the following academic year.

- The **Graduate Assistantship** provides tuition waivers for six courses over one academic year plus a stipend of \$8000 (contingent on funding) in compensation for hours spent on departmental support activities.
- The **Egan-Martinez & LAS Scholarships** provides tuition waivers for up to six courses over one year. These scholarships may be divided among two or more students.

For **additional information**, see the **Graduate Fellowships** section of the departmental **website** (<http://las.depaul.edu/academics/history/graduate/Pages/Graduate-Fellowships.aspx>)

In addition, each year, the **McGowan Family Endowed Fund for Experiential Learning** offers financial assistance to an eligible History student who is engaged in an internship. One scholarship is awarded annually. Priority is given to a student who is seeking support for an unpaid internship, but students with paid internships may apply. For further information please consult <https://las.depaul.edu/academics/history/student-resources/Pages/internships.aspx>

The College also provides support for research, scholarship, and creative work of graduate students through its **LAS Graduate Research Fund (GRF)**. For application information, please consult the GRF webpage (<https://las.depaul.edu/student-resources/graduate-research/Pages/default.aspx>).

F. Degree Conferral and Commencement

For general information on **Degree Conferral** and **Commencement**, see the LAS Graduate Office FAQ page (<https://las.depaul.edu/student-resources/graduate-student-support/Pages/FAQ.aspx>).

In order to graduate from the program, students must complete all program requirements satisfactorily. Coursework must be completed with a **minimum cumulative GPA of 3.0**.

Graduation with Distinction is normally based on record of consistent excellence in graduate coursework, generally interpreted as a **cumulative GPA of 3.75 or higher**.

G. Progress to Degree Guidelines

Program Time Limitation. Students in the M.A. program are expected to complete degree requirements within a **six-year period** from the first registration date for a course in the program. For students who do not, the department or Director of Graduate Studies may recommend, on receipt of the student's petition in writing, an extension of time with or without additional courses or other conditions.

Probation and Dismissal. A graduate student goes on probation when the **GPA falls below 3.0** and the student will be given one quarter to raise it. At the end of that quarter, if the student has failed to do so, he or she may be dismissed and prohibited from registering for additional coursework.

Conduct. Faculty retain the right to define and enforce appropriate etiquette for the **promotion of collegiality and civility**. Instructors have the right to remove any offender(s) from the classroom. In cases of serious or repeated misconduct, the Director of Graduate Studies in consultation with the instructor, the chairperson, and the Dean of Students Office may remove the student(s) from a course and/or the program.

Readmission. If a student is dismissed from the program, she or he may **apply for readmission** through the formal application process. All students considering reapplying for admission are strongly advised to contact the Director of Graduate Studies beforehand.

IV. ORGANIZATIONS AND CONFERENCES

The History Department is proud to sponsor **two student organizations** and an annual **Student History Conference**.

A. History Society

The **History Society** warmly welcomes undergraduate and graduate students to meetings, which offer career-opportunity workshops, panel discussions on history and current events, and research talks by faculty. For further information, please contact the Society, email: depaulhistorysociety@gmail.com.

B. Phi Alpha Theta

DePaul's **Phi Alpha Theta** chapter is a part of a national History honor organization. Undergraduate and graduate students are invited to apply for membership to the organization in February, and those accepted are inducted in a short ceremony at our annual Student History Conference. Membership also confers a certificate of recognition, a journal, and access to the organization's many resources. For further information, please contact the Chair of Community Building, Recruiting, and Outreach (CBRO), Dr. Julia Woesthoff, email: j.woesthoff@depaul.edu.

C. Student History Conference

The **Student History Conference** takes place annually in the spring quarter and is open to both undergraduate and graduate students. All students are encouraged to submit their best history papers. Students whose papers are selected will take part in moderated conference presentations (with their peers as co-contributors and faculty as commentators) before the University community. This event has been singled out by the University as a leading example of DePaul's

C. Student History Conference *(continued)*

success in promoting student learning and research. For further information, please contact the CBRO Chair, Dr. Julia Woesthoff, email: j.woesthoff@depaul.edu.

D. LAS Annual Graduate Student Symposium

The College showcases the scholarly and creative work of its graduate students through an annual symposium:

<https://las.depaul.edu/student-resources/graduate-student-support/Pages/graduate-student-conference.aspx>

For additional information contact the LAS Graduate Office, email: LASGraduateOffice@depaul.edu.

V. HISTORY FACULTY ADMINISTRATION

Lisa Sigel, Ph.D., Carnegie Mellon University, *Professor; Department Chair*
Modern European History; British History; History of Sexuality; Gender Studies

Colleen Doody, Ph.D., University of Virginia, *Associate Professor; Associate Chair*
20th Century U.S. History; Labor and Urban History

Scott Bucking, Ph.D., University of Cambridge, *Associate Professor; Director of Graduate Studies*
Ancient Mediterranean

Thomas Krainz, Ph.D., University of Colorado, *Associate Professor, Interim Director of Graduate Studies* (Autumn Quarter 2024)
American West; Gilded Age and Progressive Era

Thomas R. Mockaitis, Ph.D. University of Wisconsin, Madison, *Professor, Director of Undergraduate Studies*
History of Modern Britain and Ireland; British Constitutional History; War and Peace Studies; History of Insurgency, Counterinsurgency, Terrorism and the United Nations Peacekeeping Activities

Julia Woesthoff, Ph.D., Michigan State University, *Associate Professor, Chair, Community Building, Recruiting, and Outreach (CBRO)*
Modern Germany; Modern Europe; International Migration; History of the Holocaust; Race, Class, and Ethnicity; Gender History