

BRYN MAWR COLLEGE
GRADUATE SCHOOL OF ARTS AND SCIENCES
HANDBOOK FOR STUDENTS
2007-2008

Table of Contents

	page
I. Overview of Bryn Mawr College	3
II. The Graduate School of Arts and Sciences	
A. Mission statement	4
B. History	4
C. Staff	5
D. Graduate Council	5
III. Summary of Degree Requirements	
A. M.A. Degree	5
B. Ph.D. Degree	6
C. A.B./M.A. Combined Degree	8
IV. Departments and Degree Programs	
A. Chemistry	9
B. Classical and Near Eastern Archaeology	10
C. Clinical Developmental Psychology	11
D. French	12
E. Greek, Latin and Classical Studies	13
F. History of Art	14
G. Mathematics	15
H. Physics	16
I. Russian	17
V. Policies and Procedures	
A. Language examinations	17
B. M.A. and Ph.D. Candidacy	18
C. Ph.D. Supervising Committee	19
D. Ph.D. Preliminary Examinations	19
E. Dissertation	20
F. Final Examination	21
G. Perfect Copy and Publication	21
VI. Financial Aid	21
VII. Academic Integrity and the Honor Code	22
VIII. Federally Guaranteed Rights and Responsibilities	
A. Privacy of Student Records	24

B.	Campus Security Information	25
C.	Equality of Opportunity	25
D.	Access Services	25

PART I: BRYN MAWR COLLEGE

Bryn Mawr College was founded in 1885 by the Society of Friends (Quakers) with a bequest from Joseph W. Taylor, "for the advanced education of females." The College became non-denominational in 1893. Bryn Mawr was the first women's college to offer degrees through the Ph.D. and the first to have student self-government (1892). In 1912 it became the first institution in the U.S. to offer the Ph.D. in social work. Today the College consists of the all-female undergraduate college and two co-educational graduate schools, Arts and Sciences and Social Work and Social Research. The total current enrollment is 1799 students, including 1378 undergraduates and 421 students in the Graduate School of Social Work.

The undergraduate college has 21 departments (Anthropology, Biology, Chemistry, Classical and Near Eastern Archaeology, Economics, English, French, Geology, German, Greek Latin and Classical Studies, History, History of Art, Italian, Mathematics, Philosophy, Physics, Political Science, Psychology, Russian, Sociology, and Spanish), as well as a number of interdisciplinary programs, including Comparative Literature, Computer Science, East Asian Studies, Environmental Studies, Film Studies, Gender and Sexuality, and Growth and Structure of Cities. Some of these programs are shared with Haverford College. Undergraduates can take courses at Haverford and Swarthmore Colleges and can major at Haverford. Neither Haverford nor Swarthmore offers graduate instruction.

Six interdisciplinary centers sponsor lectures, symposia, films, visitors, individual academic projects, and many other academic opportunities: the Center for Child and Family Well-Being; the Center for Ethnicities, Communities and Social Policy; the Katharine Houghton Hepburn Center; the Center for International Studies; the Center for Science in Society; and the Center for Visual Culture. Links to descriptions of the Centers can be found on the College's website, under "Academic Programs."

Bryn Mawr has three faculties: Arts and Sciences (the faculty of the undergraduate college), Social Work and Social Research, and the General Faculty, which is the combination of the other two. The total number of tenure-track faculty is 125: 65 professors, 33 associate professors, and 27 assistant professors. There is also a significant number of long-term non-tenure-track faculty members (lecturers and senior lecturers), as well as interim and visiting faculty members. The Provost is the administrator in charge of academic affairs; she reports to the President who in turn reports to the Board of Trustees. The Deans of the undergraduate college and of the two graduate schools report to the Provost.

Bryn Mawr's beautiful campus is historic and architecturally distinguished. The oldest College buildings are Taylor Hall (1884) and Merion dormitory, both designed by Addison Hutton. They were followed by four more dormitories: Radnor (1887), Denbigh (1891), Pembroke (1894), and Rockefeller (1904), as well as Dalton Hall (1893), which was built to house the laboratory sciences. Designed by the team of Walter Cope and John Stewardson, these later buildings inaugurated the "collegiate Gothic" style of architecture, which was imitated almost immediately at Princeton and Washington University in St. Louis. Thomas Library (1906), named for Bryn Mawr's founding dean and second president, M. Carey Thomas, was closely modeled on two Oxford Colleges, Wadham and Oriel. The firm of Frederick Law Olmsted designed the landscape (1897). The most distinguished post-Gothic building campus is Louis Kahn's Erdman dormitory

(1965). The Rhys Carpenter Library annexed to Thomas, designed by Henry Myerberg, opened in 1997 and won several prizes for its design. The Centennial Campus Center, in what used to be the gymnasium, was renovated by Venturi Scott Brown in 2004, and a complete renovation of Dalton Hall by MGA Partners was done in 2005-2006. A thorough study of the campus was undertaken in 2002-2004 with funding from the J. Paul Getty Trust; the final report, with historic photographs, maps, and detailed narrative may be seen at <http://www.brynmawr.edu/facilities/>.

PART II: GRADUATE SCHOOL OF ARTS AND SCIENCES

A. Mission

Since 1886 Bryn Mawr College has welcomed students seeking to attain the highest level of academic achievement in the distinctive environment of a liberal arts college. Today, women and men in the Graduate School of Arts and Sciences are a vital component in a continuum of learning and research, acting as role models for undergraduates and as collaborators with the faculty. Bryn Mawr provides an alternative to traditional models of graduate education in its attention to the unique needs of individual students and its commitment to developing a broadly trained community of scholars who are equipped for a variety of useful professional careers. Renowned for excellence within disciplines, Bryn Mawr also fosters connections across disciplines and the individual exploration of newly unfolding areas of research.

B. History

Graduate education was part of Bryn Mawr's founding vision. M. Carey Thomas, the College's first dean, wrote that "a college without graduate students never occurred to us." Five graduate fellowships were established immediately, and the first Ph.D. was conferred in 1888, along with the first B.A. By 1905 Bryn Mawr had over 70 graduate students, and in 1907 Miss Thomas could report that of 41 American institutions then offering the Ph.D., Bryn Mawr ranked nineteenth in the number of degrees awarded.

In 1931, a man applied to the graduate school. He was admitted and the graduate school has been co-ed ever since. By 1960 about 20% of the graduate enrollment was male, which is still true today. Total enrollment reached a peak of 472 students (many of them part-time) in 1973, when graduate work was offered in 22 departments and three interdisciplinary programs. This was more than the College could sustain, and the Plan for Achieving Financial Equilibrium of 1987 called for a reduction to 11 sustainable Ph.D. programs: Classical and Near Eastern Archaeology, Classics, History of Art, Russian, Biology, Chemistry, Geology, Mathematics, Physics, Psychology, and Human Development. An M.A. program in French was reinstated in 1988. The Department of Human Development merged with the Department of Psychology in 1992, resulting in a single Ph.D. program in Clinical Developmental Psychology. The Biology department ceased to accept new students in 2004, and in the same year, the Ph.D. program in Geology was eliminated at the department's request.

In 2000, the departments of Archaeology, Greek and Latin, and History of Art created the Graduate Group in Archaeology, Classics and History of Art for the purpose of interdisciplinary collaboration and exchange. In 2004, the Group was awarded a Challenge Grant from the National Endowment of the Humanities to endow its interdisciplinary seminars (GSems), as well as special fellowships for interdisciplinary study and internships in Philadelphia-area museums.

The 2007-2008 enrollment in the GSAS is 175 students, including 80 in the Graduate Group in Archaeology, Classics and History of Art; 33 in Clinical Developmental Psychology; 16 in Russian; 25 in the laboratory sciences and math; and 14 in French. Eight students are candidates for the combined A.B./M.A. degree.

C. Staff

Dale Kinney, Dean

Thomas 118; ext. 5073; graddean@brynmawr.edu

Dean Kinney's appointment is half-time; she is also a faculty member in History of Art and teaches at least one course per year.

Teri Lobo, Administrative Assistant

Thomas 116; ext. 5074; tlobo@brynmawr.edu

Ms. Lobo handles financial aid, requests for reimbursement for courses and conferences, language exams, degree candidacy application, dissertations, and the dean's calendar; she will make your appointment if you wish to see Dean Kinney.

Lea R. Miller, Secretary

Thomas 116; ext. 5072; lrmiller@brynmawr.edu

Mrs. Miller handles admissions, registration, transcripts, and Commencement.

D. Graduate Council

The Graduate Council is a committee of the Faculty of Arts and Sciences charged with oversight of the GSAS, including admissions, curriculum and requirements, the allocation of financial aid, enforcement of faculty rules and requests for exceptions, and penalties for academic failure and ethical or procedural infringements. The Council has six elected members from the Faculty of Arts and Sciences and is chaired by the senior faculty member (in 2007-2008, Prof. Paul Melvin). The Dean is a non-voting member *ex officio*. Traditionally the Council has had at least one student representative, in recent years the convenor or co-convenors of the Graduate Student Association.

PART III: SUMMARY OF DEGREE REQUIREMENTS

A. M.A. Degree

All students admitted to the Graduate School of Arts and Sciences are initially considered candidates for the M.A. degree. Departments may waive the M.A. for individual students who are qualified to proceed directly to the Ph.D., but no credit is given for graduate work done elsewhere (including work done at Bryn Mawr through Continuing Education) nor for prior graduate degrees. Exceptionally, students may petition the Graduate Council to accept a maximum of two units completed elsewhere as transfer credit. Students who are exempted from the requirement of the M.A. degree must still meet the M.A. unit and skills requirements as part of their work toward the Ph.D.

The M.A. requires six units of course work or supervised independent work. Up to two of the six units may be taken at the University of Pennsylvania or another institution with which Bryn Mawr has a reciprocal arrangement.

Students must be formally accepted to M.A. candidacy before they can earn the M.A. degree (see below under "M.A. and Ph.D. candidacy").

Each course or seminar counts as one unit. Three units per semester is a full-time course load. Units of independent study (USWs) count equally with courses; up to two USWs may be counted for the M.A. degree. 300-level undergraduate courses may be counted for graduate credit if supplemented by additional work; up to two such courses may be counted toward the M.A. degree. Lower-level courses may not be taken for graduate credit. No credit is given for continuing enrollment (CE).

Students must complete the skills requirement(s) established by their program or department. Examinations in foreign languages are set by the departments that require them, and are then passed on by the GSAS for final grading by faculty in the language departments. These final readings take place only once each semester. Other skills may be tested by coursework or by departmental examination.

Candidates for the M.A. must present a paper in a special field that is approved by at least two faculty members, at least one of whom is in the student's department or program.

After completing all other requirements, M.A. candidates must pass a final written or oral examination testing their ability to place the special field of their paper in a more general context. The examiners are the same faculty members who approved the paper.

All requirements for the M.A. degree must be completed within five years (60 months) of the student's initial enrollment.

M.A. CHECKLIST

6 units of credit

at least two graduate seminars or courses

no more than two undergraduate courses

no more than two courses taken at U Penn or elsewhere

Skills requirement(s) as specified by the department or program

M.A. candidacy

application made no later than one week after the beginning of the semester in which the degree will be conferred

Paper in special field, approved by two faculty members

Final examination within 60 months of initial enrollment

B. Ph.D. Degree

All students must complete at least three years of graduate work at Bryn Mawr in order to earn the Ph.D.

All students must complete at least twelve units of work, including the six required for the M.A. Up to four of the twelve units may be taken at the University of Pennsylvania or another institution with which Bryn Mawr has a reciprocal arrangement. Exceptions to the unit requirement must be recommended by the student's department and approved by the Graduate Council.

All students must fulfill the foreign language and other skills requirements established by their department or program. See Rules of the General Faculty Governing the Degree of Doctor of Philosophy, D. 3. (The Rules are posted online at http://www.brynmawr.edu/gsas/current_students/FacultyRulesGoverningthePh.D.Degree.shtml).

All students must complete the skills requirements of their program and be admitted to Ph.D. candidacy before they can take the Preliminary Examinations.

The student's Ph.D. Supervising Committee is constituted at the time of the application for Ph.D. candidacy. The Supervising Committee conducts the Preliminary Examinations, approves the dissertation, and conducts the Final Oral Examination.

The Preliminary Examinations test the student's command of several fields or areas of the discipline, and the student's power of organization and ability to apply knowledge to new problems. They are both written and oral, must be completed within single period of four or five weeks (exceptions to this format are described in Section L below). Students must pass their Preliminary Examinations before the dissertation can be accepted.

The Final Oral Examination (on the dissertation) should take place no later than 60 months (five years) after the first Preliminary Examination. If that limit is passed, the student is required to be retested in writing on one part of the Preliminary Examinations at the time of the Final Examination.

The dissertation must present the results of independent study or research; it must contain original findings or interpretations; and it must be judged suitable for publication in some form. The Supervising Committee must judge the dissertation provisionally satisfactory before proceeding to the Final Oral Examination. If a member of the Supervising Committee finds the dissertation unsatisfactory, the Committee must meet and the Final Oral Examination may be postponed.

The Final Oral Examination covers the general field(s) of the dissertation. Any member of the faculty may attend it. It must be held no later than November 25 for a December 15 degree or fourteen days before Commencement. The Final Oral Examination ends with two votes by the Supervising Committee, on the dissertation and on the examination. The dissertation may be graded "Satisfactory," "Satisfactory with minor stylistic changes," "Satisfactory with minor revisions," or "Unsatisfactory." The examination may be graded "Satisfactory" or "Unsatisfactory."

A "perfect copy" of the dissertation, incorporating all corrections or revisions required at the Final Oral Examination, must be submitted to the GSAS office no later than December 10 for a December 15 degree or four days before Commencement. The director of the dissertation certifies that the copy is "perfect" by signing the title page. A sample title page is posted on the GSAS website at http://www.brynmawr.edu/gsas/current_students/dissertationguidelines.shtml.

All or a substantial part of the dissertation must be published within two years of its acceptance, as a book, journal article, or by Proquest-UMI. The College must receive two copies of the book or journal article or one copy of the microfilm.

Ph.D. CHECKLIST

12 units of credit

no more than four courses taken at U Penn or elsewhere

Skills requirement(s) as specified by the department or program
completed before Preliminary Examinations

Ph.D. candidacy

application made after completing sufficient course work (as determined by
department chair or graduate advisor)

application approved before Preliminary Examinations

Preliminary Examinations

completed before acceptance of dissertation

Dissertation

Final Oral Examination

taken within 60 months of first Preliminary Examination

Perfect copy of dissertation

Publication of dissertation in whole or part

no more than two years after acceptance of dissertation

C. A.B./M.A. Combined Degree

Students in the combined A.B./M.A. program are considered undergraduates with respect to tuition, financial aid, housing, organized student activities, the honor code, and primary advising until the end of four years of study. In the fifth and any subsequent years they are considered graduate students, subject to all GSAS regulations and required to pay GSAS tuition and fees. They are also eligible for GSAS financial aid.

Students who complete the requirements for the A.B. at the end of Semester I of their senior year may still be regarded as undergraduates for the purposes of financial aid, housing, etc. until the end of the following semester, that is, until the end of their senior year.

A.B./M.A. students may "double-count" 2 units of credit at the 300-level or higher toward both degrees. Otherwise, they must fulfill all of the M.A. requirements described above in section E. The four additional required units may be 300-level courses or graduate seminars taken at Bryn Mawr or at the Institut d'Études françaises d'Avignon.

Graduate-level courses taken at Bryn Mawr or elsewhere before the student is accepted as an A.B./M.A. candidate will *not* normally be counted toward the 6 units required for the M.A. A.B./M.A. candidates may petition the Graduate Council, through the chair or graduate advisor in the department of the M.A., to count up to two such courses as transfer credit. The Graduate Council considers each such petition individually, and students should be aware that their petition might not be approved.

The workplan that is approved when students are admitted to the A.B./M.A. program is considered binding. Students who deviate from the workplan should inform

the GSAS immediately and ascertain that the change of plan will provide the necessary credits toward the M.A.

Undergraduates are not normally permitted to take more than two units of graduate work during the junior year, nor to take more than more four courses per semester when one of them is a graduate course. Exceptions to these policies must be approved by the student's major department and by the Undergraduate Dean.

A.B./M.A. candidates should register for undergraduate courses through the Registrar's Office and for graduate courses through the GSAS. The Registrar's Office will notify the GSAS when the work towards the A.B. has been completed. If the M.A. will not be received simultaneously, the student should register in all subsequent semesters through the GSAS.

Graduate courses are graded "S" and "U" and by written evaluation by the instructor. Copies of all evaluations of course work and independent study counted toward the M.A. are kept in the student's file in the GSAS office. No graduate credit can be given for courses for which such documentation has not been submitted.

SECTION IV: DEPARTMENTS AND DEGREE PROGRAMS

A. Chemistry

Faculty and Staff

Michelle M. Francl, **Professor and Chair**; *physical chemistry, computational chemistry and molecular architecture*

Park 261; ext. 5108; mfrancl@brynmawr.edu

Jonas Goldsmith, **Assistant Professor and Graduate Advisor**; *electrochemistry, development and characterization of functional nanomaterials*

Park 262; ext. 5137; jgoldsmi@brynmawr.edu

Sharon J. Nieter Burgmayer, Professor, on leave sem. I, 2007; *inorganic and bioinorganic chemistry: the role of transition metals in enzymes*

Park 289; ext. 5106; sburgmay@brynmawr.edu

William Malachowski, Associate Professor; *synthetic organic chemistry, peptidomimetic synthesis, development of new asymmetric synthetic methods*

Park 270; ext. 5016; wmalacho@brynmawr.edu

Frank B. Mallory, W. Alton Jones Professor; *organic chemistry, photochemistry and clear magnetic resonance spectroscopy*

Park 288; ext. 5105; fmallory@brynmawr.edu

Susan A. White, Professor; *biochemistry, biochemical studies of RNA and RNA-protein interactions*

Park 202; ext. 5107; swhite@brynmawr.edu

Krynn Lukacs, Senior Laboratory Lecturer

Park 184; ext. 5109; klukacs@brynmawr.edu

Maryellen Nerz-Stormes, Senior Laboratory Lecturer

Park 170, ext. 5102; mnerzsto@brynmawr.edu

Jody Jacoby, Secretary

Park 290; ext. 5104; jjacoby@brynmawr.edu

Graduate program webpage: <http://www.brynmawr.edu/chemistry/grad.html>

Degrees awarded: M.A., Ph.D.

Enrollment: 10, including 3 Ph.D.candidates

19 M.A.s since 2000; mean time-to-degree: 2.7 years

6 Ph.D.s since 2000; mean time-to-degree (including M.A.): 6.6 years

Special requirements:

For the M.A.: none.

For the Ph.D.: none. Preliminary examinations comprise two written examinations and one oral exam on the same material, and an oral defense of a research proposal. The rule that all examinations must be completed within four or five weeks does not apply. See Rules of the General Faculty Governing the Degree of Doctor of Philosophy, D.5.a.(1).

B. Classical and Near Eastern Archaeology

Faculty and Staff

James C. Wright, **Professor and Chair**; *prehistory of the Aegean basin, settlement forms and architecture of classical Greece, theory and method*

Thomas 227; ext. 5340; jwright@brynmawr.edu

Alice A. Donohue, **Professor and Acting Graduate Advisor**; *history and historiography of classical art.*

Thomas 244; ext. 5345; adonohue@brynmawr.edu

Mehmet-Ali Ataç, Assistant Professor, on leave 2007-2008; *visual and intellectual traditions of the ancient Near East; Neo-Assyrian art and architecture, Near Eastern and Egyptian kingship*

Thomas 214; ext. 5659; matak@brynmawr.edu

Peter Magee, Associate Professor; *archaeology of south Asia, Iran and Arabia; field methods, materials analysis*

Thomas 228, ext. 5385; pmagee@brynmawr.edu

Pamela Webb, Visiting Associate Professor; *Hellenistic and Roman architecture and sculpture*

Thomas 216; ext. 5640; pwebb@brynmawr.edu

Pamela Cohen, Secretary

Thomas 235; ext. 5053; pjcohen@brynmawr.edu

Margaret Kelly, Secretary

Thomas 235; ext. 5334

Graduate program webpage: <http://www.brynmawr.edu/gradgroup/archaeology/index.htm>

Degrees awarded: M.A., Ph.D.

Enrollment: 28, including 14 Ph.D. candidates

17 M.A.s since 2000; mean time-to-degree: 2.8 years

14 Ph.D.s since 2000; mean time-to-degree (including M.A.): 9.9 years

Special requirements:

For the M.A.: two languages (German and French, tested by examination; at least one must be passed in the first year of enrollment); thesis or two research papers. It is expected that all requirements for the M.A. will be met within two years of full-time study.

For the Ph.D.: German, French, and one ancient language; the ancient language requirement is fulfilled by course or exam. All Ph.D. candidates must take at least one GSem by the year in which they take their Preliminary Examinations (for GSems see the next paragraph). Students are encouraged to spend their third or fourth year studying at the American School of Classical Studies in Athens or another appropriate international research center.

The Department of Classical and Near Eastern Archaeology is one of three departments in the Graduate Group in Archaeology, Classics and History of Art. The Group exists to encourage interdisciplinary study and thinking and to offer supplemental opportunities like the curatorial internships (described below under "Financial aid"). The Graduate Group offers bi- or tri-departmental seminars (GSems) on annually changing topics, including historiography and theory.

In conjunction with the Department of Greek, Latin and Classical Studies, the Department offers the M.A. and Ph.D. in Classical Studies. The M.A. requires six units equally divided between the two departments; a sight translation examination in Greek or Latin; and a paper on a subject spanning the two departments. The Ph.D. requires twelve units divided as equally as possible between the two departments; sight translation examinations as for the M.A.; two Preliminary Examinations each in a field of one department, and two Preliminary Examinations in fields that span the departments; and a dissertation that spans both departments.

C. Clinical Developmental Psychology

Faculty and Staff

Earl Thomas, **Professor and Chair**; *neurobiology and psychopharmacology, animal models of psychopathology*

Bettws-y-coed 200, ext. 5013; ethomas@brynmawr.edu

Marc Schulz, **Associate Professor and Program Director**; *marital relationships and their effects on children, family child-rearing environments, work stress and its impact on family life, emotion regulation in adolescents and adults*

Bettws-y-coed 201; ext. 5039; mschulz@brynmawr.edu

Kimberly Wright Cassidy, Associate Professor and Provost; *cognition and education, children's theory of mind, phonological/prosodic aspects of language, children's understanding of literature*

Bettws-y-coed 307, ext. 7383; kcassidy@brynmawr.edu

Mary Eno, Lecturer; *marital and family therapy, school consultation, family-school relationships*

meno@brynmawr.edu

Clark R. McCauley, Professor; *social cognition, individual differences, health psychology, stereotype*

Bettws-y-coed 211, ext. 5017; cmccaule@brynmawr.edu

Joan Manhardt, Psychologist, Child Study Institute; *assessment of young children, remediation of learning differences, educational applications of psychological testing*

Little West House; tel. 610-527-5090; jmanhard@brynmawr.edu

Paul D. Neuman, Senior Lecturer; *experimental analysis of behavior*

Bettws-y-coed 203, ext. 5011; pneuman@brynmawr.edu

Leslie Rescorla, Professor; *preschool language development and language delay, child psychiatric disorders, ability and achievement in school children*

Bettws-y-coed 212, ext. 7318; lrescorl@brynmawr.edu

Carol Roberts, Instructor and Senior Staff Psychologist, Child Study Institute;
psychological evaluation of school-age children

West House 3rd floor; ext. 7977; croberts@brynmawr.edu

Hollis Scarborough, Lecturer; *developmental psychology, reading disabilities and language acquisition*

hscarborough@att.net

Anjali Thapar, Associate Professor, on leave sem. II, 2008; *cognitive psychology*

Bettws-y-coed 306, ext. 5008; athapar@brynmawr.edu

Robert H. Wozniak, Professor; *developmental theory, history of psychology, speech regulation of action, family belief systems*

Bettws-y-coed 301, ext. 7342; rwozniak@brynmawr.edu

Ann Ogle, Secretary

Bettws-y-coed 112, ext. 5010; aogle@brynmawr.edu

Graduate program webpage: <http://www.brynmawr.edu/psychology/clinical.shtml>

Degrees awarded: M.A., Ph.D.

Enrollment: 33, including 21 Ph.D. candidates

33 M.A.s since 2000; mean time-to-degree: 2.6 years

28 Ph.D.s since 2000; mean time-to-degree (including M.A.): 8.8 years

Special requirements (*note: the program in Clinical Developmental Psychology has its own Handbook, which describes all requirements in detail. That Handbook is the official one for students in CDP; this is only a summary.*)

For the M.A.: 6 specified units of course work, all taken at Bryn Mawr; draft of predissertation thesis by November 1 of second year; final oral examination and "perfect copy" of thesis by May of second year.

For the Ph.D.: 18 units, including the 6 for the M.A.; predissertation (M.A. thesis); submission of Ph.D. candidacy application by end of second year; 3 Preliminary Examinations (field examinations) in Semester I of third year; proposal for Major Area Paper by March 15 of third year; Major Area Paper by October 15 of fourth year; statistics passed by course or exam; clinical practicum; one-year clinical internship; teaching assistantship in Abnormal Psychology; dissertation.

D. French

Faculty and Staff

Grace M. Armstrong, **Eunice M. Schenck 1907 Professor and Graduate Advisor, sem. II**; *Medieval French literature, feminist studies, narrative techniques*

Thomas 146; ext. 5384; garmstro@brynmawr.edu

Francis Higginson, **Associate Professor and Graduate Advisor, sem. I, on leave sem. II, 2008**; *Twentieth-century French and Francophone literature; critical theory*

Thomas 147; ext. 5388; fhiggins@brynmawr.edu

Koffi Anyinéfa (Haverford College), Professor; *Francophone African and Caribbean literature*

Founders 314 (at Haverford); tel. 610-896-1438; kanyinef@haverford.edu

Brigitte Mahuzier, Associate Professor, on leave 2007-2008; Director of the Institut d'Études françaises d'Avignon; *Narrative and poetry of the nineteenth and twentieth centuries; feminist, gender, and queer theory; visual arts and aesthetic theory*

Thomas 146; ext. 5384; bmahuzie@brynmawr.edu

David Sedley, Associate Professor (Haverford College); on leave 2007-2008; *Sixteenth- and seventeenth- century literature, critical theory*

Billie Jo Stiner, Secretary

Thomas 138; ext. 5083; bstiner@brynmawr.edu

Graduate program webpage: <http://www.brynmawr.edu/french/ma.html>

Degree awarded: M.A.

Enrollment: 15, including 6 A.B./M.A. candidates

34 M.A.s since 2000; mean time-to-degree for M.A.s 3.5 years; for A.B./M.A.s 4.6 years (including A.B.)

Special requirements

Normally, 2 units taken at the Institut d'Études françaises d'Avignon and 4 at Bryn Mawr; Latin, German, or one Romance language other than French; final written and oral examinations in French.

E. Greek, Latin and Classical Studies

Faculty and Staff

Richard Hamilton, **Paul Shorey Professor of Greek and Chair**; *Greek lyric poetry, Greek drama, Greek religion*

Thomas 246; ext. 5399; rhamilto@brynmawr.edu

Catherine Conybeare, **Associate Professor and Graduate Advisor**; Director of the Graduate Group in Archaeology, Classics and History of Art; *late antique and early medieval Latin prose, cultural history, critical theory*

Thomas 240; ext. 5036; cconybea@brynmawr.edu

Annette Baertschi, Assistant Professor; *post-Augustan poetry, ancient magic, Latin meter, reception*

Thomas 244; ext. 5345; abaertschi@brynmawr.edu

Radcliffe G. Edmonds III, Associate Professor, on leave 2007-2008; *Greek myth, Greco-Roman religion and magic, Greek philosophy*

Thomas 245; ext. 5046; redmonds@brynmawr.edu

Russell T. Scott, Doreen C. Spitzer Professor of Latin and Classical Studies; *Roman history and historiography, Latin literature, Roman archaeology*

Thomas 241; ext. 5034; dscott@brynmawr.edu

Oliva Cardona, Secretary

Thomas 138; ext. 5198; ocardona@brynmawr.edu

Graduate program webpage: <http://www.brynmawr.edu/gradgroup/classics/index.htm>

Degrees awarded: M.A., Ph.D.

Enrollment: 18, including 5 Ph.D. candidates

24 M.A.s since 2000; mean time-to-degree: 2.8 years

6 Ph.D.s since 2000; mean time-to-degree (including M.A.): 12.8 years

Special requirements

For the M.A.: German or French; Greek or Latin sight translation.

For the Ph.D.: two written qualifying examinations; German plus French or Italian; Greek and Latin sight translations before the Preliminary Examinations; at least one GSem by the year of the Preliminary Examinations (for GSems see the next paragraph). In Greek,

3 written Preliminary Exams on poetry, drama, history, religion or epigraphy and one on an allied subject; in Latin, 2 written examinations on literature, one on a special field, and one on an allied subject. In Classical Languages, 12 units divided equally between Greek and Latin; Greek and Latin sight translations before the Preliminary Examinations; two Preliminary Examinations in Greek and two in Latin; a dissertation involving both languages.

The Department of Greek, Latin and Classical Studies is one of three departments in the Graduate Group in Archaeology, Classics and History of Art. The Group exists to encourage interdisciplinary study and thinking and to offer supplemental opportunities like the curatorial or exhibitions internships (described below under "Financial aid"). The Graduate Group offers bi- or tri-departmental seminars (GSems) on annually changing topics, including historiography and theory.

In conjunction with the Department of Classical and Near Eastern Archaeology, the Department offers the M.A. and Ph.D. in Classical Studies. The M.A. requires six units equally divided between the two departments; a sight translation examination in Greek or Latin; and a paper on a subject spanning the two departments. The Ph.D. requires twelve units divided as equally as possible between the two departments; sight translation examinations as for the M.A.; two Preliminary Examinations each in a field of one department, and two Preliminary Examinations in fields that span the departments; and a dissertation that spans both departments.

The Department also offers interdisciplinary degrees in Greek Studies and Roman Studies. Students interested in these degrees should consult the Graduate Advisor.

F. History of Art

Faculty and Staff

David J. Cast, **Professor and Chair**; *Renaissance art and criticism, architecture post-1400, 20th-century British art*

Thomas 230; ext. 5341; dcast@brynmawr.edu

Martha Easton, Lecturer; *medieval illuminated manuscripts, gender and hagiography, the history of collecting medieval art, and feminist theory*

Thomas 231; ext 6580; measton@brynmawr.edu

Christiane Hertel, Professor; *German, Austrian and Netherlandish art and architecture, German intellectual history, aesthetics and art theory*

Thomas 229; ext. 5344; chertel@brynmawr.edu

Homay King, Assistant Professor; *American film history; film, feminist, psychoanalytic and rhetorical theory*

Thomas 249; ext. 5397; hking@brynmawr.edu

Dale Kinney, Eugenia Chase Guild Professor in the Humanities and Dean of the Graduate School of Arts and Sciences; *late antique and medieval Italian art, medieval architecture, spolia*

Carpenter A-6; ext. 5342; dkinney@brynmawr.edu

Steven Z. Levine, Leslie Clark Professor in the Humanities, on leave sem. II, 2008; *16th-20th-century French painting, psychoanalysis, self-portraiture, visual theory*

Thomas 232; ext. 5333; slevine@brynmawr.edu

Gridley McKim-Smith, Andrew W. Mellon Professor in the Humanities; *17th-century Spanish painting and sculpture, scientific analysis of works of art, costume*

Thomas 238; ext. 5325; gmckimsm@brynmawr.edu

Lisa Saltzman, Associate Professor and Director of the Center for Visual Culture; *Post-World War II art and theory, gender and identity, memory and trauma*

Thomas 239; ext. 5346; lsaltzma@brynmawr.edu

Stephanie Schwartz, Mellon Postdoctoral Fellow in the History of Photography

Thomas 106; ext. 5668; sjschwartz@brynmawr.edu

Pamela Cohen, Secretary

Thomas 235; ext. 5053; pjcohen@brynmawr.edu

Margaret Kelly, Secretary

Thomas 235; ext. 5334

Graduate program webpage: <http://www.brynmawr.edu/gradgroup/historyofart/index.htm>

Degrees awarded: M.A., Ph.D.

Enrollment: 34, including 13 Ph.D. candidates

29 M.A.s since 2000; mean time-to-degree: 2.8 years

24 Ph.D.s since 2000; mean time-to-degree (including M.A.): 8.3 years

Special requirements

For the M.A.: 2 modern languages.

For the Ph.D.: German and one other modern language; at least one GSem by the year of the Preliminary Examinations (for GSems see the next paragraph).

The Department of History of Art is one of three departments in the Graduate Group in Archaeology, Classics and History of Art. The Group exists to encourage interdisciplinary study and thinking and to offer supplemental opportunities like the curatorial or exhibitions internships (described below under "Financial aid"). The Graduate Group offers bi- or tri-departmental seminars (GSems) on annually changing topics, including historiography and theory.

G. Mathematics

Faculty and Staff

Lisa Traynor, **Professor and Chair**; *Symplectic topology, contact geometry, differential geometry and topology*

Park 329; ext. 7460; ltraynor@brynmawr.edu

Helen G. Grundman, **Professor and Graduate Advisor**; *Algebra, algebraic number theory, analytic number theory*

Park 334; ext. 5347; hgrundma@brynmawr.edu

Leslie Cheng, Associate Professor; *Fourier analysis on Euclidean spaces, oscillatory integrals, singular integrals, Hardy spaces*

Park 356; ext. 5349; lcheng@brynmawr.edu

Victor Donnay, Professor; on leave sem. 1, 2007; *Dynamical systems, ergodic theory, differential geometry*

Park 330; ext. 5352; vdonnay@brynmawr.edu

Rhonda Hughes, Helen Herrmann Professor; *Functional analysis, harmonic and wavelet analysis, operator theory*

Park 332; ext. 5351; rhughes@brynmawr.edu

Paul Melvin, Rachel C. Hale Professor of the Sciences and Mathematics; *Algebraic and differential topology, low dimensional manifolds, quantum topology*

Park 333; ext. 5353; pmelvin@brynmawr.edu

Elizabeth Cancelliere, Secretary
Park 357; ext. 5348; ecancellie@brynmawr.edu

Graduate program webpage: <http://www.brynmawr.edu/math/grad.shtml>

Degrees awarded: M.A., Ph.D.

Enrollment: 12, including 3 A.B./M.A. candidates and 7 Ph.D. candidates
20 M.A.s since 2000; mean time-to-degree for M.A.s 2.1 years; for A.B./M.A.s 4.2 years
(including A.B.)

4 Ph.D.s since 2000; mean time-to-degree (including M.A.): 7.9 years

Special requirements

For the M.A.: French, German, or Russian.

For the Ph.D.: French, German, or Russian. Preliminary Examinations comprise three four-hour written examinations and a one-hour oral examination; the examinations may be taken within five weeks in one semester or in two sessions in the spring and fall semesters. See Rules of the General Faculty Governing the Degree of Doctor of Philosophy, D.5.a.(1).

H. Physics

Faculty and Staff

Michael W. Noel, **Associate Professor and Chair**; *atomic, molecular and optical physics*

Park 347; ext. 5363, 7391; mnoel@brynmawr.edu

Elizabeth F. McCormack, **Professor and Graduate Advisor**; *atomic, molecular, and optical physics*

Park 345; ext. 5356, 5362; emccorma@brynmawr.edu

Peter A. Beckmann, Professor, on leave sem. I, 2007; *chemical physics, condensed-matter physics*

Park 344; ext. 5634, 7498; pbeckman@brynmawr.edu

Michael B. Schulz, Assistant Professor; *theoretical physics with a focus on string theory and its applications to quantum field theory*

Park 340; mbschulz@brynmawr.edu

Ann Klingensmith, Secretary

Park 348; ext. 5358; aklingensm@brynmawr.edu

Graduate program webpage: <http://www.brynmawr.edu/physics/graduate.html>

Degrees awarded: M.A., Ph.D.

Enrollment: 3

2 M.A.s since 2000; mean time-to-degree: 3 years

3 Ph.D.s since 2000; mean time-to-degree (including M.A.): 8.3 years

Special requirements

For the M.A.: oral qualifying examination in the first year; computing skills, tested by departmental examination or course; mandatory attendance at colloquia and journal clubs.

For the Ph.D.: sufficient preparation in mathematics; oral qualifying examination required for the M.A.; computing skills; seminar or experience in experimental physics; mandatory

attendance at colloquia and journal clubs. Preliminary Examinations may comprise three four-hour written examinations, a problem set including twelve hours of working time, and a one-hour oral examination. See Rules of the General Faculty Governing the Degree of Doctor of Philosophy, D.5.a.(1).

I. Russian

Faculty and staff

Elizabeth C. Allen, **Professor and Chair, on leave sem. II, 2008**; *Nineteenth-century Russian and European literature; literary periodization; literary theory*

Russian Center; ext. 5188; eallen@brynmawr.edu

Linda G. Gerstein, **Professor of History (Haverford College) and Chair, sem. II**; *Russian history; modern European history; history of Russian art and architecture*

Hall 202 (at Haverford); tel. 610-896-1062; lgerstei@haverford.edu

Dan E. Davidson, **Professor and Graduate Advisor, sem. II, on leave sem. I, 2007**; *Second-language acquisition; international language policy; Russian linguistics*

Russian Center; ext. 5184; ddaavidson@actr.org

Sharon Bain, Lecturer; *Second language acquisition; Russian linguistics; sociolinguistics*

Russian Center; ext. 5186; sbain@brynmawr.edu

Timothy C. Harte, Associate Professor; *Russian avant-garde literature and painting; Russian and Soviet film; contemporary Russian culture*

Russian Center; ext. 5190; tharte@brynmawr.edu

George S. Pahomov, Professor; *Nineteenth-century Russian literature; Russian drama; Russian culture*

Russian Center; ext. 5185; gpahomov@brynmawr.edu

Billie Jo Stiner, Secretary

Russian Center; ext. 5187; bstiner@brynmawr.edu

Graduate program webpage: <http://www.brynmawr.edu/russian/gradprogram.htm>

Degrees awarded: M.A., Ph.D.

Enrollment: 16, including 5 Ph.D. candidates

8 M.A.s since 2000; mean time-to-degree: 2.4 years

15 Ph.D.s since 2000; mean time-to-degree (including M.A.): 8.8 years

Special requirements

For the M.A.: French or German.

For the Ph.D.: French or German; Old Church Slavonic, tested by departmental examination; one course in statistics; proseminar in language acquisition; courses in structure of Russian (2 units); doctoral seminar in scholarly research and writing.

SECTION V: POLICIES AND PROCEDURES

A. Language Examinations

Foreign language competency is tested by written translation of passages selected by one or more faculty members in the student's department. Departments vary in which (if any) languages they require and in how and when they administer the translation exams. Students should consult their department chair or graduate advisor as soon as possible to learn the requirements and schedule.

The translation examinations should be two hours long and should require translation of no more than 700 words. The word count should be indicated at the bottom of each passage to be translated. The use of a dictionary may be permitted at the department's discretion, and students should be explicitly informed whether they may consult a dictionary during the examination or not. Departments should inform students when and where language examinations may be taken each semester.

Translation examinations are read by two faculty members in the student's department or a related discipline. If these two faculty members find the examination unsatisfactory, the department chair should return the examination to the student and offer to explain why s/he failed. If they find the examination satisfactory, it is submitted to the GSAS office for distribution to a third reader in the appropriate language department. Language faculty read these examinations twice each year, once in the fall and once in the spring semester. No examinations will be read by language faculty outside these reading periods. The dates of the reading periods are posted on the GSAS website (http://www.brynmawr.edu/gsas/current_students/calendar.shtml). Examinations received too late to be passed on for one reading period will be held in the GSAS office until the next one.

Although translation examinations will be read by language faculty only twice a year, they may be given more often if the department so desires. There is no penalty for failing a language examination, and no limit to the number of times a student may take an examination before passing. However, failure to pass a required language examination in a timely fashion may constitute unsatisfactory progress toward the degree, which is grounds for termination of enrollment.

B. M.A. and Ph.D. Candidacy

M.A. and Ph.D. candidacy forms can be downloaded from the GSAS website: http://www.brynmawr.edu/gsas/current_students/; click on DegreeRequirements/Rules/Information and then on Degree Requirements. All parts of the form must be completed (except those reserved to the GSAS) and all required signatures must be present before the application will be accepted for review. Candidacy applications are reviewed and approved on a rolling basis by the Dean.

Students may apply for M.A. candidacy as soon as the subject or title of their M.A. thesis has been approved by an advisor and the department or program chair. They must apply for candidacy not later than one week (seven days) after the beginning of the semester in which they plan to receive the degree.

Students may apply for Ph.D. candidacy as soon as they (1) have completed sufficient course work (as determined by the department or program chair); (2) have completed the language or other skills requirements of their program; (3) have an approved dissertation topic; (4) have identified a faculty member who will serve as dissertation director; (5) have defined the fields of their Ph.D. Preliminary Examinations, in consultation with the dissertation director, the chair or program director, and the appropriate examiners. They must be approved for candidacy before they can schedule the Preliminary Examinations.

Once accepted to Ph.D. candidacy, students must maintain their enrollment continuously until all requirements for the degree have been completed, unless granted

a leave of absence. Students who let their enrollment lapse will be withdrawn from the GSAS.

C. Ph.D. Supervising Committee

The Ph.D. Supervising Committee is constituted at the time of application for Ph.D. candidacy, except for the chair. The Supervising Committee must have at least five faculty members, including the dissertation director; three other Bryn Mawr faculty members, at least two of whom must be in the student's department or program; and the chair, who must be from a department or program other than the one in which the student is enrolled. Except for the chair, the Supervising Committee members are invited to serve by the student, the dissertation director, or the department chair. Faculty members from other institutions may serve on Supervising Committees but must be invited to do so by the Dean. The chair of the Supervising Committee is appointed by the Dean with the advice of the dissertation director and the approval of the Graduate Council.

In order to allow time for the selection of a chair, students must apply for Ph.D. candidacy well in advance of the dates when they wish to take the Preliminary Examinations. Deadlines for making the application are posted on the GSAS calendar (http://www.brynmawr.edu/gsas/current_students/calendar.shtml). The Supervising Committee is not complete until the chair has been appointed, and no student may take the Preliminary Examinations until her or his Supervising Committee is complete.

The role of the chair of the Ph.D. Supervising Committee is to be an impartial moderator at oral examinations, to insure that examinations are civil and fair, to insure that all requirements are observed and that documentation of examinations is accurate and complete. The student may appeal to the chair in the event of irreconcilable differences with the dissertation director. The chair convenes the Supervising Committee before the oral Ph.D. Preliminary Examination or the oral Final Examination if one or more committee members are dissatisfied with the student's performance.

D. Ph.D. Preliminary Examinations

Students may take the Ph.D. Preliminary Examinations as soon as their Ph.D. Supervising Committee is complete. They must take them before the dissertation is accepted. No Preliminary Examinations may be scheduled during the 30 days preceding Dec. 15 or Commencement. No oral examinations may be scheduled during June, July or August.

The normal format of Preliminary Examinations is 3-4 written examinations of 4 hours each, followed by an oral examination between one and two hours long. All examinations must be taken within a period of four weeks if there is no oral, or five weeks if an oral is required. The following departments and programs have approved exceptions to this format: Chemistry, Clinical Developmental Psychology, Mathematics, and Physics. For details about these exceptions see section H above, and http://www.brynmawr.edu/gsas/current_students/FacultyRulesGoverningthePh.D.Degree.shtml, Section D. 5 a. (1).

A student who is completing the M.A. degree at the same time as s/he is taking the Ph.D. Preliminary Examinations may offer the final examination for the M.A. as one of the Preliminary Examinations. If this occurs the examination must include questions related to the M.A. thesis.

The outcome of Preliminary Examinations is determined by a majority vote of the examiners. Dissenting examiners may file a minority report to the Dean. Preliminary Examinations may be graded "Satisfactory," "Satisfactory except for [one or more fields or parts of fields]," or "Unsatisfactory." In the case of "Satisfactory except for," the Supervising Committee must specify what work is required to make up the deficiency and the deadline(s) for doing so. The chair of the Supervising Committee officially informs the Dean of what is required, and the Dean conveys the information in writing to the student. Deficiencies must be made up within one year of the first written examination, and before the dissertation can be submitted. In the case of one or more examinations graded "Unsatisfactory," the Supervising Committee may require the student to retake the examination(s) or may deny the student permission to continue for the Ph.D. Re-examinations must be successfully completed within one year of the first written examination. No examination may be retaken more than once.

Students must complete all remaining requirements for the Ph.D. within 60 months of taking the first Preliminary Examination, or repeat one of the examinations at the Final Examination.

E. Dissertation

The dissertation must be presented to the GSAS office for distribution to the student's Ph.D. Supervising Committee for approval. Deadlines are October 15 for a December degree or at least 45 days before the date of Commencement in all departments except Chemistry, Clinical Developmental Psychology, Mathematics, and Physics. In those programs the deadlines are November 5 and 25 days before Commencement. The exact dates are posted on the GSAS website.

Students must submit at least two complete copies of the dissertation. If one or more members of the Supervising Committee prefers to receive an electronic copy, a PDF or other digital version must be submitted as well. The dissertation must be accompanied by a letter from the dissertation director, in a sealed envelope, recommending the acceptance of the dissertation to the other members of the Supervising Committee and providing a brief critical analysis of it. Students should request this letter from their director at least one week before the anticipated date of submission to allow the director time to compose it. The GSAS office cannot accept dissertations that are not accompanied by this letter. In addition to the dissertation and the letter, students must also submit an abstract of the dissertation about 350 words long and their curriculum vitae.

Faculty Rules state the "no member of the Faculty shall be obligated to read, or advise in connection with, a dissertation at any time except during the academic year" (http://www.brynmaur.edu/gsas/current_students/FacultyRulesGoverningthePh.D.Degree.shtml, Section D. 6 a. (2)).

Dissertations must be written in English, with two exceptions: (1) with the permission of the Graduate Council, a student whose native language is not English may write the dissertation in her or his native tongue; (2) with the permission of the Department of Russian, students in that department may write the dissertation in Russian.

F. Final Examination

The dissertation must be provisionally accepted by the Ph.D. Supervising Committee before the Final Examination can be held. Any member of the committee who finds the dissertation unacceptable must inform the chair of the Ph.D. Supervising Committee no later than 7 days before the scheduled date of the examination, so that the committee can determine whether the examination should be held.

The Final Examination covers the dissertation and the general field(s) of the dissertation. If more than 60 months have elapsed since the candidate's first written Preliminary Examination, it must include written and oral re-examination of one of the fields of the Preliminary Examinations. Otherwise the Final Examination is oral, between one and three hours long.

The Final Examination must be held no later than November 25 for a December degree, or 14 days before Commencement.

At the end of the examination, the Ph.D. Supervising Committee takes two votes, one on the dissertation and one on the examination. The votes on the dissertation may be "Satisfactory," "Satisfactory with minor stylistic changes," "Satisfactory with minor revisions," or "Unsatisfactory." The votes on the examination may be "Satisfactory" or "Unsatisfactory." If the dissertation is judged unsatisfactory, the committee must inform the student in writing what changes must be made in order for the dissertation to be reconsidered. If minor stylistic changes or minor revisions are required, the student may proceed to prepare the perfect copy.

G. Perfect Copy and Publication

The "perfect copy" of the dissertation incorporates all suggestions for revision made at the Final Examination and is free of mechanical errors. It must be presented to the dissertation director, who in turn forwards it to the GSAS with a letter certifying that it is perfect. The perfect copy must be received in the GSAS office no later than December 10 for a December degree, or four days before Commencement.

The dissertation must be published in full or substantial part. All students must sign a publication agreement with Proquest/UMI and upload an electronic version of the perfect copy of the dissertation. When they upload the dissertation, they will be given the option to withhold it from publication for up to two years. A copy will also be sent by Proquest to Canaday Library, where it can be consulted only with the author's permission.

Publication can be waived if the author presents a copy of a book or journal article, or a contract for publication of the dissertation within two years of submitting it. Any publication must contain the statement that the work is part of a dissertation accepted by Bryn Mawr College.

SECTION VI: FINANCIAL AID

All financial aid in the Graduate School of Arts and Sciences is merit-based, and is allocated by the Dean on the recommendation of the separate departments and upon approval of the departments' recommendations by the Graduate Council's Subcommittee on Awards. All students, including those who hold multi-year fellowships,

must reapply annually for financial aid, following the procedure and using the form posted at http://www.brynmawr.edu/gsas/current_students/financialaid.shtml.

Not all forms of aid are available in all departments. Students in Chemistry, Mathematics, Physics, and Clinical Developmental Psychology are eligible for Teaching Assistantships, Tuition Awards, and Summer Stipends. In addition, one Research Fellowship per department is available each year in the departments of Chemistry, Mathematics, and Physics.

Students in the Graduate Group, French, and Russian are eligible for Fellowships, Teaching and Graduate Assistantships, and Tuition Awards. Some guaranteed fellowships include a summer stipend; otherwise summer stipends are not available to students in these programs. Students in the Graduate Group may apply for two annual Curatorial Internships to be held at Bryn Mawr and at a partner institution in Philadelphia.

Federal loans must be applied for through the undergraduate Office of Financial Aid (<http://www.brynmawr.edu/financialaid/>). Loans are need-based and are not part of GSAS financial aid, although they are treated as financial aid by the undergraduate college. Most GSAS stipends will be factored into the need assessment that determines loan eligibility.

SECTION VII: ACADEMIC INTEGRITY AND THE HONOR CODE

Bryn Mawr is known for its Honor Code, which governs the academic and social behavior of all undergraduates and postbaccalaureate students. The Code does not extend to faculty or graduate students, but both groups are expected to conform to the spirit of its provisions and to uphold the Code in any interaction between them and undergraduates. The academic provisions of the Honor Code include the following:

- Each student is responsible for the integrity of her own academic work.
- Students are not to reveal the form, content, or degree of difficulty of any examination or quiz.
- Examinations at the end of each semester will be conducted without proctors in the examination rooms.
- The same standard of integrity is expected of students in take-home or open book examinations, or any type of examination. The time allowed for a take-home examination or quiz is considered to run from the time the student opens the examination through the time limit specified by the instructor. A student may not use course materials, or seek any other outside help, unless specifically instructed to do so.
- In reports and other written work, sources of information and of ideas and opinions not the student's own must be clearly indicated; the source of direct quotations must be acknowledged. Failure to do so constitutes plagiarism.

- In laboratory work, each student, unless otherwise directed, is expected to make all the necessary measurements, drawings, etc., independently, from her own observations of the material provided. All records, including numerical data for working out results, are to be used by the student independently and as initially recorded.
- Collaboration among students in the preparation of work may take place as approved by the instructor. Permission must be obtained in advance from all professors concerned if a paper is to be submitted for credit in more than one course. If the paper has been used in a previous course or another school, the current professor should be made aware of the fact.
- Use of library resources is subject to the Honor Code, as well as normal library regulations. It is the responsibility of the students to acquaint themselves with the regulations regarding the use of library materials, especially those materials on reserve. If a student fails to return a library book on time, despite requests from the librarian, it will be considered an infraction of the Academic Honor Code, and will be dealt with accordingly.
- If a student or another member of the community (including members of the faculty) suspects that the actions of another student are not consistent with the academic aspects of the Honor Code, she should talk to the student who committed the alleged violation to determine whether or not a potential violation may have occurred. If, after the confrontation, the confronting student still believes that a violation may have occurred, she should ask the confronted student to report herself to the Honor Board. If the student refuses to report herself to the Honor Board, the other student or member of the community with knowledge of the action in question should report her to the Honor Board.

The conduct of faculty members is prescribed by the Statement on Professional Ethics of the American Association of University Professors (<http://www.aaup.org/AAUP/pubsres/policydocs/statementonprofessionalethics.htm>). The provisions of that statement include the following:

- [Professors'] primary responsibility to their subject is to seek and to state the truth as they see it. Professors accept the obligation to exercise critical self-discipline and judgment in using, extending, and transmitting knowledge. They practice intellectual honesty.
- As teachers, professors hold before them the best scholarly and ethical standards of their discipline. Professors make every reasonable effort to foster honest academic conduct and to ensure that their evaluations of students reflect each student's true merit. They respect the confidential nature of the relationship between professor and student. They avoid any exploitation, harassment, or discriminatory treatment of students. They acknowledge significant academic or scholarly assistance from them.
- Professors respect and defend the free inquiry of [their colleagues]. In the exchange of criticism and ideas professors show due respect for the opinions of others. Professors acknowledge academic debt and strive to be objective in their

professional judgment of colleagues. Professors accept their share of responsibilities for the governance of their institution.

Graduate students are expected to conduct themselves in accordance with the standards of integrity prescribed for undergraduates and faculty members. They accordingly enjoy similar freedom from oversight, but there are certain restrictions to ensure the integrity of examinations.

- Examinations that fulfill GSAS requirements (i.e., language examinations and written Ph.D. Preliminary Examinations) are self-scheduled and not proctored.
- Language examinations must be hand-written and cannot be taken on a computer.
- Preliminary Examinations may be written on the student's own laptop or on a laptop borrowed from BMC; but each exam must be written on a blank CD supplied by the GSAS.

Suspected infringements of academic integrity should be reported to the Dean or to the convenor of the Graduate Council.

According to the Rules of the Faculty of Arts and Sciences, "A student whose behavior disrupts the normal conduct of academic affairs within or beyond his or her department may be excluded by the Dean, in consultation with the student's department" (I. G).

SECTION VIII: FEDERALLY GUARANTEED RIGHTS AND RESPONSIBILITIES

A. Privacy of Student Records

The Family Educational Rights and Privacy Act of 1974 was designed to protect the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students have the right to file complaints with the Family Policy Compliance Office, US Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-5920, concerning alleged failures by the institution to comply with the act.

Bryn Mawr College designates the following categories of student information as public or "directory information."

- *Category I* Name, address, dates of attendance, class, current enrollment status, electronic mail address
- *Category II* Previous institution(s) attended, major field of study, awards, honors, degree(s) conferred
- *Category III* Date of birth
- *Category IV* Telephone number
- *Category V* Marital status

"Directory information" can be shared with outside parties, for example, potential

employers, or for other purposes at the institution's discretion. A small number of "directory" items (name, campus address, home address, e-mail address, and telephone number) is printed in the College's Campus Directory, which is distributed to Bryn Mawr students and faculty.

Currently-enrolled students may withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1974 by written notification, which must be in the Registrar's Office by the last day of the first week of classes (September 8, 2006). Forms requesting the withholding of directory information are available in the office of the GSAS. Bryn Mawr College assumes that failure on the part of any student to request the withholding of categories of directory information indicates individual approval of disclosure.

B. Campus Security Information

As part of its compliance with Pennsylvania's College and University Security Information Act, Bryn Mawr provides to all students and all applicants for admission a brochure describing the College's security policies and procedures. The College also makes available to all students and applicants the crime report required by the Commonwealth of Pennsylvania for the most recent three-year period.

C. Equality of Opportunity

Bryn Mawr College does not discriminate on the basis of race, color, religion, national or ethnic origin, sexual orientation, age or disability in the administration of its educational policies, scholarship and loan programs, and athletic and other College-administered programs, or in its employment practices.

In conformity with the Civil Rights Act of 1964, as amended, it is also the policy of Bryn Mawr College not to discriminate on the basis of sex in its educational programs, activities or employment practices. The admission of only women in the Undergraduate College is in conformity with a provision of the Act. Inquiries regarding compliance with this legislation and other policies regarding nondiscrimination may be directed to the Equal Opportunity Officer, who administers the College's procedures, at 610-526-5275.

D. Access Services

Bryn Mawr welcomes the full participation of individuals with disabilities in all aspects of campus life and is committed to providing equal educational opportunity for all qualified students with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Students who require assistance because of a learning, physical, or psychological disability are encouraged to contact the coordinator of Access Services as early as possible to discuss their concerns and to obtain information about our eligibility criteria, documentation requirements, and procedures for requesting accommodations. Disclosure of a disability is voluntary, and the information will be maintained on a confidential basis.