

# UNIVERSITY FACULTY SENATE FORMS

## Academic Program Approval

This form is a routing document for the approval of new and revised academic programs. Proposing department should complete this form. For more information, call the Faculty Senate Office at 831-2921.

Submitted by: Gretchen Bauer phone number x2357

Department: Political Science and International Relations email address: gbauer@udel.edu

Date: October 28, 2009

Action: revise graduate program  
(Example: add major/minor/concentration, delete major/minor/concentration, revise major/minor/concentration, academic unit name change, request for permanent status, policy change, etc.)

Effective term 10F, for students entering at that point and from then on \_\_\_\_\_  
(use format 04F, 05W)

Current degree MA, PHD  
(Example: BA, BACH, BACJ, HBA, EDD, MA, MBA, etc.)

Proposed change leads to the degree of: MA, PHD (same)  
(Example: BA, BACH, BACJ, HBA, EDD, MA, MBA, etc.)

Proposed name: NA  
Proposed new name for revised or new major / minor / concentration / academic unit  
(if applicable)

### Revising or Deleting:

Undergraduate major / Concentration: NA  
(Example: Applied Music – Instrumental degree BMAS)

Undergraduate minor: NA  
(Example: African Studies, Business Administration, English, Leadership, etc.)

Graduate Program Policy statement change: see attached prior PPS and new one  
(Must attach your Graduate Program Policy Statement)

Graduate Program of Study: MA, PHD Political Science  
(Example: Animal Science: MS Animal Science: PHD Economics: MA Economics: PHD)

Graduate minor / concentration: NA

**Note: all graduate studies proposals must include an electronic copy of the Graduate Program Policy Document, highlighting the changes made to the original policy document.**

**List new courses required for the new or revised curriculum. How do they support the overall program objectives of the major/minor/concentrations)?**

(Be aware that approval of the curriculum is dependent upon these courses successfully passing through the

Course Challenge list. If there are no new courses enter "None")

**Explain, when appropriate, how this new/revised curriculum supports the 10 goals of undergraduate education: <http://www.ugs.udel.edu/gened/>**

NA

**Identify other units affected by the proposed changes:**

(Attach permission from the affected units. If no other unit is affected, enter "None")

None.

**Describe the rationale for the proposed program change(s):**

(Explain your reasons for creating, revising, or deleting the curriculum or program.)

We are revising our graduate program in three important ways. First, creating a Graduate Performance Review Panel to make decisions at the end of the second year about a student's ability to continue on to the proposal and exam phase. Second, we are creating a Field Exam system (replacing a second-year mini-exam) to ask student's to study a given field in much greater depth. Third, we are turning a current offering into a required course (POSC 816 – Philosophy of Science and Research Design). All three are designed to ensure that only high quality students make it to the proposal-writing phase, and when there they write well-designed research proposals, seated in ever-more solid understandings of given literatures in question. We are enhancing the rigor of the program and expect a higher caliber of ABDs and dissertations as a result.

**Program Requirements:**

(Show the new or revised curriculum as it should appear in the Course Catalog. If this is a revision, be sure to indicate the changes being made to the current curriculum and **include a side-by-side comparison** of the credit distribution before and after the proposed change.)

There is no change in the number of credits required. See the attached prior and revised POSC Grad Handbooks for the two versions of the curriculum. Changes are in red.

**ROUTING AND AUTHORIZATION:** (Please do not remove supporting documentation.)

Department Chairperson Gretchen Bauer Date 11/2/09

Dean of College \_\_\_\_\_ Date \_\_\_\_\_

Chairperson, College Curriculum Committee \_\_\_\_\_ Date \_\_\_\_\_

Chairperson, Senate Com. on UG or GR Studies \_\_\_\_\_ Date \_\_\_\_\_

Chairperson, Senate Coordinating Com. \_\_\_\_\_ Date \_\_\_\_\_

Secretary, Faculty Senate \_\_\_\_\_ Date \_\_\_\_\_

Date of Senate Resolution \_\_\_\_\_ Date to be Effective \_\_\_\_\_

Registrar \_\_\_\_\_ Program Code \_\_\_\_\_ Date \_\_\_\_\_

Vice Provost for Academic Affairs & International Programs \_\_\_\_\_ Date \_\_\_\_\_

Provost \_\_\_\_\_ Date \_\_\_\_\_

Board of Trustee Notification \_\_\_\_\_ Date \_\_\_\_\_

**DEPARTMENT  
OF  
POLITICAL SCIENCE  
and  
INTERNATIONAL RELATIONS**

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**GRADUATE HANDBOOK**

*Effective 9/01/2010*

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## INTRODUCTION

The Department of Political Science and International Relations offers both MA and PhD degrees. The graduate program is a Ph.D. focused program consisting of coursework during the first six semesters followed by dissertation research and writing. A limited number of students interested in a terminal master's degree will be admitted to a master's track. The master's degree is a two-year, 38 credit program. The Ph.D. program is a 62 credit program. Students admitted to the master's track but who wish to pursue the Ph.D. degree may apply to the Ph.D. program during their second year of the graduate program.

Graduate study in the Department is organized around the theme of *global governance*. Global governance may be defined as an approach to politics and public policy that transcends the nation-state and its formal institutions of government. It is *global because* it recognizes that virtually all problems on the public agenda - environment, public health, crime, migration, gender, etc - transcend in their scope, source, and solution national boundaries. It is *governance* (rather than "government") because non-formal, non-state actors -- nongovernmental organizations, interest groups, professional associations, and so forth have increasingly been accorded legitimacy in rule-making and rule-enforcement. The global governance perspective does not insist that the traditional nation-state has collapsed, or even that such a collapse is inevitable. It does suggest, however, that we will increasingly live in a world characterized by powerful tensions between the formal governmental institutions of individual nation-states on the one hand and a vast array of transnational, non-state forces on the other. It is this tension, with each set of forces laying claim to political legitimacy, that will shape the politics of this century.

## GENERAL REQUIREMENTS FOR THE MASTER OF ARTS and Ph.D. PROGRAMS

### A. Admission Requirements

Applicants for funding should submit completed applications by February 1. Except for unusual circumstances, all other completed applications should be received by May 15 for admissions effective the following September.

To be accepted into the program students are evaluated on several criteria:

1. Performance on the GRE (normally a minimum of 1100 for the combined verbal and math aptitude scores).
2. Undergraduate grade-point averages (normally a 3.0 overall and 3.25 in major field and a 3.5 in any prior graduate work in political science).
3. Three letters of recommendation.
4. For international students, a TOEFL score (normally at least 600).

Using all of these variables, the Department attempts to predict the candidate's success (e.g. low GRE scores could be balanced by high grades and very strong recommendations). Applicants are encouraged to submit examples of written work.

In addition, admission to the graduate program is affected by the number of well-qualified applicants and the limits of available faculty. Those who meet stated minimum academic requirements are not guaranteed admission.

Note: Students arriving with an MA very similar to our own are

required to nonetheless complete all the other requirements for our PhD program (e.g., the long paper defense, review by the Performance Review Panel). This usually means that, in effect, about one year of coursework need not be taken, and students are able to proceed on into the dissertation proposal and field exam phase at the beginning of their second year, rather than their third. The details of each student's progress through this must be arranged with and approved by the Director of Graduate Studies.

### **B. Normal Progress Toward Degree**

1. According to University policy, to be considered in "good academic standing" a student must maintain a minimum cumulative graduate grade point average (GPA) of 3.00 on a 4.00 scale each semester. To be eligible for an advanced degree, a student's cumulative grade point average shall be at least a 3.00 and a student's grades in courses counted toward the degree requirements of the program shall equal at least a 3.00. A grade below a B- will not be counted toward the course requirements for a degree but is calculated in the student's cumulative grade point average.

2. Students should avoid accumulating grades of "incomplete." A student who fails to remove an incomplete from his or her record by the end of the sixth week of the semester following that in which it was awarded will be considered no longer making normal progress toward the degree.

3. An assessment of each student's performance and progress is undertaken at the end of each fall semester by the Director of Graduate Studies in conjunction with other Department faculty. The purpose of this effort is to identify any academic problems that may impede progress toward a degree as early as practicable in a student's graduate career, and to make recommendations for appropriate courses of action.

### **C. Funding**

1. Funding is available to graduate students in the form of graduate assistantships (for teaching and/or research), tuition

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scholarships, and University fellowships. These awards are merit based.

2. Students who receive graduate assistantships or fellowships must achieve a grade of B or higher in every course while taking a minimum of 9 credit hours per semester (unless fewer than 9 credits are needed to complete the credit requirements for the degree). Retention of funding from the Department normally requires a student to maintain a GPA of above 3.50. Occasionally there is a re-allocation of funding in December, especially if new resources have come available. In addition, all funding allocations are reviewed each February by the Graduate Admissions Committee, to make funding decisions for the coming year. If a student is in jeopardy of losing funding, the Department will follow University procedures and give written notice of this, and a timeframe in which a student may improve their performance.

3. Students who receive graduate assistantships or fellowships are expected to work 20 hours per week and must satisfactorily fulfill the requirements of their positions. Work may consist of teaching or research.

4. Any student who, in the judgment of the Director of Graduate Studies, with the advice of the graduate faculty, fails to demonstrate sufficiently strong performance in his or her studies, research, and teaching (as applicable) will be subject to the suspension of his or her graduate assistantship, fellowship, or tuition scholarship.

5. Funding is awarded on an annual basis. Students entering the graduate program with funding may anticipate funding for up to four years, depending upon academic performance, faculty evaluations, and performance as graduate assistant.

### **D. Advisement**

1. Students will be assigned an advisor by the Director of Graduate Studies. Students who wish to change advisors are free to do so, but must fill out a change of advisor form available in the Department office, obtain the necessary signatures, and return the form to the Graduate Secretary in the Department office.

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2. Students are encouraged to have their programs reviewed each semester by their advisors. More frequent consultation with the advisor is encouraged to insure satisfactory progress toward the degree.
3. Students must keep the Department and their advisors informed of their current contact information.

### **REQUIREMENTS** **FOR THE MASTER OF ARTS DEGREE**

Each student will complete a minimum of 38 credits.

**1. Core Global Governance Courses: 15 credits**

POSC 806	Normative Issues in Global Governance
POSC 807	United States in the Global System
POSC 815	Introduction to Statistical Analysis for Political Science
POSC 830	International Relations Theory
POSC 843	Global Governance Theory and Cases

**2. Track Courses: 15 credits.**

Each student will choose and declare one of three tracks within the global governance program by the end of their first semester. Track requirements consist of the completion of two required track courses and three elective track courses. (NB: Many 600-level courses are offered only as graduate sections of 400-level undergraduate courses. Students should request permission from the professor to take these courses.) The tracks and courses are listed below:

**Track 1: The United States and the World**

**Required Courses:**  
808 American Political Institutions  
813 American Foreign Policy

**Elective Courses (3 from the following list and additional courses as approved by the Director of Graduate Studies - American Foreign Policy and American Political System lists are only suggestive):**

<u>American Foreign Policy</u>	<u>American Political System</u>
604 International Law	614 Judicial Process
610 Islam in Global Affairs	651 Topics in Policy & Admin.
640 Intl Dev Policy and Admin	653 Politics and Healthcare
656 Politics and Disaster	686 State and Local Govt
804 Post Industrial Systems	803 Public Administration
840 Intl Political Economy	805 Public Law
844 International Security	818 Environmental Pol & Admin
845 Human Rights & Global Governance	835 Org. & Management
	838 Public Policy Analysis

**Track 2: Global Processes and Transnational Issues**

**Required Courses (choose 2 from the following three courses):**

840 International Political Economy
842 International Organization
844 International Security

**Elective courses (3 from following list and additional courses as approved by the Director of Graduate Studies):**

604 International Law	653 Politics and Healthcare
610 Islam in Global Affairs	656 Politics and Disaster
628 Comparative Environmental	802 Developing & Trans Sys.
Policy	804 Post Industrial Systems
629 Southeast Asia and World	813 American Foreign Policy
633 African Politics	818 Environmental Pol Admin
640 Intl Dev Policy & Admin	820 Intl Persp. on Enrgy/Envrn.
642 Topics in W European Pol	838 Public Policy Analysis
650 Topics in Latin Amer Pol	845 Human Rights & Global Gov

**Track 3: A Comparative Perspective**

**Required Courses:**  
802 Developing and Transitional Systems

804 Post Industrial Systems

**Elective Courses (3 from the following list and additional courses as approved by the Director of Graduate Studies):**

604 International Law	642 Topics in W European Pol
605 Topics in Law and Courts	650 Topics in Latin Amer Pol
610 Islam in Global Affairs	653 Politics and Healthcare
627 Latin American Pol Sys	808 American Pol Institutions
628 Comparative Environ Policy	813 American Foreign Policy
629 Southeast Asia and World	820 Intl Persp on Energy & Env
632 Pol Systems of Post-Soviet	840 Intl Political Economy
633 African Politics	845 Human Rights/Global Gov
639 Topics in African Politics	640 Intl Dev Policy & Admin

**NB:** Many 600-level courses are offered only as graduate sections of 400-level undergraduate courses. Students should request permission from the relevant professor to take these courses for graduate credit.

- 3. Elective Courses, COGGS and Independent Studies: 8 Credits**  
Students must take an additional two courses over the course of their program and the Colloquium on Global Governance and Society (COGGS – POSC 850) for one credit each spring of their first two years. Students may take no more than one 3-credit independent study in their first two years of coursework. Students are not permitted to take independent study courses in their first two years unless they submit a petition and course design, to be approved by the Director of Graduate Studies.
- 4. MA Writing requirement**  
Students not moving further into the PhD program will prepare a major research paper, usually initially for one of their graduate seminars. For the purposes of this requirement, the Department understands a “major research paper” to be one that addresses an important and well-defined topic, demonstrates mastery of the pertinent literature, strives to make an original contribution to knowledge, and is presented in a coherent and professional manner. In meeting this requirement, students are to identify an appropriate academic journal and write the paper as if they were preparing a manuscript for submission to that journal. This research paper is to be handed in to the professor for whom the

paper was originally written, or the most appropriate professor, in May of the second year, as part of the completion of the MA requirements. It is the prerogative of that professor to determine whether the student’s work meets the test of this definition. Students will register for POSC 899 MA Long Paper Course (0 credits) in the spring of their second year to facilitate completion of this requirement. (For students pursuing a PhD, this major research paper is the Long Paper, and a different procedure applies. See below.)

## **REQUIREMENTS**

### **FOR THE DOCTOR OF PHILOSOPHY**

- 1. All requirements listed for the Master’s Degree, plus 24 additional credits to total 62.**
- 2. Secondary Track Requirements: 9 Credits**  
All students will choose a secondary track in the fall semester of their third year. In this secondary track students must complete one of the two required courses and two track electives, or both required courses and one track elective.
- 3. Research Seminar (COGGS): 3 Credits**  
All students must complete a research seminar in conjunction with the Colloquium on Global Governance and Society (COGGS - POSC 850) in the spring semester of their third year. This seminar will provide a significant research experience in addition to the speaker series. Students are expected to complete a major research paper, grant proposal, or dissertation proposal and will present their work.
- 4. Philosophy of Science and Research Design (POSC 816): 3 Credits**  
This is a required course, to be taken in the fifth semester.
- 5. Additional Research/Candidacy Credits: 9 Credits**  
Students will enroll in 9 credits of POSC 969 (dissertation credits).



## 6. Long Paper Defense

All students who wish to pursue their doctoral degree are required to undertake an oral exam by March 15 of their second year. This involves students making an oral presentation of the paper they are submitting in fulfillment of the master's writing requirement. They will be examined by a three-person committee consisting of the faculty member for whom the paper was originally written (serving as chair), and two other faculty members best able to comment on the substance of the paper (as approved by the Graduate Director). The paper should meet the expectations of the MA writing requirement - i.e., it should be a "major research paper," etc. Students should identify committee members the previous December (end of third semester), revise their paper over winter session, and schedule their paper defense to take place before March 15 of their fourth semester. A written assessment of student performance in their defense is transmitted to the Graduate Performance Review Panel, as part of the assessment materials for moving on to the third year. Students who do not pass the Long Paper defense may receive a master's degree upon completion of the requirements for that degree. PhD students who defend their paper successfully also receive MA degrees. Students will register for POSC 899 (0 credits) in their fourth semester to facilitate completion of this requirement.

## 7. Graduate Performance Review Panel

All students who wish to pursue their doctoral degree will be reviewed by this Review Panel in early April of their second year. The Panel will decide to accept or reject students in their bid to enter the dissertation proposal and field exam phase. This panel is comprised of the Director of Graduate Studies and the Graduate Admissions Committee. Materials to be used in the review include: a student's GPA and course record, faculty evaluations of students in seminars and as GAs, and the written assessments of student performance in their Long Paper defense. Notice of approval of a student by the Review Panel will be sent to the Office of Graduate Studies. Students who are rejected by the Review Panel will be recommended for dismissal from the graduate program by the Office of Graduate Studies.

## 8. Skills Requirement

All candidates for the Ph.D. degree shall demonstrate competence in one language other than English or an expanded methods

competency. Procedures for certifying language competence are supervised by the Director of Graduate Studies, and are completed via a translation exercise assessed by a Departmental or University faculty member with competency in the given language and should be completed before the dissertation proposal defense. As candidates whose first language is other than English have already demonstrated competence in a second language by appropriate scores on the TOEFL exam, this requirement shall be deemed met in such cases. To complete this requirement via further methods training, students shall take one additional research methods course (beyond 815 and 816) or participate in an external methods course/workshop. (Proof of expanded method competency will be sent via memo to the individual student and the Office of Graduate Studies.)

## 9. Third-Year Field Exams

Students will take two, two-day written, "take home" field exams in May of their third year, 1-2 weeks apart. These exams expect students to demonstrate a mastery of the literatures relevant to the two tracks they have studied and require the entire third year for preparation. The fields are based around the three existing tracks (America and the World, Global Processes and Transnational Issues, Comparative Perspectives). A Field Exam Committee will be created for each field and will prepare field reading lists, prepare the questions at exam time and do the grading. Field reading lists will also include global governance/transnational readings relevant to each field and will have integrated committees to enable grading of these materials. The field exams are administered by the Director of Graduate Studies and the Graduate Secretary. Exams are distributed at 8:30 a.m. the first day and are due back by 4:00 p.m. the second day.

a. The primary field exam consists of two parts. Part I covers the major literature and questions of the field itself. Part II is a section tailored to the individual research specializations of students (e.g., the politics of a particular region, a major sub-field, a variety of theory). Students submit their own reading list for this section and nominate two appropriate faculty to write and grade questions for them.

b. Students must pass both Parts I and II to pass the exam.

- c. The secondary field exam is constructed and administered in a similar fashion, 1-2 weeks after the primary field exams. However, it does not have a second, tailored section and shall require fewer questions to be answered.
  - d. Answers are read and graded by the respective Field Exam Committee and, in the case of Part II of the primary field exam, by those nominated faculty. Grades are then reported to the Director of Graduate Studies. Possible grades on the exam are: Distinction, Pass, Deficient and Fail. Distinction and Pass are considered passing grades. Results of the field exams will be made known to students as soon as all exams have been graded, usually within two to three weeks.
  - e. Students who receive an aggregate grade of Deficient or Fail on either section of the primary field exam or on the secondary field exam will be permitted to undertake a second written examination on that section, with new questions written by the relevant Field Exam Committee, some time not long after the first result was reported. Grades on this re-take are Pass and Fail. Students who achieve a Pass on this exam shall be considered as having successfully discharged their examination requirement. If a student fails the re-take exam(s), he or she will be recommended to the Office of Graduate Studies to be terminated from the program.
  - f. Students who wish to sit for the field exams must be in good standing, have at least a 3.0 GPA, and have no "Incompletes" outstanding.
- 10. Admission to Candidacy Exam (Dissertation Proposal Defense)**
- a. A Ph.D. student shall be officially admitted to candidacy upon successful completion of a candidacy oral examination by a faculty committee (oral defense of the dissertation proposal). Although the precise form of the dissertation proposal will vary from case to case, it is expected to include a clear statement of the problem and an explanation of its significance, a discussion of the methods proposed to investigate the problem, and a full discussion of relevant literature.
  - b. The candidacy examination should be held at the end of the spring semester of the student's third year, or the beginning of

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- the fourth year, and not later than October 1 of the student's fourth year.
- c. The candidacy examination committee shall be convened and chaired by the student's dissertation chair and shall consist of members of the student's proposed dissertation committee. Normally students are expected to select a dissertation chair from faculty whose primary appointment is in the Department. In exceptional circumstances, students may petition the Graduate Policy Committee for approval to have someone whose primary appointment is outside the Department chair the dissertation committee. In deciding whether or not to grant approval, the Graduate Policy Committee shall take into account the needs of the student and the Department.
- d. Other members of the Department are welcome to participate as non-voting members of the candidacy examination committee. The candidacy examination shall be announced and copies of the dissertation proposal shall be made available to all faculty at least one week in advance of the examination.
- e. The candidacy examination committee is charged with determining the student's fitness for advancement to candidacy. The main question the committee has to answer is, "Is this student prepared to write an acceptable Ph.D. dissertation?" In seeking to answer this question, the committee's focus shall be on the student's dissertation proposal, which shall be made available to all members of the Department at least one week in advance of the examination.
- f. If, in the judgment of the committee, the student has passed the oral examination, he or she shall be admitted to candidacy, and, shall begin work on the dissertation (see Section 9 below).
- g. If, in the judgment of the committee, the student has not passed the candidacy examination, the committee may direct the student to (a) rethink, rewrite, and resubmit the proposal prior to a re-examination by the committee; (b) undertake remedial work in research design and methodology; or (c) any combination or variation of the above that the committee deems necessary. In the event that additional work is

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required, the committee will discuss with the student a reasonable time frame for completion of the necessary work. A written statement completed by the student's dissertation adviser should set forth the nature of the work to be undertaken by the student and the time frame that was agreed upon. This shall be sent to the student, circulated to the faculty members who participated in the oral examination and become part of the student's permanent file. At the conclusion of the agreed upon time period, the committee will reconvene to assess the student's progress toward candidacy. The committee may determine that the student is unable to advance to candidacy and may be recommended to the Office of Graduate Studies for termination from the program.

#### **11. The Dissertation**

a. A Ph.D. dissertation is a manuscript that reflects "the results of original and significant research written in a scholarly and literate manner worthy of publication."

b. Students are expected to consult closely and regularly with members of their dissertation committee, particularly the committee chair.

c. Upon completion of the manuscript, a final oral examination—or "dissertation defense"—must be passed. Ordinarily, students will be asked to summarize the major findings of their research and evaluate the significance of these findings for the field more generally. The student shall then be called upon to defend the findings in the face of questions from members of the dissertation committee and other members of the academic community who choose to attend. If, after deliberating, the dissertation committee is unable to reach agreement on whether the student has successfully defended the dissertation, the committee will adjourn after explaining the nature of their objections and providing suggestions on how these might be satisfactorily addressed with guidance from the dissertation chair. It shall be the responsibility of the dissertation chair to reconvene the group to reconsider the revised product.

d. Detailed guidelines for the preparation and presentation of the

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dissertation are described in Regulations Governing Theses and Dissertations, which may be obtained from the Office of Graduate Studies. It is also online on the Office of Graduate Studies home page.

#### **12. Teaching Experience**

Candidates for the Ph.D. degree planning an academic career are encouraged to obtain teaching experience at the university level. Opportunities to gain this experience may be available either through teaching assistantships, lectureships in political science courses at the University of Delaware, or neighboring universities.

#### **13. Conference Experience**

We also encourage our advanced PhD students to present their work at national and international conferences. Funding from the Department and the Office of Graduate Studies may be applied for to help defray the cost of conference participation for those students presenting papers.

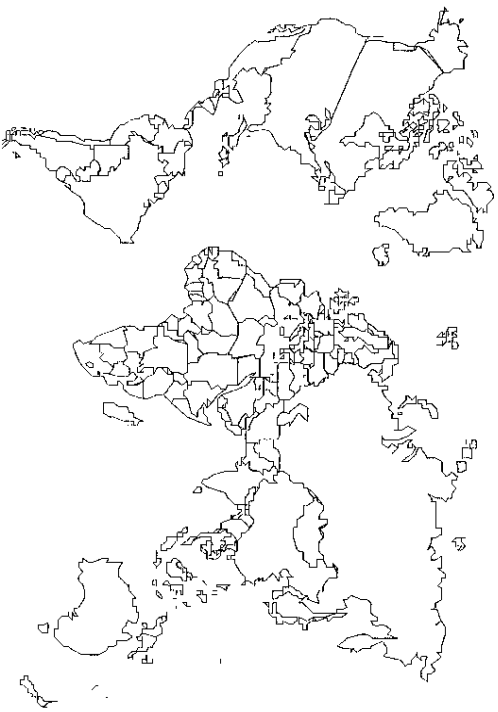
#### **14. Mission Statement**

The Master of Arts (MA) and Doctor of Philosophy (PhD) programs in the Department of Political Science and International Relations prepare students for occupations related to several aspects of political science but primarily for joining the professoriate, as college and university professors. We expect our graduates to possess a broad understanding of the discipline of political science, achieve specialized expertise in one or more areas, and competence in the underlying philosophy of social science inquiry and research methods. We aim to produce PhDs who have the breadth and vision to grapple with important questions in political life, the training to make original contributions to those issues, and the ability to communicate their work to students, their peers, and a global audience. We have a specific commitment to the importance of using a global governance lens to inform this work. Global governance is an approach to politics, political life, and public policy that looks beyond the nation-state and the formal institutions of national government to understand the transnationalized nature of political processes in the 21<sup>st</sup> century.

#### **15. Learning Goals**

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1. Students will understand, appreciate and be well-versed in the global governance dimensions of American Politics, Comparative Politics and International Relations.
2. Students will have mastered the academic scholarly enterprise, including an ability to review, analyze and critique existing literatures and make original and insightful contributions to them.
3. Students will be able to design innovative, interesting and important research projects for their dissertation proposals and use appropriate research methods to pursue them.
4. Students will be able to write high quality, article-length research papers of publishable quality, on topics of import to our discipline.
5. Students will be able to communicate effectively in oral presentations and will have presented their work at least a few times at regional and national professional association conferences.
6. Students, by the time they have obtained their PhDs, will have gained experience in the classroom and possess the ability to be effective teachers at the graduate and undergraduate levels.



*DEPARTMENT*  
*OF*  
*POLITICAL SCIENCE*  
*and*  
*INTERNATIONAL RELATIONS*



**GRADUATE HANDBOOK**

Effective 9/01/2009

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contact:

nce and International Relations

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## INTRODUCTION

The Department of Political Science and International Relations offers both master's and doctoral degrees. The graduate program is a Ph.D. focused program consisting of coursework during the first five semesters followed by dissertation research and writing. A limited number of students interested in a terminal master's degree will be admitted to a master's track. The master's degree is a two-year, 38 credit hour program. The Ph.D. program is a 62 credit hour program. Students admitted to the master's track but who wish to pursue the Ph.D. degree may apply to the Ph.D. program during their second year of the graduate program.

Graduate study in the Department is organized around the theme of *global governance*. Global governance may be defined as an approach to politics and public policy that transcends the nation-state and its formal institutions of government. It is *global* because it recognizes that virtually all problems on the public agenda - environment, public health, crime, migration, gender, etc - transcend in their scope, source, and solution national boundaries. It is *governance* (rather than "government") because non-formal, non-state actors - nongovernmental organizations, interest groups, professional associations, and so forth have increasingly been accorded legitimacy in rule-making and rule-enforcement. The global governance perspective does not insist that the traditional nation-state has collapsed, or even that such a collapse is inevitable. It does suggest, however, that we will increasingly live in a world characterized by powerful tensions between the formal governmental institutions of individual nation-states on the one hand and a vast array of transnational, non-state forces on the other. It is this tension, with each set of forces laying claim to political legitimacy, that will shape the politics of the next century.

## GENERAL REQUIREMENTS FOR THE MASTER OF ARTS and Ph.D. PROGRAMS

### A. Admission Requirements

Applicants for financial aid should submit completed applications by February 1. Except for unusual circumstances, all other completed applications should be received by May 15 for admissions effective the following September.

To be accepted into the program students are evaluated on several criteria:

1. Performance on the GRE (normally a minimum of 1100 for the combined verbal and math aptitude scores).
2. Undergraduate grade-point averages (normally a 3.0 overall and 3.25 in major field and a 3.5 in any prior graduate work in political science).
3. Three letters of recommendation.
4. For international students, a TOEFL score (normally at least 600).

Using all of these variables, the Department attempts to predict the candidate's success (e.g. low GRE scores could be balanced by high grades and very strong recommendations). Applicants are encouraged to submit examples of written work.

In addition, admission to the graduate program is affected by the number of well-qualified applicants and the limits of available faculty. Those who meet stated minimum academic requirements are not guaranteed admission.

Master's students who would like to enter the Ph.D. track must pass the Ph.D. qualifying exam.

Students arriving with an MA are required to complete all core requirements but may be exempt from specific elective courses. Each student's requirements for satisfying the MA will be established by the Graduate Committee.

**B. Normal Progress Toward Degree**

1. According to University policy, to be considered in "good academic standing" a student must maintain a minimum cumulative graduate grade point average (GPA) of 3.00 on a 4.00 scale each semester. To be eligible for an advanced degree, a student's cumulative grade point average shall be at least a 3.00 and a student's grades in courses counted toward the degree requirements of the program shall equal at least a 3.00. A grade below a B- will not be counted toward the course requirements for a degree but is calculated in the student's cumulative grade point average. Retention of financial assistance from the Department normally requires a student to maintain a GPA of above 3.50.
2. Students should avoid accumulating grades of "incomplete." A student who fails to remove an incomplete from his or her record by the end of the sixth week of the semester following that in which it was awarded will be considered no longer making normal progress toward the degree.
3. An assessment of each student's performance and progress will be undertaken at the end of the fall semester by the Director of Graduate Studies in conjunction with other Department faculty. The primary purposes of this effort are to identify any academic problems that may impede progress toward a degree as early as practicable in a student's graduate career, and to make recommendations for appropriate courses of action. It is the responsibility of the Director of Graduate Studies to communicate the assessment to the student.

**C. Financial Aid**

1. Financial aid is available to graduate students in the form of graduate assistantships (for teaching and/or research), tuition scholarships, and University fellowships. These awards are merit based.
2. Students who receive graduate assistantships or fellowships must achieve a grade of B or higher in every course while taking a minimum of 9 credit hours per semester (unless fewer than 9 credits are needed to complete the credit requirements for the degree).

**D. Advisement**

3. Students who receive graduate assistantships or fellowships are expected to work 20 hours per week and must satisfactorily fulfill the requirements of their positions. Work may consist of teaching or research.
4. Any student who, in the judgment of the Director of Graduate Studies, with the advice of the graduate faculty, fails to demonstrate sufficiently strong performance in his or her studies, research, and teaching (as applicable) will be subject to the suspension of his or her graduate assistantship, fellowship, or tuition scholarship.
5. Financial aid is awarded on an annual basis. Students entering the graduate program with funding may anticipate funding for up to four years, depending upon academic performance, faculty evaluations, and performance as graduate assistant.
1. Students will be assigned an advisor by the Director of Graduate Studies. Students who wish to change advisors are free to do so, but must fill out a change of advisor form available in the Department office, obtain the necessary signatures, and return the form to the Graduate Secretary in the Department office.
2. Students must have their programs reviewed each semester by their advisors. More frequent consultation with the advisor is encouraged to insure satisfactory progress toward the degree.
3. Students must keep the Department and their advisors informed of their current contact information.

**REQUIREMENTS**  
**FOR THE MASTER OF ARTS DEGREE**

Each student will complete a minimum of 38 credits.

1. **Core Global Governance Courses: 15 credits**  
POSC 806      Normative Issues in Global Governance  
POSC 807      United States in the Global System



POSC 815 Introduction to Statistical Analysis for Political Science  
 POSC 830 International Relations Theory  
 POSC 843 Global Governance Theory and Cases

**2. Track Courses: 15 credits.**

Each student will choose and declare one of three tracks within the global governance program by the end of their first semester. Track requirements consist of the completion of two required track courses and three elective track courses. (NB: Many 600-level courses are offered only as graduate sections of 400-level undergraduate courses. Students should request permission from the professor to take these courses.) The tracks and courses are listed below:

**Track 1: The United States and the World**

**Required Courses:**  
 808 American Political System  
 813 American Foreign Policy

**Elective Courses (3 from the following list and additional courses as approved by the Director of Graduate Studies - American Foreign Policy and American Political System lists are only suggestive):**

<u>American Foreign Policy</u>	<u>American Political System</u>
604 International Law	614 Judicial Process
610 Islam in Global Affairs	651 Problems in Policy & Admin.
640 Intl Dev Policy and Admin	653 Politics and Healthcare
656 Politics and Disaster	686 State and Local Government
804 Post Industrial Systems	803 Public Administration
840 Intl Political Economy	805 Public Law
844 International Security	818 Environmental Pol & Admin
845 Human Rights & Global Governance	835 Organization & Management
	838 Public Policy Analysis

**Track 2: Global Processes and Transnational Issues**

**Required Courses (choose 2 from the following three courses):**

840 International Political Economy  
 842 International Organization  
 844 International Security

**Elective courses (3 from following list and additional courses as approved by the Director of Graduate Studies):**

604 International Law	653 Politics and Healthcare
610 Islam in Global Affairs	656 Politics and Disaster
628 Comparative Environmental Policy	802 Developing & Trans Sys.
629 Southeast Asia and World	804 Post Industrial Systems
633 African Politics	813 American Foreign Policy
640 Intl Dev Policy & Admin	818 Environmental Pol Admin
642 Problems W European Pol	820 Intl Persp. on Enrgy & Envrn.
650 Problems Latin Amer Pol	838 Public Policy Analysis
	845 Human Rights & Global Gov

**Track 3: A Comparative Perspective**

**Required Courses:**  
 802 Developing and Transitional Systems  
 804 Post Industrial Systems

**Elective Courses (3 from the following list and additional courses as approved by the Director of Graduate Studies):**

604 International Law	642 Problems W European Pol
605 Topics in Law and Courts	650 Problems in Latin Amer Pol
610 Islam in Global Affairs	653 Politics and Healthcare
627 Latin American Pol Sys	808 American Pol Institutions
628 Comparative Environ Policy	813 American Foreign Policy
629 Southeast Asia and World	820 Intl Persp on Energy & Env
632 Post Soviet Systems	840 Intl Political Economy
633 African Politics	845 Human Rights & Global Gov
640 Intl Dev Policy & Admin	

NB: Many 600-level courses are offered only as graduate sections of 400-level undergraduate courses. Students should request permission from the relevant professor to take these courses for graduate credit.

**3. Elective Courses, COGS and Independent Studies: 8 Credits**

Students must take an additional two courses over the course of their program and the Colloquium on Global Governance and Society for one credit each spring of their first two years. One of the two elective courses must be a research methods or a philosophy of inquiry course. This course must be approved by the

Graduate Director. Students may take no more than one 3-credit independent study in their first two years of coursework.

**4. Writing requirement**

Students will prepare a major research paper in at least one course. For the purposes of this requirement, the Department understands a "major research paper" to be one that addresses an important and well-defined topic, demonstrates mastery of the pertinent literature, strives to make an original contribution to knowledge, and is presented in a coherent and professional manner. In meeting this requirement, students are to identify an appropriate academic journal and write the paper as if they were preparing a manuscript for submission to that journal. It is solely the prerogative of the course instructor to determine whether the student's work meets the test of this definition. Students will register for POSC 899 MA Long Paper Course (0 credits) in the spring of their second year to facilitate completion of this requirement. (For students pursuing a PhD, this is the Long Paper.)

**REQUIREMENTS**

**FOR THE DOCTOR OF PHILOSOPHY**

1. All requirements listed for the Master's Degree, plus 24 additional credits to total 62.

**2. Secondary Track Requirements: 9 Credits**

All students will chose a secondary track in the fall semester of their first year. In this secondary track students must complete the two required courses and one track elective.

**3. Research Seminar (COGGS): 3 Credits**

All students must complete a research seminar in conjunction with the Colloquium on Global Governance and Society (COGGS- POSC 850) in the spring semester of their third year. This seminar will provide a significant research experience in addition to the speaker series. Students are expected to complete a major research paper, grant proposal, or dissertation proposal and will present their work.

**4. Additional Research/Candidacy Credits: 9 Credits (+3)**

Students will enroll in 9 credits of POSC 969 (Dissertation Credits).

In addition, if they are lacking credits and short of the 62 required, they must enroll in POSC 868 (3 credits).

**5. Ph.D. Qualifying Exam (the Long Paper Oral Defense)**

All students admitted to the Ph.D. track and those master's track students who want to apply to the Ph.D. track are required to undertake an oral qualifying exam by March 15 of their second year. This involves students making an oral presentation of the paper they are submitting in fulfillment of the master's writing requirement. They will be examined by a three-person qualifying committee consisting of the faculty member for whom the paper was originally written (serving as chair), and two other faculty members best able to comment on the substance of the paper (as approved by the Graduate Director). The paper should meet the expectations of the MA writing requirement - i.e., it should be a "major research paper," etc. Students should identify committee members the previous December (end of third semester), revise their paper over winter session, and schedule their paper defense to take place before March 15 of their fourth semester. Ph.D. track students who do not pass the Long Paper defense may receive a master's degree upon completion of the requirements for that degree. PhD students who defend their paper successfully also receive MA degrees. Students will register for POSC 899 (0 credits) in their fourth semester to facilitate completion of this requirement. Students who fail in their first defense are allowed to defend a second time, within 2-4 weeks of their first defense.

**6. Language Requirement**

All candidates for the Ph.D. degree shall demonstrate competence in at least one language other than English. Procedures for certifying competence are supervised by the Director of Graduate Studies. This requirement is completed via a translation exercise assessed by a Departmental or University faculty member with competency in the given language and should be completed before the dissertation proposal defense. As candidates whose first language is other than English have already demonstrated competence in a second language by appropriate scores on the TOEFL exam, this requirement shall be deemed met in such cases.

**7. Comprehensive Examination**

Students will take a two-day written, "take home" comprehensive exam at the end of August before the start of their third year. This examination is the second hurdle (after the Long Paper defense) for admission to the PhD track. It asks students to demonstrate a

- mastery of the literatures they have studied and requires the entire summer for preparation. The exam is prepared, administered and evaluated by a faculty committee appointed by the Director of Graduate Studies and usually comprised of all faculty who submitted questions to the exam. Exams are distributed at 8:30 a.m. the first day and are due back by 4:00 p.m. the second day.
- a. The exam consists of two parts. Part I covers the core courses on global governance. Part II covers the student's primary track courses.
  - b. Students must pass both Parts I and II to pass the exam.
  - c. Each answer to each question is read and graded by at least three faculty from the grading committee and reported to the Director of Graduate Studies. Grades on the written exam are: Distinction, Pass, Deficient, and Fail. Distinction and Pass are considered passing grades. Results of the comprehensive exam will be made known to students as soon as all exams have been graded, usually within three weeks.
  - d. Students who receive a grade of Deficient on either section of the written exam will be permitted to take an oral re-examination for that section. The oral exam will be arranged at the discretion of the examining committee. Grades on any such oral exam are Pass and Fail. Students who achieve a Pass on the oral re-examination(s) shall be considered as having successfully discharged their qualifying examination requirement. If a student fails the oral exam(s), he or she will be permitted to retake that section of the written exam once during the following December.
  - e. Students who fail either section of the written exam will be allowed to retake the written exam once during the following December. If a student fails the written exam a second time, s/he will be terminated from the program. If a grade of Deficient is recorded on the second written test, the examining committee will administer an oral re-examination for that section. If the student fails an oral exam after the second written test, s/he will be terminated from the program.
  - f. Students who wish to sit for the comprehensive exam must be in good standing, have at least a 3.0 GPA, and have no "Incompletes" outstanding.

**8. Admission to Candidacy Exam (Dissertation Proposal Defense)**

- a. A Ph.D. student shall be officially admitted to candidacy upon successful completion of a candidacy oral examination by a faculty committee (oral defense of the dissertation proposal). Although the candidacy examination may address questions that arise from the student's performance on the written comprehensive exam, its primary purpose is for the student to defend the dissertation proposal. Although the precise form of the dissertation proposal will vary from case to case, it is expected to include a clear statement of the problem and an explanation of its significance, a discussion of the methods proposed to investigate the problem, and a full discussion of relevant literature.
- b. The candidacy examination should be held at the end of the spring semester of the student's third year, or the beginning of the fourth year.
- c. The candidacy examination committee shall be convened and chaired by the student's dissertation chair and shall consist of members of the student's proposed dissertation committee. Normally students are expected to select a dissertation chair from faculty whose primary appointment is in the Department. In exceptional circumstances, students may petition the Graduate Policy Committee for approval to have someone whose primary appointment is outside the Department chair the dissertation committee. In deciding whether or not to grant approval, the Graduate Policy Committee shall take into account the needs of the student and the Department.
- d. Other members of the Department are welcome to participate as non-voting members of the candidacy examination committee. The candidacy examination shall be announced and copies of the dissertation proposal shall be made available to all faculty at least one week in advance of the examination.
- e. The candidacy examination committee is charged with determining the student's fitness for advancement to candidacy. The main question the committee has to answer is, 'Is this student prepared to write an acceptable Ph.D. dissertation?' In seeking to answer this question, the committee's focus shall be on the student's dissertation proposal, which shall be made available to all members of the department at least one week in advance of the examination.

- f. If, in the judgment of the committee, the student has passed the oral examination, he or she shall be admitted to candidacy, and, shall begin work on the dissertation (see Section 9 below).
  - g. If, in the judgment of the committee, the student has not passed the candidacy examination, the committee may direct the student to (a) rethink, rewrite, and resubmit the proposal prior to a re-examination by the committee; (b) undertake remedial work in research design and methodology; or (c) any combination or variation of the above that the committee deems necessary. In the event that additional work is required, the committee will discuss with the student a reasonable time frame for completion of the necessary work. A written statement completed by the student's dissertation adviser should set forth the nature of the work to be undertaken by the student and the time frame that was agreed upon. This shall be sent to the student, circulated to the faculty members who participated in the oral examination and become part of the student's permanent file. At the conclusion of the agreed upon time period, the committee will reconvene to assess the student's progress toward candidacy. In extreme cases, the committee may determine that the student is unable to advance to candidacy and should be terminated from the program.
- 9. The Dissertation**
- a. A Ph.D. dissertation is a manuscript that reflects "the results of original and significant research written in a scholarly and literate manner worthy of publication" (University of Delaware Graduate Catalog).
  - b. Students are expected to consult closely and regularly with members of their dissertation committee, particularly the committee chair.
  - c. Upon completion of the manuscript, a final oral examination--or "dissertation defense"--must be passed. Ordinarily, students will be asked to summarize the major findings of their research and evaluate the significance of these findings for the field more generally. The student shall then be called upon to defend the findings in the face of questions from members of the dissertation committee and other members of the academic community who choose to attend. If, after deliberating, the dissertation committee is unable to reach agreement on whether the student has

- successfully defended the dissertation, the committee will adjourn after explaining the nature of their objections and providing suggestions on how these might be satisfactorily addressed with guidance from the dissertation chair. It shall be the responsibility of the dissertation chair to reconvene the group to reconsider the revised product.
- d. Detailed guidelines for the preparation and presentation of the dissertation are described in Regulations Governing Theses and Dissertations, which may be obtained from the Office of Graduate Studies. It is also online on the Office of Graduate Studies home page.

**10. Teaching Experience**

Candidates for the Ph.D. degree planning an academic career are encouraged to obtain teaching experience at the university level. Opportunities to gain this experience may be available either through teaching assistantships, lectureships in political science courses at the University of Delaware, or neighboring universities.

**11. Conference Experience**

We also encourage our advanced PhD students to present their work at national and international conferences. Funding is available each year from the Department and the Office of Graduate Studies to at least partially fund conference attendance, depending on conference location.