

UH Manoa History Department M.A. Plan A and M.A. Plan B Sample Plans

PLAN A (THESIS TRACK)

Year 1 FALL	Year 1 SPRING	Year 1 Summer (optional)
<ul style="list-style-type: none"> • HIST 602 (Historiography, required) • Graduate seminars (3-6 credits) • Language class as needed • Meet with Interim advisor to discuss study plan, professional goals • Constitute thesis committee • Schedule Preliminary Conference • Submit HIST Preliminary Conference Report and Grad Div. Form 1: Pre-Candidacy Progress 	<ul style="list-style-type: none"> • Graduate seminars (6-9 credits) • Language class as needed • Submit & defend thesis prospectus • Submit Grad. Div. Form 2: Advance to Candidacy • Meet with advisor • Progress report due 	<ul style="list-style-type: none"> • Seminars or 400-level classes (3-6 credits) (if GA, can use GATEX*) • Language classes as needed <p><i>*Graduate Assistants are fully enrolled at 6 credits. Since this courseload may make it challenging to complete required courses in four semesters, GAs may opt to take summer classes. The Graduate Assistant Tuition Exemption (GATEX) allows GAs to take up to 6 credits of classes without tuition (fees may be charged)</i></p>
Year 2 FALL	Year 2 SPRING	
<ul style="list-style-type: none"> ▪ Seminars (3-6 credits) ▪ Language class as needed (NOTE: language requirement must be completed prior to registering for HIST 700) ▪ HIST 700 (3 credits) ▪ Meet with Grad Chair to discuss program progress as needed ▪ Meet with advisor 	<ul style="list-style-type: none"> ▪ File for graduation (see checklist) ▪ HIST 700 (3 credits) ▪ Circulate complete draft of thesis to Committee ▪ Defend thesis (Grad. Div. Form 3: Thesis Evaluation) ▪ Submit thesis (Grad. Div. Form 4: Thesis Submission) 	<ul style="list-style-type: none"> ▪ Students in their final year must consult the graduation checklist for Plan A ▪ Submit hardcopy of final approved M.A. thesis to History Graduate Chair for thesis library

PLAN B (NON-THESIS TRACK)

Year 1 FALL	Year 1 SPRING	Year 1 SUMMER (optional)
<ul style="list-style-type: none"> • HIST 602 (required Historiography course) • Graduate seminars (6-9 credits) • Language classes as needed • Meet with Interim advisor re: study & professional goals • Constitute exam committee • Schedule Preliminary Conference [submit HIST Prelim. Conf. form and Grad Div. Form 1: Pre-Candidacy Progress] 	<ul style="list-style-type: none"> • Graduate seminars (6-9 credits), incl. research seminars • Language class as needed • Consult with examination committee regarding exam preparation • Meet with advisor • Progress report due 	<ul style="list-style-type: none"> • Seminars or 400-level classes (3-6 credits) (if GA, can use GATEX*) • Language classes as needed <p><i>*Graduate Assistants are fully enrolled at 6 credits. Since this courseload may make it challenging to complete required courses in four semesters, GAs may opt to take summer classes. The Graduate Assistant Tuition Exemption (GATEX) allows GAs to take up to 6 credits of classes without tuition (fees may be charged)</i></p>
Year 2 FALL	Year 2 SPRING	
<ul style="list-style-type: none"> ▪ Seminars (6 credits) ▪ Language class as needed (NOTE: language requirement must be completed prior to taking Plan B comprehensive exams) ▪ Meet with Grad Chair to discuss program progress as needed ▪ Meet with advisor ▪ Schedule M.A. exams for Spring 	<ul style="list-style-type: none"> ▪ File for graduation (see checklist) ▪ Seminar (3 credits) ▪ Submit research papers to committee and Graduate Chair to be circulated to examiners ▪ Sit for M.A. exams ▪ Oral exam and research paper(s) defense 	<ul style="list-style-type: none"> ▪ Students in their final year must consult the graduation checklist for Plan B

Task list for Faculty Advisors of History M.A. Plan A / B: YEAR 1

√	YEAR ONE	Date completed
	<p>August/September: Meet with advisee to discuss academic and professional goals. Discuss research, study, and language fulfillment plan. Help advisee select Plan A (thesis) or Plan B (exams). Note coursework requirements for each.</p>	
	<p>September/October: Work with advisee to develop thesis committee (Plan A) or exam committee (Plan B). Please consult with the Grad Chair. The Grad Chair is <i>ex officio</i> member of all graduate committees.</p>	
	<p>October / November: Work with advisee to schedule and hold Preliminary Conference. Please consult notify the Grad Chair when the date of the Preliminary Conference has been set.</p> <ul style="list-style-type: none"> ▪ At the end of the Preliminary Conference, please obtain committee signatures on the History Department Preliminary Conference Report (Plan A here, Plan B here). Submit the fully signed form to the Grad Chair. ▪ The student initiates Graduate Division Form 1: Pre-Candidacy Progress immediately following the Preliminary Conference. 	
	<p>November-March: Plan A: Work with advisee to develop thesis proposal. Plan B: ensure advisee is developing comprehensive exam reading lists.</p>	
	<p>February/March: Plan A student submits thesis proposal drafts to you. Once you feel the proposal is ready, the student can, with your express approval, circulate the thesis proposal to the rest of the committee for review and schedules the thesis proposal meeting. <i>Please inform Grad Chair when the meeting has been set.</i></p>	
	<p>April/May: Plan A:</p> <ul style="list-style-type: none"> ▪ Thesis proposal meeting with committee ▪ If proposal is approved, student will initiate Grad Division Form 2: Advance to Candidacy following the meeting 	
	<p>If language requirement(s) have been met, Plan A student can register for HIST 700 in the upcoming semester</p>	
	<p>April/May: Plan B: Meet with student to review research seminar papers in major and minor fields and approve comps exam reading lists.</p>	
	<p>April/May: Write and submit advisee's Year One Progress Report</p>	

Task list for Faculty Advisors of History M.A. Plan A / B: YEAR 2

√	YEAR TWO	Date completed
	August/September: Meet with advisee to discuss progress to degree during the summer (Plan A thesis research and writing, Plan B exam preparation, language completion if not already finished)	
	October / November: Communication / additional meeting(s) as needed to review thesis chapter drafts (Plan A) or discuss exam prep (Plan B)	
	December / January: <u>Plan A</u> student submits thesis draft(s) to advisor. Student should file Application for Graduation and follow all relevant Grad Division deadlines. See M.A. Plan A graduation checklist here	
	January / February: <u>Plan B</u> If the student has met the language and coursework requirements, the comps exams can be scheduled. The students' completed research papers in the major and minor fields should be circulated to examiners for review at least four weeks prior to exams. <i>Please communicate with Grad Chair regarding exam schedule</i> Student should file Application for Graduation and follow all relevant Grad Division deadlines. See M.A. Plan B graduation checklist here	
	February: <u>Plan A</u> With advisor approval, the student can circulate the full defense draft of the thesis to the committee for review and comment. NOTE: The committee must receive the complete draft at least four (4) weeks before the scheduled defense. Student and advisor work together to schedule the thesis defense. <i>Please inform the Grad Chair when the meeting has been set.</i>	
	March/April: <u>Plan B:</u> <ul style="list-style-type: none"> • Student sits for M.A. exams • Oral exam & research paper(s) defense • Consult graduation checklist for Plan B for remaining requirements 	
	March/April: <u>Plan A:</u> Thesis defense meeting (April 1 at absolute latest). Following the thesis defense, the student initiates Graduate Division Form 3: Thesis Evaluation The student then has two weeks to complete any required edits to the thesis, before submitting the final edited version to you for review. You must be given at least two weeks to review of the final manuscript. Once you approve, the student can submit the final draft to Grad Division and initiate Form 4: Thesis Submission (due first week of May at absolute latest for May graduation)	
	April/May: Meet with student and submit Progress Report if student has not yet completed program.	

HISTORY DEPARTMENT – M.A. Plan A & Plan B PROGRAM SHEET

REQUIRED COURSEWORK

- 30 credits of coursework
- **Plan A (thesis):** 24 credits in a field of study, 6 credits of HIST 700, thesis & pass / fail thesis defense
- **Plan B (exams):** 24 credits in a major field with research paper; 6 credits in minor field with research paper (major and minor fields in different areas); pass / fail written comprehensive exams
- All students: HIST 602: Historiography
- East Asia students must complete coursework in two of three (China, Japan, Korea), preferably all three
- World History: students take HIST 609: Seminar in World History and HIST 610: Topics in World History

PROGRAM COMMITTEE

- Students must organize an appropriate Program Committee

PRELIMINARY CONFERENCE

- Program Committee examines student's academic file in concert with student's research / professional goals; formulates program of study incl required coursework, foreign language, and thesis/exam timeline
- Preliminary Conference must be held no later than second semester of residency. See below for forms.

FOREIGN LANGUAGE REQUIREMENTS

- Research proficiency in an appropriate language (minimum four semesters of college or university-level study with an average grade of B or better). The foreign language requirement must be completed before Plan A students can register for HIST 700 Thesis and before Plan B students can take the comprehensive examinations.

THESIS (Plan A)

- After the student holds the preliminary conference, the Committee reviews and approves the thesis prospectus. The thesis represents an original, significant contribution to knowledge in its field
- Completed thesis draft must be submitted at least four weeks prior to thesis defense
- Defense: pass / fail oral examination on the submitted dissertation, attended by all members of the Program Committee incl. Graduate Chair (*ex officio* committee member)
- Final copy of the thesis, formatted according to specifications in the Graduate Division's Thesis & Dissertation Guidelines, must be submitted to Graduate Division and a hard copy to Hist Dept

NON-THESIS (Plan B)

- 30 credit hours of coursework, including 18 credits in 600+ classes, HIST 602, and research seminars in both major and minor fields
- Major and minor fields must be in different geographical areas of study. Research paper in each field.
- Written comprehensive exams (graded pass / fail) in major & minor fields. Exams administered in November and April. Can be re-examined if necessary. Exams followed by oral defense.
- Must register for at least one credit of coursework during the semester when student completes degree (HIST 699 is OK)

URLs for links to forms if hyperlinks referenced above do not open:

- Graduate Division forms: <https://manoa.hawaii.edu/graduate/forms/>
- History Department forms: <http://manoa.hawaii.edu/history/graduate-program/forms/>
- Preliminary Conference Form Plan A: <http://manoa.hawaii.edu/history/wp-content/uploads/2019/09/MA-PlanA-Preliminary-Conference-Report.pdf>
- Preliminary Conference Form Plan B: <http://manoa.hawaii.edu/history/wp-content/uploads/2019/09/MA-PlanB-Preliminary-Conference-Report.pdf>

UH Mānoa History M.A. Student Learning Outcomes (SLOs)

1. Students can demonstrate an understanding of the theories and methodologies of the discipline of history.
2. Students can demonstrate a critical understanding of the historiography of their fields of specialization.
3. Students can conduct original research based on primary sources.
4. Students can write expository prose and orally present their ideas at an advanced level.

M.A. Plan A Curriculum Map (Revised November 6, 2015)

	SLO1	SLO2	SLO3	SLO4
HIST 602	Practiced			Practiced
Preliminary Conference	Practiced	Practiced	Practiced	Practiced
Coursework	Practiced & Mastered	Practiced & Mastered	Practiced & Mastered	Practiced & Mastered
Thesis & Defense	Mastered & Assessed	Mastered & Assessed	Mastered & Assessed	Mastered & Assessed

M.A. Plan B Curriculum Map (Revised November 6, 2015)

	SLO1	SLO2	SLO3	SLO4
HIST 602	Practiced			Practiced
Preliminary Conference	Practiced	Practiced	Practiced	Practiced
Coursework	Practiced & Mastered	Practiced & Mastered	Practiced & Mastered	Practiced & Mastered
Exam & Defense	Mastered & Assessed	Mastered & Assessed	Mastered & Assessed	Mastered & Assessed

UH Manoa Advanced Degree Institutional Learning Outcomes

Please visit UHM Graduate Division Advanced Degree Institutional Learning Objectives (ILO) for further information: <https://manoa.hawaii.edu/graduate/advanced-degree-institutional-learning-objectives-ilo/>

Knowledge and Understanding

1. Demonstrate comprehensive knowledge in one or more general subject areas related to, but not confined to, a specific area of interest.
2. Demonstrate understanding of research methodology and techniques specific to one's field of study.

Intellectual and Applied Skills

3. Apply research methodology and/or scholarly inquiry techniques specific to one's field of study.
4. Critically analyze, synthesize, and utilize information and data related to one's field of study.

Communication Skills

5. Proficiently communicate and disseminate information in a manner relevant to the field and intended audience.

Professional Responsibility

6. Conduct research or projects as a responsible and ethical professional, including consideration of and respect for other cultural perspectives.
7. Interact professionally with others.