

# GUIDE FOR CANDIDATES FOR ADVANCED DEGREES IN PHILOSOPHY

## DEPARTMENT OF PHILOSOPHY SOUTHERN ILLINOIS UNIVERSITY CARBONDALE

This guide is intended to serve as an aid to candidates seeking the degree of Master of Arts and Doctor of Philosophy at SIUC. It supplements information in the Graduate School Catalog.

### I. M.A. REQUIREMENTS IN PHILOSOPHY

The Department's *M.A. degree program* is designed both for students wishing to continue on for a Ph.D. degree within a pre-doctoral program and those who plan to receive a terminal Master's degree. A minimum of **15 hours** in Philosophy courses numbered **500**, however, still must be earned.

In order to receive an *M.A. degree*, the student must fulfill the following requirements:

- A. **Course Work** – Completion of **30 hours of regular course work**, 6 of which may be credited toward preparation of the *thesis*.
- B. **Logic Requirement** – Fulfillment of a *formal logic requirement* demonstrated in one of the following ways:
  - 1. By having earned a grade of 'B' or better in an *undergraduate course* covering *sentential calculus* and *first order predicate logic*.
  - 2. By having earned a grade of 'B' or better in *Philosophy 105* as an undergraduate at SIUC.
  - 3. By passing, with a grade of 'B' or better, during one's first year of residence, an *examination* covering *sentential calculus* and *first order predicate logic*.
  - 4. By passing, with a grade of 'B' or better, *Philosophy 420* during one's first year of residence, should this course be offered.
- C. **Language/Research Tool** – Fulfillment of a language or research tool requirement. This may be accomplished by passing, with a grade of 'B' or better, one of the following:
  - 1. A **488** language course. (Note: these courses are offered through the Department of Foreign and Classical Languages at various times)
  - 2. An *examination* offered through the Department of Philosophy.
  - 3. A *Directed Readings* course offered either by the Department of Philosophy (PHIL 591) or (*subject to approval by the Graduate Director*) another academic unit, in which a philosophic text is translated and a final piece of research is produced.
  - 4. The student may appeal to the Director of Graduate Studies:
    - a. To produce a *translation of a previously untranslated text or article* under professional guidance, whether within or outside the Philosophy Department.
    - b. For *special dispensation*, having already demonstrated sufficient competence in a language or research tool.

None of these options for fulfilling the language/research tool requirement count toward satisfying the 30 hour requirement, except the Directed Readings (PHIL 591).

- D. **Comprehensive Examination in the History of Philosophy** – A written *comprehensive*

*examination* of up to five hours in length, dealing with the formulations and solutions of the persistent problems of philosophy as treated by major thinkers, from Thales to the end of the 19<sup>th</sup> Century. Normally, this examination should be taken no later than *at the beginning of one's third semester of residence*. Students who have *incompletes* older than one month may *not* sit for this exam. (Students are expected to make up incomplete grades within one month of completion of the course in which the incomplete was awarded.) The Graduate Committee may address special considerations. Students preparing for the exam should consult the *Department's Study Guide*, available in the Graduate Secretary's Office. The History Comprehensive exam will be offered once each year in the Fall Semester. The Comprehensive examination papers will be read by five members of the Department's faculty. These readers will submit to the Department's Director of Graduate Studies a 'high pass,' 'pass,' 'low pass,' 'terminal pass,' or 'fail' recommendation. Students failing the Fall exam may attempt to retake the examination in the Spring, through a request to the Graduate Director. No student may sit for a History Comprehensive examination more than *two times* without the written consent of the Graduate Committee. The Graduate Committee will make such decisions on a case-by-case basis. A terminal pass allows the candidate to receive the Masters Degree as the final degree sought in the Department.

- E. Master's Thesis/Research Papers** – Fulfillment of a research writing requirement by either of the following. In general, this requirement should be met no later than *the end of one's second year of residence*.
1. Presentation of an acceptable *thesis*, 50-75 pages in text length, to be written under the direction of a member of the Department. Six thesis hours is the maximum number of hours that can count for credit for the Master's degree (paragraph A, above). A preliminary draft stating the thesis title, describing the problem to be investigated, the method to be used, the outline of the study, and a preliminary bibliography must be prepared in advance for the thesis advisor. An instruction booklet should be secured from the Graduate School or the Department Graduate Secretary, which specifies the proper form for these documents.
  2. In the event of a terminal MA, the student may present *three edited research papers*, written in connection with graduate courses or seminars under three different individuals (whose prior approval must be obtained), to a special committee of three members, only one of whom may be an individual under whom the papers were originally written.
- F. Thesis Oral** – An *oral defense*, normally about an hour in length, to be conducted by at least three members of the graduate faculty. This examination will deal with either (a) the thesis (E,1), both in its internal detail and in its relation to the general field of Philosophy (or, in the case of a double major, in relation to both fields of study) or (b) the research papers (E,2) in the same manner as the thesis.

## II. Ph.D. REQUIREMENTS IN PHILOSOPHY

Students in the M.A. program intending to pursue a Ph.D. must apply for admission to the Doctoral program and take the M.A. Comprehensive Examination no later than their third semester in residency. The decision on

admission to the Doctoral program will be made by the Philosophy faculty.

A *Ph.D. degree* should be pursued only by students with a strong enough commitment to philosophy to continue their studies for another three or four years and undertake a major research project in an area of specialization. For general Graduate School requirements, the Graduate Catalog should be consulted, under heading DEGREE REQUIREMENTS. Department requirements for a Ph.D. are as follows:

- A. **Course Work** – Completion of 30 semester hours of work beyond the M.A. level
- B. **Requirements in the History of the Analytic Movement** - In order to make sure that SIUC Philosophy doctorate candidates have at least a minimum literacy in analytic philosophy, all students will be required to take a seminar in the history of the analytic movement. This course will survey the key figures, ideas and arguments from the beginning of the twentieth century. Incoming students may request to have this requirement waived by the Graduate Director if they have already taken courses in this material. Other courses offered by the Department may be approved as fulfilling this requirement, at the discretion of the Graduate Director.
- C. **Logic Requirements** – Demonstration of competence in *formal logic* in one of the following ways:
  - 1. By having met the logic requirement for the *Master's degree*.
  - 2. By having earned a grade of 'B' or better in an undergraduate course covering sentential calculus and first order predicate logic.
  - 3. By having earned a grade of 'B' or better in Philosophy 105 as an undergraduate at SIUC.
  - 4. By passing with a grade of 'B' or better, during one's first year of residence, an examination covering sentential calculus and first order predicate logic.
  - 5. By passing with a grade of 'B' or better, Philosophy 420 during one's first year of residence.
- D. **Incoming Doctoral Candidates** – Incoming doctoral students from other universities will be required to take the *history comprehensive examination* on the history of philosophy. This must be completed by the end of the first year of residence. Candidates who have already passed a comprehensive examination on the history of philosophy, or who have taken a range of courses in the history of philosophy may appeal to the Graduate Director to be waived from taking this examination.
- E. All doctoral candidates must complete **Philosophy 480-3 History of Analytic Philosophy** prior to sitting for the Preliminary Examinations. Students who believe they have the requisite background in analytic philosophy may appeal this requirement with the Director of Graduate Studies.
- F. **Preliminary Examinations** – Each doctoral candidate should take the *preliminary examinations* after (s)he has accumulated between 24 to 30 hours of credit beyond the Masters degree level and before (s)he begins work on the dissertation. (Students who have *incompletes* older than one month may *not* sit for these examinations. Students are expected to make up incomplete grades within one month of completion of the course in which the incomplete was awarded. The Graduate Committee may address special considerations.) Candidates should see the Graduate Secretary for a copy of the *Department's Study Guide*, which lists recommended readings and study questions. The examinations, each of which will not take more than five hours, will cover the following areas: (a)

**Metaphysics and Epistemology;** (b) **Value Fields.** Examinations will be offered the week before classes begin in the Fall Semester. Students failing one or both may sign up to sit for a retake in the Spring Semester. The preliminary examination papers will be read by five members of the Department's faculty. These readers will submit to the Department's Director of Graduate Studies a 'high pass,' 'pass,' 'low pass,' or 'fail' recommendation. No student may sit for a preliminary examination in either area more than two times without the written consent of the Graduate Committee. The Graduate Committee will make such decisions on a case-by-case basis.

**G. Research Tools** – Fulfill a language/research tool requirement in one of the following ways:

1. As indicated in the M.A. level requirements (paragraph I,C), for a *second language* in addition to that studied for the Master's degree. The level of proficiency required is the same as the M.A. level and fulfilling the M.A. requirement counts as one of the two required.
2. By showing *greater proficiency in the same language* that was used to meet the same requirements for the Master's degree.
3. By demonstrating a *reading knowledge* of one language as indicated in the M.A. level requirements and by completing, satisfactorily, at least *two courses* in a research related area, such as mathematics, history, archival work, editing, and so on, pursued outside the Department at the graduate level. This option must be approved by the Graduate Director prior to being undertaken.

Fulfilling these requirements *does not count* toward the completion of 30 semester hours of work beyond the M.A. level, unless the work is done as Directed Readings (PHIL 591).

**H. Admission to Candidacy** – After 30 hours of course work have been completed, the logic and the language requirements have been fulfilled and the preliminary examinations passed, the Director of Graduate Studies (in the person of the Graduate Secretary) must file an *Admit to Candidacy* form with the Graduate School. This form is to be filed at least six months before the expected date of graduation. The student is responsible for seeing whether this form has, in fact, been filed. The student must have obtained the agreement of a faculty member to serve as dissertation director.

**I. Dissertation**

1. **DISSERTATION DIRECTOR** –The *dissertation director* is responsible for selecting a dissertation committee for the student. The committee shall consist of five graduate faculty members, at least one of whom shall be from an SIUC graduate program outside the student's academic unit. The Department allows for the possibility of faculty from other institutions to serve on the student's committee in addition to the requisite number of SIUC faculty. Once the dissertation director has been chosen and the committee formed, any subsequent changes to the dissertation directorship position must be approved by the Director of Graduate Studies. The appropriate change form must be sent to the Dean of the Graduate School for approval.
2. **PROSPECTUS REVIEW** – In preparation for the writing of the dissertation, the candidate must have a *prospectus review*. The Director of the dissertation is responsible, in consultation with the candidate, for determining what appropriate background reading is necessary for beginning the dissertation and for the initial formulation of the project. The

candidate will proceed to generate the *prospectus*. A prospectus should be approximately 10 - 20 pages in length; it should also include a proposed outline for the dissertation and a working bibliography. The Director of the dissertation will appoint a committee (four professors, including one from outside the Department) that will convene for the *review* of the prospectus. The review will help the candidate in the final formulation of the project before proceeding with the writing of the dissertation. The committee members will fill out a comment sheet for the candidate.

3. **DISSERTATION HOURS** – While working on the dissertation, the student must register for the course numbered **600**. The student is to devote at least one academic year of full-time work to complete the dissertation and will register for **24 semester hours** of dissertation credit (Students may sign up for from 1 to 16 hours of PHIL 600 per semester). For example, the student wishing to complete the dissertation in one year may register for 12 hours of dissertation credit for each of two terms. Students who have registered for 24 semester hours of dissertation credit and have not completed the doctoral dissertation are subject to the continuing enrollment requirement course number 601. Students are **required** to complete **24 hours of Philosophy 600**. The student may take only 6 of these 600 level hours prior to formal admission to candidacy, and only 6 of these hours will count towards the residency requirement.
4. **CONTINUING ENROLLMENT REQUIREMENT** – Students who have completed all but the dissertation requirements, but who have previously enrolled for the minimum number of research, thesis, or dissertation credit hours required of the degree, **must enroll every semester for at least one hour until all degree requirements have been completed** (Summer sessions exempt). Whether in residence or not, students are required to enroll in Continuing Enrollment (PHIL 601 - 1 hour p/semester) if not otherwise enrolled. Concurrent registration in any other course is not acceptable. See the Graduate Catalog for more specific details, under heading GENERAL REGULATIONS AND PROCEDURES.
5. **WRITING** – The candidate will do the required research and write the dissertation. There is no given length for a dissertation, but 150 to 250 pages is the average length of a philosophy dissertation. An instruction booklet for dissertation preparation should be secured from the Graduate School or the Department Graduate Secretary.
6. **PREPARATION FOR DEFENSE** – The candidate and the dissertation director should work together until the document is ready to receive critical input from the committee. When the dissertation director indicates that the dissertation is ready for defense, it shall be required of the dissertation director to submit to each committee member a copy of the dissertation for the members' examination. This must be delivered at least **one month** in advance of the scheduled defense. The committee must then decide whether or not the dissertation is acceptable for defense.
7. **ORAL DEFENSE** – The candidate shall conduct an **oral defense** of the dissertation and related topics in the field before the dissertation committee. The oral defense is open to the public. Only the committee members vote or make recommendations concerning the acceptance of the dissertation and final examination. At the discretion of the dissertation director, guests may be permitted to ask questions of the candidate after the committee members have conducted the examination. A student will be recommended for the degree of Doctor of Philosophy only if the members of the committee judge both the dissertation and the performance at the final oral examination to be satisfactory. One dissenting vote is

permitted.

8. **AWARD OF DOCTORATE DEGREE** – An application for graduation should be filed with the Graduate School at least six weeks before the date of graduation; grade records must be checked; a survey of earned doctorates and microfilm contract must be signed; a cap and gown should be ordered through the University Book Store, if the candidate plans to take part in the graduation ceremony.

### III. CRITERIA OF ELIGIBILITY FOR ASSISTANTSHIPS

The primary purpose of the *assistantship program* is to provide professional experience and financial support for graduate students so that they may complete the requirements for M.A. and Ph.D. degrees and become more qualified and experienced as teachers. Other values include the help that assistants give the teacher to whom they are assigned and the very real value of their work to the undergraduates in their classes.

The *number of assistantships* available in any one year is a function of the enrollment in the courses in which assistants work and the financial position of the University divisions which support the program. The *standard assistantship* for the *M.A. program* is *quarter-time* (25%). This usually involves assisting a professor in a large lecture course that includes discussion sections led by the assistant. Work up to 10 hours a week is expected. *Standard assistantships* for the *Ph.D. program* are *half-time* (50%). While these may include the same duties as the quarter-time assistantships, they may also include teaching courses at the introductory level for the Core Curriculum, or other courses, like Philosophy 210 (The American Mind), Philosophy 211 (Philosophy and Diversity), or Philosophy 303 I (Philosophy and Literature). Students who become *Federal Work-Study* qualified through the Financial Aid Office are much more likely to be awarded a half-time assistantship because of the reduced cost to the Department. A tuition waiver is included with either half- or quarter-time appointments and is good for full-time tuition (including summer tuition). However, the student must pay the ‘fees’ portion of the ‘tuition & fees’ semester expense. ‘Fees’ cover such things as student health insurance and the use of University facilities. If fees are not paid over the summer, all student benefits are lost to the beginning of the Fall semester.

The Graduate Committee and the Department Chair will determine eligibility and selection based on what the Department regards as the primary value of the assistantships; the following guidelines will give graduate students a recognized set of criteria by which they can estimate their own chances for assistance.

- A. **Conditions of appointment** – Each year the Graduate Committee will meet to assign all eligible graduate applicants for the M.A. or Ph.D. programs on a competitive basis. Incoming graduate students who are recommended by the Graduate Committee for a fellowship, but do not receive the fellowship, may be eligible to receive a graduate assistantship. The *Department Chair* will decide whether the assistantship will be half- or quarter-time, based upon the Department’s assistantship budget. Some graduate assistantship appointments are only for one semester (4.5 months), but initial graduate assistantship appointments are usually for 9 months of support: Fall and Spring Semester (4.5 months each). Summer support is not usually available.

**B. Criteria** – Criteria that may be used to select graduate students coming to the program for graduate assistantships

1. at the Ph.D. level:
  - a. Letters of recommendation optional; (no specific number required)
  - b. GPA
  - c. A course paper submitted to the Graduate Committee (optional)
  - d. Breadth of professional accomplishments such as publications, conference papers and course work
  - e. Teaching performance
  - f. Satisfactory progress and completion of course work/performance of duties as TA, if applicable
2. at the M.A. level:

For incoming Master’s candidates, selection of graduate assistants will be based on application materials. Beyond that, selection will be based on (a), (b) and (c) above.

**C. Pedagogy Sequence** – Students who receive an assistantship are expected to take the pedagogy sequence Philosophy 551 (Introduction to Teaching and the Profession: 1 hour), Philosophy 552 (Teaching Practicum: 1 hour), and Philosophy 553 (Supervision of Teaching for Graduate Students: 1 hour). Students teaching their own courses must sign up for 553 under the supervision of a faculty member designated by the Director of Graduate Studies.

**D. Limits on Expected Support** – Once an assistantship has been awarded, there is an *expectation* of continued support as follows:

1. M.A. students chosen for assistantship can receive *no more than 24 months* support at the M.A. level. Support is contingent on satisfactory progress as defined below (E).
2. Ph.D. students chosen for assistantship can expect *up to 36 months* of support. Support beyond 36 months should not be expected, but may be available in special circumstances up to 48 months. The 36/48 months of support for Ph.D. students is not limited by the support they received as a Master’s candidate. Support is contingent on satisfactory progress as defined below (E).
3. *‘Months of support’* is not defined or limited by the percentage of assistance received by the student. In other words, a quarter-time, nine month assistantship counts the same as a half-time, nine month assistantship when meeting the months of support limitation.
4. *Summer support* will not be included in the counting of months of Department funding. Students will be evaluated independently for an assistantship, upon entering the Ph.D. level. There is no automatic guarantee of support from the M.A. to the Ph.D. level. But students having performed well in the Master’s program may expect to be admitted into the Doctoral program and be considered to be eligible as prime candidates for Doctoral assistantships.

**E. Definition of Satisfactory Progress** – Those graduate students who are holding and have held assistantships or fellowships in the Department, and who are making satisfactory progress toward their graduate degrees, have first consideration on available assistantships. Satisfactory progress shall mean:

1. That the student has no outstanding incompletes at the time of application.

2. If the assistantship or fellowship begins with a person's first year of graduate study, (s)he is expected to complete the M.A. degree at the end of the second year of graduate work. History comps should be attempted by the third semester and passed by the fourth semester of the Master's program (Reference section II of Ph.D. Requirements).
3. That prelims are attempted and passed by the end of the third year and that a dissertation prospectus is approved by a dissertation committee by the end of the sixth semester of the Ph.D. program.

**F. 'Previously Assisted' and 'New' Applicants**

1. If there are more eligible 'previously assisted' applicants than there are numbers of assistantships available, a selection shall be made on the basis of two appraisals by persons for whom the applicant has been an assistant and by student evaluations, where available.
2. If assistantships are still available after all eligible 'previously assisted' applicants have been assigned new support, unsupported persons already in the program will be given consideration, along with 'new' program applicants. In all cases, selections shall be made on the basis of the criteria listed above.

A limited number of University Fellowships are available to students in the Master's and Doctoral programs. Those interested in applying for one of those Fellowships should contact the Director of Graduate Studies in the fall. GRE scores are required when applying for Fellowships.

Doctoral level students are encouraged to apply for Graduate School Dissertation Research Assistantship Awards during the year they are admitted to candidacy.

## **IV. JOB SEARCH**

Applicants for teaching positions should take the following steps:

- A.** Apply for membership in the American Philosophical Association. This allows one to receive the Association's *Jobs in Philosophy* issues. Application forms are available from the Director of Graduate Studies.
- B.** Prepare a dossier to be filed with University Career Services. (Placement – located in Woody Hall, B-204, Phone 453-2391) This dossier normally includes three letters of recommendation from faculty familiar with the student's work.
- C.** Check the Departmental bulletin board regularly for notices for job openings.

Because of the shortage of teaching positions, students should plan for alternate careers outside the field of philosophy and actively seek openings in other areas. Graduate students may also arrange for an interview with a counselor at Career Planning and Placement for more complete information.

### **Addendum PROTOCOL FOR PROSPECTUS AND DISSERTATION**

## **Prospectus and Oral**

In preparation for the writing of the dissertation the Candidate must have a **prospectus oral**. The Director of the dissertation is responsible, in consultation with the Candidate, for determining what appropriate background reading is necessary for preparation of the prospectus. From this agreed upon background reading list, the Candidate will proceed to generate the prospectus. By no means should the Candidate begin work on the actual dissertation itself until the prospectus oral has taken place.

The **prospectus** should be a document approximately 10-20 pages long (double-spaced) describing the nature of the research project from the formulation of the central problematic to the projected treatment of it in the chapters of the dissertation. Of key importance at this stage is the clear formulation of the question the project strives to address. The better this is done the more the research itself will stay focused. In addition to this proposal, there should be a working bibliography and an outline of the chapters and topics. A working bibliography contains the primary research references the Candidate will use and does not have to be the complete research bibliography of the dissertation itself. Chicago Manual of Style should be used.

The Director of the dissertation will appoint a Committee (four professors, including one from outside the Department) that will convene for the **oral review** of the prospectus. The Candidate will be asked to summarize the project and the Committee members will ask questions pertaining to the proposed project in order to help it achieve both focus and be inclusive of relevant research or issues. It is recommended that the Director make notes of the points raised for further consideration or that the members of the Committee provide the Candidate and Director with written summaries of their main responses.

The Candidate and Director will review the results of the oral review and the Candidate may now begin the process of writing the dissertation.

## **The Dissertation**

A dissertation is to be a genuine contribution to the field of philosophy and philosophical scholarship. It demonstrates that the Candidate is ready to proceed with a lifetime of contributing to the profession and engaging in the life of philosophy as well as continuing to develop and grow on one's own.

Although the primary consultation of the Candidate will be with the dissertation Director, either the Candidate or the Director should avail themselves of the resources of the Committee. The final dissertation document should be approximately 150-300 pages long and include an extensive bibliography as well as table of contents and abstract. It is recommended that the Candidate read several dissertations recommended by the Department as models to get a better idea of the standards to be met.

## **Dissertation Defense**

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When the Director has deemed that the dissertation is complete, the Candidate will distribute **hard copies** (*not electronic*) to all members of the Committee and a date will be set for the defense. Chicago Manual of Style should be used.

The state of the dissertation should be essentially the final version to be catalogued and shelved with all possible errors removed and citations in accurate and complete format.

The time between the Committee's reception of the document and the defense itself should be **four weeks** or more.

At the defense, the Candidate will be expected to make a concise **summary** of the project lasting about ten minutes. Then, one after another, members of the Committee will be allowed to examine and question the Candidate on the claims and conclusions of the dissertation. The Candidate is expected to demonstrate the ability to function as a colleague in the profession. Though the Candidate may be asked questions outside of his or her area of research, as happens in professional life, the Candidate should be prepared to have a thorough command of the material directly relevant to the dissertation project itself. The Committee members are free to ask any questions and to push any issues, but the Candidate should expect that this will be done in the spirit of the pursuit of philosophy and not without professionalism, humanity and reasonableness.

During the defense, the Director should make notes as to the central points raised by Committee members and the members themselves may be asked to provide written comments. It is to be expected that points will be raised during a defense that should be included in the final version of the dissertation. In some cases, the Candidate may be asked to make **revisions** of certain claims or treatments of various topics.

Should, for any reason, the Committee determine that either the dissertation or the oral defense has been inadequate for the standards of the profession, the Candidate may have to revise the manuscript and stand for another defense. Before the defense, however, it is the duty of any Committee member to communicate with the Director and Candidate highly problematic concerns that the member believes may impede the process of the defense.

The Director and Candidate will review the final copy of the dissertation before it is submitted to the Graduate School. The Candidate needs to provide three copies; two for the Graduate School and one for the Department for its permanent collection.

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