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# Graduate Student Handbook

## Master of Arts in History

**firstchoice**  
**GRADUATE PROGRAM**  
EASTERN ILLINOIS UNIVERSITY

*Graduate programs achieving the distinction of “First Choice” have applied and been subjected to rigorous review from EIU’s Council on Graduate Studies, with oversight from the Graduate School, to ensure they meet the highest standards of scholarly excellence as evidenced through sustained achievement of criteria developed and adopted by the Council in 2006.*

## **Introduction**

This handbook aims to provide basic information for graduate students entering the Eastern Illinois University history graduate program. Our master's degree program in History offers students an accessible yet intense and challenging graduate education experience. We put a premium on flexibility (with concentrations offered in U.S., European and Modern World History), small seminar classes, close faculty-student interaction, and numerous opportunities to develop and practice the skills of independent research, writing, and critical analysis. The curriculum combines traditional approaches with innovative, thematic courses in social, cultural, gender, and global history.

We have over 20 faculty members—all with PhDs from top ranking universities and all engaged in research, having produced dozens of books and articles in the past several years. Simultaneously our faculty has earned reputations as dedicated teachers, committed to their work both in and outside the classroom. A 2007 review conducted by EIU's Council on Graduate Studies and Graduate School awarded the History graduate program the distinction of first choice—the first graduate program to be so honored.

Every year between nine to twelve students enter our program. Roughly ten percent pursue our thesis option, the remainder complete their degree through coursework. While the program and curriculum is challenging—our students have thrived. Almost universally, graduates praise our program as an important stage in their professional and personal lives.

## **Research Facilities and Scholarly Resources**

The History Department has collaborated closely with EIU's Booth Library to build research collections—both traditional resources (books and periodicals) and non-traditional (electronic databases). Special collections at Booth include the University Archives and the Illinois Regional Archives Depository, containing state government records of historical and genealogical significance.

Through Booth Library, history graduate students have access to a plethora of both primary and secondary materials. Just a decade ago the quantity and quality of such online resources would have been unimaginable. These sources include *J-stor*, *Project Muse*,

*Congressional Universe*, *Early English Books Online*, *British Periodicals*, and *Making of America*. Online newspaper collections include the historical *New York Times*, *Chicago Tribune*, *The Times* (London), *African American Newspapers: the 19<sup>th</sup> Century*, *The Civil War: A Newspaper Perspective*, and the *Pennsylvania Gazette*. Virtually all of these resources are accessible through our off-campus proxy. Students also enjoy access to other regional libraries including the University of Illinois Urbana-Champaign libraries (located roughly one hour north of Charleston).

## **Publishing and Presenting Your Research**

One of the hallmarks of our graduate history program at EIU is the myriad of opportunities we provide to publish and showcase graduate research and writing. All students should consider presenting a scholarly paper at an academic conference as a sort of capstone of their graduate careers. Our graduate students have presented award-winning papers at regional Phi Alpha Theta conferences and graduate student conferences such as the Northern Illinois University Graduate Association Annual Conference. Additionally, our students have given papers at conferences as far away as Virginia and Minnesota. Supplemental funding for travel can be secured through the Graduate School's Williams Travel Awards and through the History Department. Each year the Graduate School also sponsors Grad Expo Week, during which history graduate students have put together panels and prepared posters.

The History Department's award-winning annual journal *Historia* [<http://www.eiu.edu/historia/>], featuring the best of both undergraduate and graduate research, offers a venue for students to publish their work in a more traditional format. To provide our students with first-hand experience in the world of publishing and historical editing, the department offers *HIS 4900: Historical Publishing*, a course in which graduate and undergraduate students together work to produce *Historia* (as well as other projects, such as producing our department's annual newsletter). The department's *Localités/Localities* website [[www.eiu.edu/~localite/](http://www.eiu.edu/~localite/)], dedicated to local history and its global connections, offers a nontraditional format to present student research. Other opportunities to publish, especially book reviews, increasingly are available on the Internet. We encourage students to explore all these options and view—from the very beginning of their graduate careers—their research and writing as something worthy of sharing with the public.

## **Advising and Mentoring**

The graduate coordinator is official advisor for all students in the M.A. program. All questions and concerns, especially about technical programmatic issues, should be directed to the coordinator. All students are also required to select a graduate mentor from the history graduate faculty whose research specialty matches the student's main area of scholarly focus. The faculty mentor helps the

student select an appropriate course of study, serves as the major professor of the written and oral examinations, and, if applicable, directs the student's M.A. thesis project. Ideally, students select a mentor in their first semester. The coordinator will supply students with a "faculty mentor selection form" to be completed and signed by both mentor and student and returned to the coordinator. Students are encouraged to meet regularly with both their mentor and the coordinator. At least a semester beforehand, student and mentor should begin preparing for exams, including compiling a bibliography and organizing an exam committee. Students must keep the coordinator fully apprised of their exam plans and schedules.

### **History 5000: Historiography**

There is only one required course in the graduate program: History 5000—Historiography. Ideally taken in the first semester of graduate study, the course introduces students to the methodologies and theoretical frameworks that historians employ and serves as the foundation for subsequent course work, independent research and/ or thesis preparation. The course involves reading and discussion of key historiographical, theoretical and methodological issues, organized and led by a number of guest professors (although one primary instructor oversees the seminar).

### **Courses outside the History Department/Transfer Credits**

A limited number of courses taken in other departments can be credited toward the graduate degree in history. Interested students may petition the graduate coordinator by submitting a course syllabus. Courses must be numbered above 4775 to receive graduate credit. Likewise up to 11 hours of credit may be transferred from other universities. Again students must petition the graduate coordinator in order to transfer credits. If a student can demonstrate that graduate courses in other disciplines are necessary to his or her goals, the coordinator may approve a limited number of hours outside of History.

### **Time Limit on Graduate Work**

According to the rules and regulations of the EIU Graduate School, only courses taken within the past six years may count toward a degree. Students who exceed this limitation may petition the Graduate School for an extension.

## **Independent Study and Thesis Credit**

Under some circumstances students may enroll in independent studies (HIS 5990) with interested faculty members when available courses do not move them toward degree. Students should approach a faculty member, who then must prepare an independent study proposal outlining work to be completed and grading rubric. The independent study form must be approved by the coordinator and departmental chair. Only six credits of independent study may count toward a degree.

After successful passage of the thesis proposal, a student pursuing the thesis option may enroll for thesis credit (HIS 5950), usually six credits. As with an independent study, the student's mentor must complete a form to enroll in 5950, generally establishing firm dates by which a bibliography, and completed draft chapters are to be submitted. The form must be signed by both the coordinator and departmental chair. No more than six credits of 5950 or nine credits of independent study combined with thesis credit may count toward a degree.

## **Program and Degree Requirements**

### *Thesis Track*

Students on the M.A. with thesis track complete 30 semester hours, up to six of which may be completed as HIS 5950 (thesis credit). Students on the thesis track work closely with their thesis advisor to prepare a “thesis proposal,” normally submitted in the second semester of course work. The proposal must outline an original research project and the methodology to be employed. Additionally it must include a substantial bibliography of relevant primary and secondary sources and a schedule for completing the project. The proposal must be approved by the Graduate Studies Committee before a student is permitted to enroll in thesis credit HIS 5950 (students may take between 3-6 hours of thesis credit). Once approved, students writing a thesis should obtain a Thesis Manual from the Graduate School [[http://www.eiu.edu/graduate/students\\_thesisresearch.php](http://www.eiu.edu/graduate/students_thesisresearch.php)]. The thesis must conform to the rules and mechanics of the most recent edition of Kate Turabian's *A Manual for Writers* and the Graduate School's Thesis Manual. The thesis director and two other readers with professional knowledge in the topic area (one of whom may be outside the History Department) must approve the completed work. The thesis director and at least one of the final readers shall also sit on the individual's oral examination committee. Thesis writers are still required to write exams, although oral exams are devoted primarily to a discussion or defense of the thesis.

Students with American and European concentrations complete at least 18 semester hours (including HIS 5950) in their field of concentration, and 9 semester hours in the student's minor field. Those with a Modern World concentration complete at least 18

credits in non-Western history (post 1700), 6 credits in European, 3 credits in US.

\*No more than 10 s.h. in courses numbered 4750-4999 may be applied to the degree.

**Recent theses include:**

Kimberly Jones, "Favorite of Heaven:' The Impact of Skin color on Atlantic Ethnic Africans in the Eighteenth Century (M.A. 2016)

Alyssa Peterson, "'We live in the midst of death:' Medical theory, public health, and the 1793 Yellow Fever epidemic" (M.A. 2016)

Shawn Hale, "Butchered Bones, Carved Stones: Hunting and Social Change in Late Saxon England" (M.A. 2016)

Emily Scarbrough, "'Fine Dignity, Picturesque Beauty, and Serious Purpose:' The Reorientation of Suffrage Media in the Twentieth Century" (M.A. 2015)

Aaron F. Psujek, "Anglo-American Relations Between the 1953 Coup and the 1956 Suez Crisis" (M.A. 2014)

Philip Mohr, "Separating the Whites from the Chaff: Whiteness, Blackness, and Racial Exclusion in the Midwest Agrarian Mind from the Civil War to the Great Migration" (M.A. 2013)

*Non-thesis Option*

Students complete a total of 32 credit hours. Those with American and European concentrations complete at least 18 semester hours (including HIS 5990) in their field of concentration, and 9 semester hours in the student's minor field. Those with Modern World concentrations complete at least 18 credits in non-Western history (post 1700), 6 credits in European, 3 credits in US.

\*No more than 12 s.h. in courses numbered 4750-4999 may be applied to the degree. If a student can demonstrate that graduate courses in other disciplines are necessary to his or her goals, the Coordinator may approve a limited number of hours outside of History.

\*\*Students who have completed coursework but have yet to complete exams and thesis are required to register for HIS 5951, a zero credit course at no cost to students, allowing them continued use of Booth Library and other university facilities. Students should contact the departmental secretary to register for HIS 5951.

### *Online Option for Teachers*

Students complete 32 credits, which include HIS 5001 (1 c.h.), HIS 5000, HIS 5800, HIS 5810, HIS 5820, HIS 5990, and HIS 5991. Students take five elective seminars in US, premodern, and modern history.

### **Comprehensive Exams**

As a capstone experience, all students take both written and oral exams. While the process is inevitably intimidating, careful advanced preparation is the best way to approach exams and minimize anxieties.

At least a semester before taking exams, students should meet with their mentors to begin planning. Students and mentors should follow the checklist for the examination process [[http://www.eiu.edu/historygrad/files/Comprehensive Examination Checklist.pdf](http://www.eiu.edu/historygrad/files/Comprehensive_Examination_Checklist.pdf)] The first step is preparing a bibliography based on a student's seminar and class readings (and any additional material assigned by committee members). Students have found that keeping a careful bibliographic record of all readings from the start of graduate studies is essential to compiling the final product. Students should also discuss with mentors the committee makeup and exam scheduling. A departmental computer and appropriate rooms for written and oral exams must be reserved in advance. Ideally exams are taken within weeks of completing coursework. Evidence suggests that the sooner a student takes exams after completing coursework, the higher the likelihood of success.

Candidates in the non-thesis option are also required to submit a graded and revised research paper to their committee. The paper shall be part of the exam evaluation and may be the basis for discussion during the oral exams.

Candidates in the online option for teachers register for HIS 5999 as their capstone experience and comprehensive examination. Students are required to submit an annotated bibliography of their coursework, develop syllabi under the guidance of the instructor, and complete written and oral examinations.

### **Exam Fields**

The European concentration exams for students in the thesis and non-thesis options will be composed of sets of questions on two of the following fields medieval, early modern, and modern Europe (periodization to be determine in consultation with a student's mentor); American concentration exams will be composed of one set of questions on colonial to Reconstruction (to 1877) and one set on 1877 to the present. One of these examiners (the student's mentor) shall be considered the student's chief examiner and shall also chair the oral examination. The two additional members of the oral examination committee shall represent the other part of the

major and the minor areas of concentration. Modern World concentration exams cover the period from 1700, and committee makeup consists of two faculty members with specialization in African, Asian, or Latin American History, and one member specializing in either European or American History.

### **Written Exams**

For students in the thesis and non-thesis options, comprehensive exams generally consist of answering several broad area questions, graded by the two examiners from the student's field of concentration. The exam will be graded pass/ fail by two examiners within the department who specialize in the

principal area of concentration. Those students whose written exams (both parts) are awarded a “pass with distinction” by both readers from the committee may be awarded (upon the approval of the full exam committee) the same “pass with distinction” on the certificate of comprehensive knowledge (and upon the transcript) upon successful completion of the oral examination. Written examinations are taken on a computer provided by the department. Students generally respond to the first set of questions in the morning (3 hours), then following an hour for lunch, write a second set of questions in the afternoon (3 hours).

### **Oral Exams**

For students in the non-thesis option, the oral examination lasts approximately an hour to ninety minutes and can be taken only after the successful completion of the written comprehensive and all required course work (except finals for that semester). The oral examination committee shall consist of two examiners from the student’s field of concentration and a representative from the student’s minor field committee. Modern World concentration exams committee consists of two faculty members with specialization in African, Asian, or Latin American History (both of whom serve as graders for the written exams) and one member specializing in either European or American History.

Generally, there is a 60-day waiting period before exams may be retaken. Students who receive a failing grade on either portion of the examination in three successive attempts forfeit the right to earn their degree.

The thesis defense serves as the oral examination for students pursuing the thesis track. The thesis committee generally consists of the mentor (also known as thesis advisor), at least two other committee members, and the minor field examiner (who may be a member of the committee.) The minor field member may ask examination questions during the defense as they relate to the thesis.

### **The Graduate Lab**

The History Graduate Laboratory features seven computers, printer, scanners and other technology—as well as desk space and shelves for students. All graduate students have access to the lab and are encouraged to use it as a base of operations. Keys, to both the lab and Coleman Hall, may be obtained through the departmental office manager, Donna Nichols.

### **Study Abroad**

Without question the opportunity to travel and research abroad enhances graduate education. While our curriculum does not lend itself well to regular semesters abroad, we encourage our students to investigate summer programs. Dr. Newton Key’s summer programs in the UK (HIS 5997) draw many graduate students. Likewise, graduate students have participated in Dr. Bailey Young’s Walhain-Saint-Paul archaeology program and Sace Elder’s summer in Germany. Both programs offer graduate students exceptional

opportunities to conduct primary research in international libraries and archives. Professor Key, for instance, personally escorts graduate students to the British Library and Institute of Historical Research. The History Department supports these programs with an annual study abroad scholarship. Additionally students may investigate graduate study abroad programs offered by other universities (which would require the same approval process as other transfer credits).

## **Tuition and Fees**

For current in-state and out-of-state cost of attendance, see: <http://www.eiu.edu/finaid/cost.php>. Note that fees include a textbook rental charge, which covers some of the cost of textbooks for graduate students.

## **Financial Aid**

The History Department offers several graduate assistantships, fellowships, and awards to support promising graduate students. Departmental stipends are currently above or at par with nearly all other graduate programs in the region. The cost of living in Charleston is low—allowing our students to stretch their dollars. Additional employment opportunities also exist within the university and at local community colleges.

Note: The deadline for consideration for Graduate Assistantships, departmental fellowships, and the IRAD Internship is February 1st for the succeeding academic year. Continuing graduate students should contact the graduate coordinator if they wish to be considered for funding and should request two letters of recommendation from EIU history graduate faculty, to be sent by the deadline to the coordinator. Most year-long awards are granted in the spring to begin the following fall semester. Spring graduate assistantships and summer research awards occasionally are also available.

### *Graduate Assistantships*

The history department awards a number of graduate assistantships. Awarded on a competitive basis, graduate assistantships are normally for the nine-month academic year and include a stipend and tuition waiver (graduate assistants are responsible for student fees). Departmental stipends are currently \$980 per month. Graduate assistants must be enrolled as full-time students in courses approved by the graduate coordinator. They are required to work an average of 15-19 hours a week under the direction of the coordinator or department chair. Graduate assistant duties provide a substantive introduction to the academic world—mirroring the teaching, research, and service-oriented work expected of department faculty members. Graduate assistants may be expected to act as research assistants, proctor exams, serve as tutors, give occasional guest lectures, and provide other services for the department.

Currently we offer five full (nine-month) graduate assistantships and one half (four-month) assistantships. Full graduate assistantships come with fall, spring, and summer tuition remission. Four-month assistantships carry tuition remission for fall only.

#### *The IRAD Internship*

In conjunction with EIU's Booth Library, the History Department offers graduate students the opportunity to gain library and archival experience through the Illinois Regional Archives Depository (IRAD) Internship Program. Interns work approximately 20 hours per week in the University Archives. In return they receive a monthly stipend of roughly \$950, a tuition waiver, and reimbursement of fees. IRAD interns are appointed for the academic year (nine months), and often those appointments run into the summer.

#### *The Coleman Scholarship*

The Coleman Scholarship was created through the generous contribution of Charles H. and Dorothee Coleman, the former a longtime Professor of History at EIU. The scholarship is meant to recognize the fundamental importance of history teaching in our society and is normally awarded to one outstanding full-time graduate student pursuing a teaching career at the secondary education level. The award provides for a four-month graduate assistantship.

#### *Other Sources of Funding*

In addition to the above graduate awards, history students can compete for several university-wide graduate fellowships. These include the Francis Meyer Hampton Scholarship (up to \$20,000 for two years). Scholarships are also available through campus ROTC. Through the state of Illinois, minority candidates may apply for the Diversifying Higher Education Faculty in Illinois Fellowship. Occasionally graduate assistantships are also available through other departments and university agencies. The coordinator will keep students informed of such opportunities.

The History Department yearly offers a number of monetary awards for outstanding work in the M.A. program, including the Warner and Syndergaard Scholarships. Each year graduate students may also submit essays or thesis chapters for the Hamand Graduate Writing Award (a cash award). A study abroad scholarship and thesis research scholarships are also awarded each year.

Both the Department and the Graduate School (Williams Travel Grants) offer competitive grants for students presenting papers at conferences (offered in both the spring and fall).

The University offers an easy-to-use search engine for locating grants and awards on campus:

<http://www.eiu.edu/history/scholarships.php>

## **History Graduate Faculty**

### **Europe**

**Sace Elder (modern)** (PhD, University of Illinois, Urbana-Champaign, 2002) modern Germany, 19th and 20th Century European social and cultural, World War I, human rights; [seelder@eiu.edu](mailto:seelder@eiu.edu).

**Joy Kammerling (premodern)** (PhD, University of Illinois at Chicago, 1994) Renaissance and Reformation, early modern Europe; [jmkammerling@eiu.edu](mailto:jmkammerling@eiu.edu).

**Newton Key (premodern/modern)** (PhD. Cornell, 1989, M.Phil., Social Anthropology, Cambridge, 1981) British Isles, early modern Europe; [nekey@eiu.edu](mailto:nekey@eiu.edu).

**Anita Shelton (modern)** (PhD, University of Washington, 1986) East Europe, Russia, modern Europe; [ashelton@eiu.edu](mailto:ashelton@eiu.edu).

**David K. Smith (premodern/modern)** (PhD, University of Pennsylvania, 1995) France, early modern Europe;  
[dksmith@eiu.edu](mailto:dksmith@eiu.edu).

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**Bailey K. Young (premodern)** (PhD, University of Pennsylvania, 1975) medieval, France, archaeology; [bkyoung@eiu.edu](mailto:bkyoung@eiu.edu).

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### **United States**

**Terry Barnhart** (PhD, Miami University, Oxford, Ohio, 1989) U.S. social and cultural, local, museum studies, historical interpretation; [tabarnhart@eiu.edu](mailto:tabarnhart@eiu.edu).

**Lynne Curry** (PhD, University of Illinois, 1995) U.S. 20th century, women, legal; [lecurry@eiu.edu](mailto:lecurry@eiu.edu).

**Charles R. Foy** (PhD, Rutgers University 2007) Early American History, Atlantic History, African-American History, Slavery in the Americas, Maritime History; [crfoy@eiu.edu](mailto:crfoy@eiu.edu).

**Martin J. Hardeman** (PhD, University of Chicago, 1992) 19th- century U.S., African American, Civil War and Reconstruction,

U.S. South; [mjhardenman@eiu.edu](mailto:mjhardenman@eiu.edu).

**Bonnie Laughlin-Schultz** (PhD, Indiana University, Bloomington, 2009) 19<sup>th</sup>-century US, Civil War era, American Women's History

**Nora Pat Small** (PhD, Boston University, 1994) Historical Administration Program Coordinator) American architecture, historic preservation, 19th-century U.S. social and cultural; [npsmall@eiu.edu](mailto:npsmall@eiu.edu).

**Mark Voss-Hubbard** (PhD., University of Massachusetts- Amherst, 1997) U.S. political and social, political thought, Jacksonian America, Civil War; [mvosshubbard@eiu.edu](mailto:mvosshubbard@eiu.edu).

**Edmund F. Wehrle** (PhD, University of Maryland, 1998) U.S. labor, international relations; [efwehrle@eiu.edu](mailto:efwehrle@eiu.edu).

## World

**Charles R. Foy (premodern/modern)** (PhD, Rutgers University 2007) Early American History, Atlantic History, African-American History, Slavery in the Americas, Maritime History; [crfoy@eiu.edu](mailto:crfoy@eiu.edu).

**Jinhee Lee (modern)** (PhD, University of Illinois-Champaign, 2004) East Asia, modern Japan, Korea, global , violence, imperialism, colonialism, postcolonialism, ethnic conflict, migration; [jlee@eiu.edu](mailto:jlee@eiu.edu).

**Brian Mann (modern)** (ABD, University of Texas, Austin) Modern Middle East, 19th- & 20th-century Iran, Khuzistan, nationalism, tribal & ethnic groups, imperialism, urbanization, labor, social movements; [bmann@eiu.edu](mailto:bmann@eiu.edu).

**Lee Patterson (premodern)** (PhD, University of Missouri-Columbia, 2003) Ancient Greece and the Roman Near East; [lepatterson2@eiu.edu](mailto:lepatterson2@eiu.edu).

## **After Graduation**

History M.A. students typically have chosen three paths following the completion of their degrees: teaching at the secondary school or community college level, PhD programs in History, publishing, or law school. Recent graduates, for instance, have found teaching jobs at Omar D. Blair Charter School in Denver, Colorado, Gibault Catholic High School, Purdue University Westville, and Lake Land Community College. Others have enrolled in PhD programs such as Rice University, Louisiana State University, and University of Illinois, Chicago. Additionally, recent graduates have secured positions in diverse fields such as museum collections, academic publishing, journalism, and small business operations. Students looking to learn more about taking their skills on the job market participate in our department's annual History Careers Day events [<http://www.eiu.edu/history/careers.php>] and are encouraged to visit EIU's excellent Career Services Center [<http://www.eiu.edu/careers/>]. Our graduate program, by all indications, enhances both the lives and careers of all its graduates.

Our website hosts a page devoted to alumni [[www.eiu.edu/~history/ grad/alumni.htm](http://www.eiu.edu/~history/grad/alumni.htm)], featuring email links. Feel free to contact alumni with questions about their career choices and advice about yours. Likewise, the History faculty stands ready to help as you investigate career options. Our faculty is more than happy to provide letters of recommendations and general advice. Your relationship with Eastern Illinois University, we hope, will be life long.

## **Faculty Coverage**

<b>Period</b>	<b>USA</b>	<b>Europe</b>	<b>Middle East</b>	<b>East Asia</b>
Before 500 CE	X	Patterson	Patterson	X
500-1500 CE	X	Young	X	X
1500- 1600	X	Kammerling	X	X
1600- 1700	Foy	Key	X	X
1700- 1800	Foy Hubbard	Key Smith	X	X
1800- 1900	Curry Barnhart Hardeman Hubbard Laughlin- Schultz Small	Elder Shelton	Mann	Lee
1900-	Curry Small Wehrle	Elder Shelton	Mann	Lee Wehrle

*All information contained in this handbook valid as of summer 2017*