

DEPARTMENT OF SOCIOLOGY
SOUTHERN ILLINOIS UNIVERSITY AT CARBONDALE
Revisions Spring 2006

The Department of Sociology offers graduate work leading to the M.A. and Ph.D. degrees. The M.A. degree program gives students an opportunity to acquire a general knowledge of sociology through lecture courses, seminars, and exposure to a variety of theoretical and methodological approaches. The Ph.D. degree program centers around advanced offerings in the areas of theory, methods, deviance, social movements, gender, race & ethnic relations, sexualities, religion, development, and culture. A special concentration in criminology, deviance, and administration of justice allows interested students to pursue a substantial part of their doctoral studies in Administration of Justice. The faculty of the department is research-oriented and supports such an orientation on the part of its students. The department maintains a small library and computer facilities for qualitative and quantitative analyses.

Admission to Graduate Study in Sociology

The department requires an undergraduate GPA of 3.0 for admission to the M.A. degree program and a graduate GPA of 3.25 for admission to the Ph.D. degree program. The student must submit a statement of purpose, reference letters and transcripts of all undergraduate and graduate academic grades to the department for review by the graduate admissions committee. Scores from the Graduate Record Examination are required for consideration for admission and university-wide fellowships. Applications received by December 15 that include supporting materials such as letters of reference, GRE scores, and transcripts will receive full consideration for fellowships and other departmental and university support that will begin the following fall semester (see Graduate School website listed below). March 1st is the deadline to apply for admission in the following fall semester with no guarantee of consideration for funding. Admission for the spring semester will be given only in exceptional circumstances. International students must achieve 550 or better on TOEFL scores. Persons seeking more information should write: Director of Graduate Studies, Department of Sociology, Southern Illinois University Carbondale, Carbondale, IL 62901-4524. Students can access our department website: www.siu.edu/~socio. Here you can find more information about the department, faculty, students, and download admission forms for domestic and international students. For more information about graduate fellowships, which have January/February deadlines and financial assistance programs, see the Graduate School website: <http://www.siu.edu/gradschl/financialaid.htm>.

Graduate Assistantships and Fellowships

A limited number of assistantships for qualified students are available through the department on a competitive basis. There are also various fellowships awarded by the Graduate School in university-wide competition that have deadlines in January and February. New students seeking funding should apply by December 15 of each year. Students funded through the department are required to enroll in a minimum of three courses each semester. Funding is normally limited to four semesters for M.A. degree students and eight semesters for Ph.D. degree students. A student's continued funding is contingent on the student's satisfactory progress in the program, annual evaluations by faculty (on students' performance in classes & readings, work assignments, progress in program, and professional service and activities), passing comprehensive exams in a timely manner, and on the availability of funds.

Graduate Student Evaluation Criteria

Decisions about funding and admission from the M.A. program into the Ph.D. program will be based on five criteria:

1. *Timely progress in the program.* Students are expected to make normal progress toward the degree and failure to progress according to the Graduate Studies Handbook timeline will diminish priority for funding dependent on availability. M.A. students are expected to complete all course work and the master's paper within two years. SIUC MA students seeking admission to Ph.D. program must submit a formal application to the graduate committee no later than 15 December of the year before they expect to receive their MA degree. Once admitted, Ph.D. students are expected to finish all requirements within three years after having achieved or matriculated with an M.A. Hence total time from SIUC MA through Ph.D. should not usually exceed five years; completion of Ph.D. (non SIUC MA) should not exceed four years.
2. *Grades.* Funding will also be contingent on maintaining a minimum G.P.A. of 3.0 assessed in the second year of the M.A. program and 3.25 assessed in the second year of the Ph.D. program. Grades in coursework will also be used as one factor for determining funding. Incompletes in coursework will also diminish priority for funding contingent on resources.
***After one calendar year, incompletes will turn into F grades.
 - Students with incompletes in theory (SOC 501 & SOC 502) and methods/stats (SOC 526a, SOC512, SOC514) will be ineligible to take the comprehensive exam.
 - Students with incompletes will have lower priority for selection into the Ph.D. program.
 - With extenuating circumstances, a request for waiver of these policies may be made to the Graduate Studies Committee.
3. *Exams.* Successful completion of the comprehensive and substantive exams increases priority for funding, while passing with revisions decreases priority. Failure on revisions of the comprehensive exams may preclude departmental funding. Ph.D. students must also complete a substantive examination by the end of the first semester of the third year of Ph.D. work (three years after having achieved or matriculated with an M.A.).
4. *Prospectus and research.* Priority for funding will decrease if a student has not made progress towards a prospectus committee by the end of the third year of Ph.D. work. Ph.D. students are expected to have defended a dissertation prospectus by the beginning of the first semester of the fourth year of study at SIUC to be considered making normal progress. Additionally, students who have presented professional papers or published papers will be given increased priority for departmental funding.
5. *Teaching evaluations.* Priority for teaching-related funding will also be tied to successful teaching as indicated by teaching evaluations and faculty oversight. Students with strong research skills (indicated by coursework and exam performance) will be given priority for research-related funding.

Master of Arts Degree

The Master of Arts degree in sociology requires a minimum of 32 semester hours of course work and a research paper. The specific course requirements are: SOC 501, Classical Sociological Theory; SOC 526a, Quantitative Methods in Sociology; SOC 512, Sociological Research (students must receive an A or B in all three classes); three research seminars in sociology; one additional 400 or 500 level course in sociology; and four semester hours in SOC 591, Individual Research (for completion of the master's degree research paper). The Director of Graduate Studies serves as academic adviser (initial course registration and program advisement) for all M.A. degree students. By the end of the second semester, the student should choose an adviser for her/his master's paper who will supervise the student's M.A. plan of study (see Appendix A), and further registration.

Master's Research Paper. The research paper is developed from a seminar paper produced in a 500-level sociology course. Students wishing to do a master's research paper on a topic not covered under the seminar offerings can petition the department's graduate studies committee for an exception to this rule and specify the faculty member to supervise their research. The faculty member in charge of the seminar will also serve as the adviser for the master's research paper. Students will enroll with this faculty member for 4 semester hours in SOC 591, Individual Research, for the completion of the research paper. This course can be taken concurrently with or after the research seminars. The research paper will then be submitted for evaluation to another faculty member appointed by the Director of Graduate Studies, in concurrence with the faculty adviser for the paper. In case of disagreement over the evaluation (pass/revision/fail) of the paper, the graduate studies committee will appoint a third reader. The master's research paper normally is 20 to 40 pages in length and uses the standard American Sociological Review reference style. In addition to the copy required by the Graduate School, one suitably bound copy must be deposited in the department library.

Early Admission to the Ph.D. Degree Program. Upon completion of two semesters of full-time study, a student may petition to waive the M.A. degree and be admitted to the Ph.D. degree program in sociology, if the following conditions have been met: 1) minimum GPA of 3.7 during the first year of study; and 2) departmental approval of a research paper completed during the first year of study. The procedure and standards for approval of the paper are the same as for the regular master's research paper. The student will be expected to finish all degrees (MA and PhD) within four years of entry into the program.

Doctor of Philosophy Degree

Advisement. The responsibility for initial advisement rests with the Director of Graduate Studies. As soon as possible, the Director of Graduate Studies, in consultation with the student, will request an appropriate member of the department's graduate faculty to serve as the student's academic adviser. This adviser will help prepare a general plan of study (see Appendix B). Any change of adviser must have the concurrence of the Director of Graduate Studies. It is the student's responsibility to develop, in consultation with the adviser, a plan of study leading to timely completion of the comprehensive examinations and a dissertation. This plan of study will be filed in the student's permanent file.

Research Tool Requirement. Doctoral students must complete the following courses: SOC 501, 502, 512, 514, 526a, and Teaching Sociology Seminar SOC518 with grades of A or B. Students entering the Ph.D. program from outside of the department may petition the graduate studies committee to take a proficiency test in SOC501, SOC502, or SOC526a. In addition to these courses, students must develop research skills that are appropriate and necessary for their dissertation research. It is the responsibility of the student's program adviser to supervise the student's development of these research skills.

Course Work and Readings. In addition to the regularly offered courses and seminars, the department provides supervised readings and research courses, depending upon the availability of faculty members. Supervised readings and research courses are not to be taken as substitutes for regularly scheduled courses and seminars, and registration in them requires prior written approval by the readings faculty, the student's adviser and the Director of Graduate Studies.

Comprehensive Examinations. Ph.D. students must pass two written comprehensive exams: Doctoral Comprehensive Exam in January-February of the second year and a Substantive comprehensive exam on the student's research field to be finished no later than the start of the student's third year. Faculty graders will have up to four full regular semester weeks to grade the comprehensive exams.

Doctoral Comprehensive Exam: This examination will be geared towards the demonstration of sociological insights, and its results will be graded by any two faculty members who taught a graduate course or supervised graduate students in the preceding three semesters. All Ph.D. students who have completed their third semester in the Ph.D. program must take the exam. If other advanced M.A. students wish to take the exam, they must petition the Graduate Studies committee. Using an article selected by the examination committee, students will discuss and provide written commentary and critique on key substantive concepts, theories, method, analysis, and sociological insights or contributions in 15 double-spaced typed pages, 12 pt font. Students will be assessed on their ability to clearly and concisely summarize, discuss, and critique the article and provide alternative theoretical and/or methodological arguments. The examination committee will consist of two faculty members who have taught graduate courses and/or supervised graduate students in the previous three semesters. The examiners will be chosen by lottery conducted by Director of Graduate Studies. The examiners will rotate every exam period. The two faculty members will select a sociological article for the exam at least 2-3 days before the exam. They will grade the exam and report their individual written results in two weeks afterwards to the Director of Graduate Studies. Results will be High Pass, Pass, or Fail and the grade will be used as one aspect of evaluation for continuation in the program.

Annual Faculty Review: All Ph.D. students will compile dossiers that will be used in a full faculty review of on-campus Ph.D. graduate students seeking funding (including ABDs), with special focus on graduate students in their second and third years of study. The review will occur in late February or early March. Students must submit a full portfolio of papers, syllabi, evaluations, and grades (including the qualifying exam grade), and a CV, along with a statement of purpose for completing PhD studies.

1. Up- to-date curriculum vita: name, address, education, current position, assistantship and work history in department, courses taught, research-paper presentations and publications, professional memberships, and other scholarly activities
2. One page statement each for future direction(s): a) research direction(s) with topics, substantive comp dates, prospectus topic and dates, proposed chair and committee members; if ABD, dissertation topic, date prospectus completed, and date of dissertation completion; chair, committee members; and b) teaching direction(s) including syllabi & evaluations for course(s) taught and/or prepped
3. One writing sample: best effort from a seminar and/or paper presentation.

For each student, at least one faculty member must agree to supervise the student through the completion of the Ph.D., and at least three other faculty members must agree to serve on the student's dissertation committee. This will be done in two separate blind ballots of the full faculty for each non-ABD student. The first ballot will assess willingness to serve as the student's dissertation chair, and the second will assess willingness of faculty to serve on the student's dissertation committee. If a student fails to achieve at least one vote on the first ballot, and at least four votes on the second ballot, they will be

terminated from the program. For ABD students, the faculty will review your timely progress towards completion of your dissertation.

Substantive Comprehensive Examination Committee: Within 3 months of having completed the Comprehensive examination, all students are expected to comprise a committee of three faculty members for a substantive examination. The student should choose a chair, who may assist with the identification of the other members of the committee. The student must have written approval on a signed form from all members who agree to serve on the committee. This form should be turned into the Director of Graduate Studies and Graduate Secretary. If a student changes topics or needs to change the committee, this should be done quickly. *Changes in substantive examination committees require the approval of the new committee members, including especially the new committee chair if there is a new chair.* In consultation with each member of the committee, the student should formulate a reading list and have the requirements expected by the committee. If members of the committee diverge in their expectations, the student should call a meeting of the entire committee no less than one month prior to the date when the exam will begin.

The student selects a general area and topic for dissertation research and chooses a faculty member as prospective substantive committee exam/dissertation chair. In consultation with this faculty member, the student will identify two more faculty members to join the substantive exam committee and develop a reading list in the chosen area and a potential research question. The reading list will focus on a particular research field (e.g., social class and education; religion and politics; culture and organizations). The substantive comprehensive exam paper will analyze the state of this field and show how the student's research will contribute to furthering knowledge in the field. The reading list should be deposited with the Graduate Secretary.

Students must meet with each member of the committee at least one month prior to the date they expect to start their exam and get preliminary approval of their reading list. After final approval of the reading list and research question by the substantive exam committee, the student will have one month to complete the take-home exam of 40 pages of text plus references. The paper must be completed by the beginning of the spring semester in the student's third year. In addition to reviewing the field of study, the paper should point the student toward the dissertation research.

Faculty will read and assess the paper, then meet with the student for an oral defense. Outcomes include: High Pass; Pass; Revisions; Fail. A final copy of the exam should be deposited with the Graduate Secretary. In the event of Revisions, only one revision is permitted, and it must be completed within one month. An oral defense of the revisions may be required at the committee's discretion. Students who fail the exam may petition the graduate studies committee to retake the exam. Students who fail revisions or a retake must withdraw from the program.

Dissertation. The dissertation is the single most important requirement for the Ph.D. degree, and the student should start thinking about potential dissertation topics soon after admission. Information concerning Graduate School requirements regarding the dissertation is contained in the Graduate Catalog.

After completing comprehensive examinations, in consultation with the graduate director and adviser, the student selects a dissertation director who must be approved by the dean of the Graduate School. In consultation with the dissertation director, the student selects a committee consisting of four additional graduate faculty members, including one from outside of the Department of Sociology. Students selecting the Criminology/Deviance/Administration of Justice option may have committee members from Administration of Justice who serve as either inside or outside members. Exceptions to this committee membership will be granted in only limited circumstances.

Normally, students are encouraged to use the three members of their substantive examination committee as the initial members of the dissertation committee. However, students may change the composition of the committee if necessary. First, the student must find a dissertation chair, who must agree to serve and who must also be a member of the Graduate Faculty. Second, the student must identify the remaining members of the committee. Five committee members are needed, and at least one must be from outside of the department of sociology. *Students may reconstitute a dissertation committee by obtaining a new chair, and finding new members to serve on the committee. Approval of the new members and chair is needed in writing to the Director of Graduate Studies.* Changes in dissertation committees must be done in consultation with the Director of Graduate Studies.

The student then prepares a detailed dissertation prospectus, showing clearly the purpose and scope of the research, its relation to the previous work in the field, its theoretical relevance and significance, and the research methods and techniques. The prospectus must contain a section documenting the student's training and abilities in using the proposed research methods and techniques. When the prospectus is ready for presentation, the Graduate Director forwards to the graduate school a dissertation committee roster with the student's dissertation director serving as chair. The dissertation committee will have at least two weeks to read the prospectus before the formal session. During summer months, students should consult with all committee members prior to arranging for any hearings. The prospectus must be approved by the dissertation committee in formal session and filed with the graduate program secretary. A prospectus must be approved no later than the end of the full-time student's sixth semester in the Ph.D. program.

Dissertation Defense. The *completed* dissertation must be acceptable to the chair of the dissertation committee before being circulated among committee members for evaluation. After acceptance of the dissertation by the candidate's dissertation committee, an oral examination will be conducted by the committee in open meeting, as specified by Graduate School regulations. This examination will be based upon the contents and implications of the dissertation. The examination should not be scheduled sooner than four weeks after the completed dissertation has been distributed to the dissertation committee. A public announcement and a copy of the dissertation shall be made available to other faculty of the department at least 1 week before the examination. Upon satisfactory completion of the oral examination, the student must submit two copies of the dissertation to the Graduate School and another copy, suitably bound, must be deposited in the department library.

Expected Progress Through the Ph.D. Degree Program for a Full-Time Student with an MA in Sociology or related fields from a program other than SIUC Sociology (for Students with SIUC MA in Sociology, see the next section.

Semesters 1 and 2: Course work: At least five to six 500-level or 400-level sociology courses to be taken during the 2 semesters, including SOC518, Teaching Sociology.

Semesters 3 and 4: Course work: At least five to six 500-level sociology courses to be taken during the 2 semesters. Completion of comprehensive exam in Semester 4.

Semesters 5 and 6: Course work: At least three to four 500-level sociology courses to be taken during the 2 semesters. Completion of substantive comprehensive exam paper by beginning of spring semester. Defend prospectus by end of spring semester.

Semesters 7 and 8: Dissertation: Carry out research and write dissertation. Need 24 hours of dissertation for graduation. Only six dissertation hours may be taken for credit/counted toward the 24 dissertation hours before the approval of a prospectus and admission to candidacy.

Expected Progress Through the Ph.D. Degree Program for a Full-Time Student with a Sociology MA from SIUC

Semesters 1 and 2: Course work: At least five to six 500-level or 400-level sociology courses to be taken during the 2 semesters, including SOC518, Teaching Sociology, if not taken during MA studies. A Ph.D. student who has received a MA degree from Sociology Department can take the Comprehensive Exam in their second semester and proceed to Substantive comp preparation three months after the exam.

Semesters 3 and 4: Course work: At least three to four 500-level sociology courses to be taken during the 2 semesters. Completion of substantive exam in Semester 3. Preparation of Dissertation Prospectus and Defense during Semester 4.

Semesters 5 and 6: Dissertation: Carry out research and write dissertation. Need 24 hours of dissertation for graduation. Only six dissertation hours may be taken for credit/counted toward the 24 dissertation hours before the approval of a prospectus and admission to candidacy.

Criminology/Deviance/Administration of Justice Option. A student who has been admitted to the Ph.D. program in sociology, and whose major interest is in the area of crime or administration of justice needs to incorporate the following courses, examinations, expectations, and committee guidelines into her/his program of study:

Required courses:

1. AJ 500: Foundations of Criminal Justice
2. AJ 504 (Criminological Theory) or Soc 572 (Seminar in Criminology).
3. Two additional 500-level courses, from the following:
 - Soc 562: Seminar in the Sociology of Deviance and Social Control
 - Soc 530: Topical Seminar in Sociology (when topic is relevant)
 - AJ 540: Seminar in Theory and Practice of Crime Prevention
 - AJ 550: Seminar in Juvenile Justice and Delinquency
 - AJ 562: Law and Social Control
 - AJ 571: Seminar in Punishment and Corrections
 - AJ 576: Policy Analysis
 - AJ 577: Policy and Program Evaluation
 - AJ 578: Seminar in Correctional Rehabilitation
 - AJ 584: Administration and Management in Criminal Justice
 - AJ 587: Seminar in Policing
 - AJ 592: Advanced Seminar in Criminal Justice and Criminology

* Note: ONE of the 4 courses required for the concentration must be a sociology course

Expectations:

1. Students will complete their Substantive Comprehensive Exam in the area of concentration
2. Students' dissertations will be on a topic related to the area of concentration

Committees:

Students' substantive comprehensive exam committees will have at least one sociology faculty member. Students' dissertation committees will each have at least two sociology faculty members who are members of the Graduate Faculty.

Administration of Justice faculty who are members of the graduate faculty may serve on both substantive comprehensive exam committees and dissertation committees and they may chair substantive comprehensive exam committees. Administration of Justice faculty who have direct

dissertation status may serve as chair of students' dissertation committees. Administration of Justice faculty do not have to be cross-appointed sociology faculty to serve in these capacities.

Advising:

Prior to the appointment of the dissertation chair, faculty advisors for PhD students should be sociology faculty members.

Certificate in Women's Studies A student interested in a certificate in Women's Studies should contact the Women's Studies coordinator and/or cross-listed Sociology faculty for the required courses and guidelines. See also <http://www.siu.edu/~women/WomensStudiesGraduateCertificateInformation.html>

Sociology as a Secondary Emphasis in Another Ph.D. Degree Program. A student who is enrolled in another Ph.D. degree program and who wishes to declare sociology as a secondary area must submit to the director of graduate studies a written request which includes the following: a plan of course work, a personal reading list, and an overall program statement indicating the relationship of the area in sociology to the student's total program.

Interdisciplinary Ph.D. Degree Program in Sociology. Students who have been admitted to the Ph.D. degree program in sociology, and who wish to develop an interdisciplinary program, should review the guidelines set forth by the Graduate School. The graduate dean approves interdisciplinary Ph.D. degree programs only when they bear the endorsement of a department that offers a Ph.D. degree program. A student who wishes to apply for an interdisciplinary program in which sociology will be the sponsoring department, should understand that the program of study must include substantial involvement in sociology courses and seminars, and that the department may require the student to meet other requirements similar to those established for the Ph.D. degree program in sociology.

APPENDIX A

PLAN OF STUDY FOR MASTER'S DEGREE FOR COHORT

*required courses rotate every two years

PLAN OF STUDY FOR MASTER'S DEGREE SOCIOLOGY

STUDENT: _____

ADVISER: _____

First Year First Semester Classes: _____ (Sem/Yr)

*SOC501 _____

SEMINAR _____

SEMINAR/400 level class _____

Second Semester Classes _____ (Sem/Yr)

*SOC502 OR SEMINAR _____

SEMINAR _____

SEMINAR/400 level class _____

(*If considering Ph.D. program, this class will be required)

Summer 1st year

SOC readings or research hours topic/professor _____

Second Year: Third Semester Classes _____ (Sem/Yr)

SOC526A _____

SEMINAR _____

SEMINAR/ _____

*SOC514

(*If considering Ph.D. program, this class will be required). Apply for Admission to SIUC Ph.D program for following year. Also you can take SOC518, Teaching Sociology, some time during your second year.

Fourth Semester Classes _____ (Sem/Yr)

SOC512 _____

SEMINAR _____

SOC591 Individual Research _____

If considering the PhD program, consider taking the Comprehensive Exam.

APPENDIX B

PLAN OF STUDY FOR PHD PROGRAM COHORT

*required courses rotate every two years

PLAN OF STUDY FOR PHD PROGRAM SOCIOLOGY

STUDENT: _____

ADVISER: _____

First Year First Semester Classes: _____ (Sem/Yr)

SOC501 _____
SEMINAR _____
SEMINAR/400 level class _____

Second Semester Classes _____ (Sem/Yr)

SOC502 _____
SEMINAR _____
SEMINAR/400 level class _____

Teaching sociology seminar SOC518-3 hrs _____

Students who have received their MA degree from SIUC may petition to take the doctoral exam during this semester; SIUC MA students may proceed to their substantive comp after successfully completing this exam.

Summer 1st year

SOC readings or research hours topic/professor _____

Second Year: Third Semester Classes _____ (Sem/Yr)

SOC526A _____

SOC514 _____

SEMINAR _____

Fourth Semester Classes _____ (Sem/Yr)

SOC512 _____

SEMINAR _____

SEMINAR/400 level class _____

Comprehensive Exam in January: All Ph.D students must take their Comprehensive exam by this semester. Start the substantive exam reading list and assemble committee.

SUBSTANTIVE COMP (finish by start of fall semester, third year)

Topic _____

Committee: _____

Summer 2nd year

Readings or Research Hours Prof/Topic _____

Third Year: Fifth Semester Classes _____ (Sem/Yr)

SEMINAR _____

SEMINAR _____

SEMINAR/ Readings/Research/400 level _____

PROSPECTUS (dissertation research award applications due in late March!)

Sixth Semester Classes _____ (Sem/Yr)

SEMINAR _____

SEMINAR _____

SEMINAR/Readings Prof/Topic _____

PROSPECTUS (finish by spring of third year or no later than fall of fourth year):

Topic _____

COMMITTEE: CHAIR:

Summer 3rd Year

Dissertation Hours (need 24 total/only 6 hours counts until prospectus is approved)

Fourth Year: Seventh Semester Classes _____ (Sem/Yr)

DISSERTATION Hours

Eighth Semester Classes

DISSERTATION Hours

Summer 4th year Dissertation Hours