

*DEPARTMENT OF POLITICAL SCIENCE  
COLORADO STATE UNIVERSITY*

# **GRADUATE HANDBOOK**

## **2007-2008**

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## I. GRADUATE PROGRAMS IN POLITICAL SCIENCE

The Political Science Department offers programs leading to the Master of Arts and Doctor of Philosophy degrees. The doctoral program focuses on environmental and natural resource politics and policy. (For admission requirements and allocation of assistantships see Appendix I.) Programs of study are individually designed to fit the student's educational background and career objectives. Graduates with the master's degree are recruited by a wide variety of local, state and federal agencies. Recipients of the doctoral degree are employed in research organizations, universities, or public service. Please also visit our Website: <http://www.colostate.edu/Depts/PoliSci/grad.html>. The Doctoral program is a Western Regional Graduate Program. For more information visit <http://www.wiche.edu/sep/WRGP/index.asp>

**It is the responsibility of students to familiarize themselves with the general University requirements and information found in the *Graduate and Professional Bulletin*, which is obtained from the Graduate School. **The *Bulletin* includes information on transfer of graduate credit from other institutions, off-campus graduate study, scholastic standards, forms that the student must submit to the Graduate School, and the time limit for the completion of requirements for graduate degrees. Please visit: <http://www.colostate.edu/Depts/PoliSci/grad/grad.html>.****

**Please provide the graduate secretary with your new address as soon as possible.**

### A. THE MASTER OF ARTS PROGRAM

Students in the Master of Arts program may pursue studies in the following subfields of political science: 1) American politics, 2) comparative politics, 3) international relations, 4) political theory, 5) public administration and public policy, and 6) environmental politics and policy. Two M.A. programs are offered. The student may choose between a thesis program (30 semester credits minimum) or a non-thesis program (36 semester credits minimum).

#### 1. Requirements for the M.A. Degree

##### a. Plan A (Thesis; 30 credits)

- i. 30 credits, 24 in residence.
- ii. A minimum of 21 credits of Political Science courses at the 500 level or above to include: either or both POLS 621 (SOC 610) or POLS 625 (SOC 511); and a minimum of two additional graduate courses in each of the candidate's two subfields. (POLS 550 and POLS 660 are required for public policy and administration.)
- iii. Graduate students cannot take POLS 625 unless there is evidence that they are prepared to do so. In preparation for POLS 625 students must take POLS 320 unless their committee and the faculty who teach the course determine they have the

equivalent background (e.g., comparable undergraduate courses). Students who take POLS 320, or who have equivalent background, may then complete their methods requirement by taking POLS 625 or POLS 621.

Equivalent courses taken in other political science programs may be substituted for POLS 625 or POLS 621. The student's committee and the faculty that teaches POLS 625 or POLS 621 will evaluate courses taken in non-political science programs in order to confirm their equivalence.

A student's committee may require that the candidate take additional methods courses as considered necessary.

A student's committee can petition the Graduate Committee for ad hoc arrangements provided that these satisfy the spirit and standards of the program.

**iv.** Graduate students may use any 300 or 400 level undergraduate courses approved by their committee in the Program of Study (GS Form 6) up to the limits set by the Graduate School. Acceptable undergraduate courses exclude any remedial courses that students are required to take as a condition of their admission to the program.

**v.** Thesis: A maximum of six credits of POLS 695 and POLS 699 may be counted toward the program of study.

**vi.** Oral examination involving the defense of the thesis.

**vii.** POLS 695 and POLS 699 have S/U grading only. POLS 684 credits earned for the Teaching Practicum may not be counted toward the program of study.

## **b. Plan B (Non-thesis; 36 credits)**

**i.** 36 credits, 24 in residence.

**ii.** A minimum of 24 credits in approved courses in Political Science to include: either or both POLS 621 (SOC 610) and POLS 625 (SOC 511); and a minimum of two additional graduate courses in each of the candidate's two subfields. (POLS 550 and POLS 660 are required for public policy and public administration).

**iii.** A minimum of 24 credits at the 500 or above level, at least 18 of which must be in Political Science.

**iv.** Graduate students cannot take POLS 625 unless there is evidence that they are prepared to do so. In preparation for POLS 625 students must take POLS 320 unless their committee and the faculty who teach the course determine they have the equivalent background (e.g., comparable undergraduate courses). Students who take

POLS 320, or who have equivalent background, may then complete their methods requirement by taking POLS 625 or POLS 621.

Equivalent courses taken in other political science programs may be substituted for POLS 625 or POLS 621. The student's committee and the faculty that teaches POLS 625 or POLS 621 will evaluate courses taken in non-political science programs in order to confirm their equivalence.

A student's committee may require that the candidate take additional methods courses as considered necessary.

A student's committee can petition the Graduate Committee for ad hoc arrangements provided that these satisfy the spirit and standards of the program.

v. Graduate students may use any 300 or 400 level undergraduate courses approved by their committee in the Program of Study (GS Form 6) up to the limits set by the Graduate School. Acceptable undergraduate courses exclude any remedial courses students are required to take as a condition of their admission to the program.

vi. Professional paper.

vii. Oral examination involving the defense of the professional paper.

viii. POLS 695 and POLS 699 have S/U grading only. POLS 684 credits earned for the Teaching Practicum may not be counted toward the program of study.

## 2. Advisory Committees

Graduate degree candidates must file a Program of Study (GS6 Form) with the Graduate School **before they can register for their fourth regular semester**. In order to do so candidates must choose their committee before the end of their third semester, or earlier, and must complete and submit the GS6 Form before the end of their third semester.

## 3. Oral Examinations

The oral examination will take place when the student has successfully completed a thesis or a professional paper and will focus on the defense of the thesis or professional paper. A two week notice is required by the department to schedule oral exams. The student must submit the Report of Final Examination Results (GS Form 24) to the Graduate School within two working days after the results of the examination are known.

## 4. Thesis and Professional Paper

### a. Master's Thesis

A thesis shall be written in conjunction with Plan A of the Master's program. Thesis projects must entail the application of relevant theory or the development of theory with respect to an appropriate subject of relevance to the student's principal field within the political science discipline. Thesis projects are to be of broader scope and generally greater theoretical breadth than professional papers. They may vary in length but will usually be 80-100 pages excepting supporting documentation and end matter. The thesis will be reviewed by the student's committee with special emphasis on the theoretical focus of the work and the appropriateness and effectiveness with which the student's project is executed. Simple descriptive exercises are not acceptable for submission as theses.

All theses must be evaluated by the full committee and deemed acceptable prior to clearance for graduation. The committee as part of their final oral examinations for graduation will examine students on their thesis. Committee members may either accept the thesis as written, accept it on the condition that certain amendments be made, or reject the thesis. **Students should have a title and signature page ready for signing at the examination.**

Students should refer to the on-line *Thesis Manual* of the Graduate School at <http://www.colostate.edu/Depts/Grad/ThsMan/ThesisManual2003.pdf> for detailed guidelines for the preparation and submission of a thesis. Past theses are available for consultation. Please contact the graduate secretary.

### b. Professional Papers

A paper shall be written in conjunction with Plan B of the Master's program. The professional paper is defined as a seminar paper of professional quality written in the student's major subfield of concentration. The student's advisor shall supervise the professional paper. It will ordinarily be completed in conjunction with a regular seminar, or as a separate assignment with the understanding that independent study credits used to develop a professional paper may not be counted toward the 36 hours required for the Plan B option. If the professional paper is written in conjunction with a seminar, the student should understand that the paper must meet the standards of the committee quite independently of the evaluation of the professor teaching the seminar.

Professional papers should be highly focused, concisely written and well-documented studies grounded in an appropriate methodology. Papers shall normally not exceed 40 pages in length, excepting documentation and end matter. Past professional papers are available to consultation. Please contact the graduate secretary.

### **c. Copies**

A signed thesis ready for binding must be submitted to the Graduate School no later than the deadlines described above for the GS Form 24. In addition, all M.A. students must provide a securely bound copy of their thesis or professional paper to the department before graduation (by the deadline date for completion of departmental requirements). Please contact the graduate secretary for binding information.

## **B. THE DOCTORAL PROGRAM**

The Doctor of Philosophy degree program offers a unique combination of faculty expertise and specialized course work in environmental politics and policy. This program is designed to produce graduates who combine a specialization in environmental politics and policy with a broad knowledge of the traditional subfields of political science.

Ordinarily, students may expect to spend three to five academic years beyond the master's degree in completing the doctoral program. This time period may be divided roughly as follows: one to two years of concentrated course work; the second or third year completing their preliminary examinations and their dissertation proposal; and the remaining one to three years completing the research and writing of the dissertation. Generally, those candidates that have received their MA in our program can complete their doctoral level course work faster.

### **1. Requirements for the Ph.D. Degree**

#### **a. Credits: 72 credits total (including credits in the M.A. degree).**

**i.** Methodology: PO620, PO625 (S511) and, at the direction of the student's committee, either PO621 (S610) or other advanced methodology taken inside or outside the department or a foreign language at the high proficiency level as set forth below.

**(a)** by earning a grade of B or better in 6-12 credits of 300 or higher language courses: or

**(b)** by otherwise demonstrating high proficiency to the satisfaction of the student's committee.

Graduate students cannot take PO625 (S511) unless there is evidence that they are prepared to do so. Equivalent courses taken in other political science graduate programs may be substituted for PO 625 (S511). The student's committee and the faculty that teaches PO625 (S511) will evaluate courses taken in non-political science graduate programs in order to confirm whether they can substitute for PO625 (S511). Any students that have taken graduate or undergraduate methods courses that are not deemed the equivalent of PO625

will take a diagnostic test to confirm that they are familiar with the material taught in PO320.

Doctoral students who have not taken the equivalent of PO320 and who have not passed the diagnostic test must take PO320.

None of the above options precludes students from taking additional methods courses approved by their committee nor does any option prevent the committee from asking a student to take these and other courses that they consider necessary.

None of the above means that the student's committee cannot petition the Graduate Committee for ad hoc arrangements provided that these satisfy the spirit and standards of the program.

**ii.** Environment: PO 670 and two of the following: PO709, PO729, PO759, PO739 or PO749.

**iii.** Subfields: Six additional credits at the 500 level or higher in the two additional subfields the student chooses: American politics, political theory, international relations, comparative politics, public policy and administration (PO550 and PO660 are the required core courses in this subfield).

**iv.** At least three credits at the 500 level or higher in each of two additional subfields.

**v.** Outside: Variable number of credits may be approved for courses from outside political science. Credits must be related to research interest and probable dissertation topic but need not be earned in a single department or field.

**vi.** Undergraduate: Graduate students may use any 300 or 400 level undergraduate courses approved by their committee in the Program of Study (GS Form 6) up to the limits set by the Graduate School. These acceptable undergraduate courses exclude any remedial courses students are required to take as a condition of their admission to the program.

**b. Preliminary Comprehensive Examinations**

Written and oral preliminary comprehensive examinations in three subfields, including environmental politics and policy. **(Please see IB. 3, and Appendices II-IV)**

**c. Dissertation Proposal and Defense.** (Please see I.B. 4a)

**d. Dissertation and Dissertation Defense. (Final Examination).** (Please see I.B.4b)

## 2. Advisory Committees

Graduate degree candidates must file a Program of Study (GS6 Form) with the Graduate School **before they can register for their fourth regular semester**. In order to do so candidates must choose their committee before the end of their third semester, or earlier, and must complete and submit the GS6 Form before the end of their third semester.

## 3. Preliminary Comprehensive Examinations

These examinations will cover three of the six subfields of political science recognized by the Department including environmental politics and policy, and will consist of a written and oral component. Doctoral students will complete these exams after they have finished their course work and before they begin intensive work on the dissertation. **The written examination in each subfield will last eight hours. Written exams must be completed within 10 working days. The oral examination will be scheduled within four weeks after successful completion of the written exams.**

A two week notice is required by the department to schedule oral exams. The student must submit a Schedule for Ph.D. Preliminary Examination (GS Form 15) to the Graduate School one week in advance of the target date of the oral examination. The examination must be held within a period of six days before to six days after the target date. Following the examination, the student must submit the Report of Preliminary Examination for the Ph.D. Degree (GS Form 16) within two working days of the examination. (Please see Section I. D. below and Appendices II-IV.)

## 4. Dissertation Proposal and Completion

Each candidate for the Ph.D. degree must submit an acceptable dissertation embodying original research on an approved topic dealing with environmental politics, policy or administration. Approval of the topic and plans for the research and supporting course work should be made early in the student's graduate program to assure high competence in the end product. Post dissertation proposals are available for consultation. Please contact the graduate secretary.

### a. Proposal

Doctoral students are required to formally present and orally defend their dissertation proposals to their committee for approval. Each committee will decide the appropriate format for the dissertation proposal. A copy of the proposal and a memorandum indicating the committee's approval shall be placed in the student's file.

## **b. Dissertation Defense (Final Examination)**

Students should refer to the on-line *Thesis Manual* of the Graduate School at <http://www.colostate.edu/Depts/Grad/ThsMan/ThesisManual2003.pdf> for detailed guidelines for the preparation and submission of a dissertation. Upon completion of the dissertation an oral defense will be scheduled. The defense must occur no later than the end of the twelfth week of the graduation term for fall and spring and no later than the end of the fifth week of the eight-week summer term. The student should give notice of the defense by filing the Notice of Ph.D. Final Examination (GS Form 23) with the Graduate School at least two weeks before the examination. The student's committee shall determine the acceptability of the dissertation following the defense. Within two working days after the results of the examination are known, the student must file a Report of Final Examination Results (GS Form 24) with the Graduate School.

## **c. Copies**

A signed dissertation ready for binding must be submitted to the Graduate School no later than the deadlines described above for the GS Form 24. In addition, all doctoral students must provide a securely bound copy of their dissertation to the department before graduation (by the deadline date for completion of departmental requirements). Please contact the graduate secretary for binding information. Post dissertation proposals are available for consultation. Please contact the graduate secretary.

## **C. ADVISORY COMMITTEES**

Each graduate student, in consultation with the graduate coordinator, will select an advisor who will serve as chair of the student's committee. The student, in consultation with the advisor, will then design his or her graduate committee so that it includes at least one person from each of the fields of political science in which the student expects to be examined, and one person from outside the department of political science (refer to Section III for Faculty Field Designations). No person shall represent more than one field on a single student committee. Students may want to refer to Section VI or to: <http://www.colostate.edu/Depts/PoliSci/staff.html> to familiarize themselves with faculty backgrounds and research interests.

Advisory Committees have three principal responsibilities: (1) to work with students to design a program of study; (2) to supervise the student's preliminary comprehensive examinations (examinations are read and evaluated by committee and relevant field members-please see Part III); and (3) to review and evaluate the student's professional paper, thesis, or dissertation proposal and dissertation.

Graduate students have the right to reorganize their committee. However, it is highly desirable both for students and faculty that changes in students' advisory committees be made only for sound reasons and at times which make both educational sense and are fair to all the parties involved. For example, a significant change in a student's program would be a sound reason to change the composition of a committee before the student's comprehensive exams.

Similarly, a sound reason for changing a committee after the comprehensive exams would be to design a committee with expertise more directly related to the student's dissertation topic, provided that the reconstituted committee includes representatives from at least two subfields. In the case of doctoral candidates the most appropriate time for such a change would be while the student is early in the process of drafting a dissertation proposal. Changes after the proposal has been accepted are likely to lead to significant delays in the completion of the dissertation and usually impose an unfair burden on all the parties involved. Regardless of the reason and timing, any committee change must be recorded and approved by the Graduate Coordinator, Department Chair, and Graduate School via a Petition for Change in Committee (GS Form 9A). Students must realize that such changes must be approved; they are not automatic.

## **D. PRELIMINARY COMPREHENSIVE EXAMINATIONS**

### **1. Written Examinations (first part of preliminary examinations.**

#### **a. Logistics**

##### **i. Scheduling of examinations.**

**(a)** Doctoral written examinations shall be offered **two times a year during the third and fourth full week of regular classes in the fall and spring semesters.**

**(b)** Under exceptional circumstances examinations will also be offered during the first and second full week following the conclusion of the spring semester. Because faculty often leave town after the end of the academic year examinations during this period are rare and the candidate must follow the procedures as below (d).

**(c)** Further exceptions to the schedule are extremely unlikely.

**(d)** For exceptional examination periods (b & c) the candidate must have the approval of his/her committee and must petition the Graduate Committee in writing at least six weeks in advance of the proposed examination. Compelling reasons must be provided. Unanimous consent of the Graduate Committee is required. After having received the advice of the Graduate Committee, the Department Chair will either approve or disapprove the exception.

**(e)** A candidate must formally inform the chair of his/her committee and the graduate secretary four weeks in advance of the examination period. A form to schedule tentative and alternate dates for each of the subfield examinations must be filed with the department office at that time also.

(f) Four weeks in advance of the examination period the Chair shall issue a call to all tenure-track faculty asking them to identify two days during the exam period in which their office can be used for exams. All scheduling of those rooms will be accomplished one week before the exam period and faculty will be notified as to whether or not their rooms will be required, and if so when.

(g) Students who enter the Ph.D. program with full funding (such as a graduate teaching assistantship) are expected to take their preliminary exams in the beginning of their 5th semester and no later than the beginning of the 6th semester. Students who enter the M.A. program with full funding (such as a graduate teaching assistantship) and subsequently enter the Ph.D. program with full funding are expected to take their preliminary exams no later than the beginning of the 8th semester.

(h) If these time schedules are inappropriate for the student, the student's advisor will submit a written request to the Graduate Committee explaining the circumstances and asking for a waiver from the schedule. If the Graduate Committee and/or the Department Chair agree, the waiver shall be granted. If the Graduate Committee and/or the Department Chair disagree(s), and the student does not take exams according to the above timelines, the student will receive the lowest priority when being considered for a graduate teaching assistantship until successful completion of the exam.

## **ii. Administration of Examinations**

(a) Students who have been cleared for written examination should contact the Graduate Coordinator and the graduate secretary for the administrative procedures they need to follow when they take their written exams. The communication should occur at least a week before the first examination. (See also Appendix II.)

(b) Students who wish to compose their answers on a computer are required to work on a departmental computer, using a disk issued by the department and a word processing program that the political science main office staff is very familiar with. At the time these guidelines are written this requirement limits students to the Word and Word Perfect word processing programs.

(c) Students need to begin and complete their examinations between the hours of 8:00 a.m. and 4:00 p.m. on weekdays. In exceptional circumstances, a student may petition the Graduate Committee to take exams during evening or weekend hours. The Graduate Committee will grant the petition only for compelling reasons and will require that the student find a faculty member who is willing to be present in the department during the entire exam period.

### **iii. Computer Failure During Examinations**

Problems resulting from the failure of the computer operator or computer equipment shall be handled with the following rules:

(a) When possible the department will try to retrieve the answer(s). When technical advice is necessary, it will be sought from Computer Training and Support Services, 221 Weber. Graduate students in the department will not be consulted on these issues to ensure that the exam process remains an interaction between the student and his or her committee.

(b) If a complete answer survives the computer crisis, the student's committee will evaluate that answer. Partial answers, however, will not be evaluated.

(c) In those cases in which the computer failure cannot be remedied the student must retake the exam within two weeks of the time when the original exams were scheduled to be finished. The questions of the makeup exam will not be the same as those of the first exam. The subfield representative shall indicate to the student how many questions will be included in the makeup exam, how much time will be allowed and the broad themes that will be covered (if some answers have been salvaged).

(d) Only after the student has completed a full set of answers will his or her committee evaluate this first attempt to pass the written examination.

## **b. Preparation for Written Examinations**

### **i. Committee's role**

(a) The subfield representatives are responsible for the timely preparation of the examinations. The chair of the committee must ensure that the representatives are given a reasonable amount of time to prepare the examinations and that the examinations have been made available to the graduate secretary in a timely fashion. The representatives may solicit advice and questions from any member of the department. When a student's outside coursework is closely related to one of the subfields and the student's advisor agrees, questions from an area outside political science may be included as part of the examination in one subfield. In this case, the subfield representative will seek advice and questions from the outside committee member. The exam in each subfield will provide some choice of questions.

(b) The subfield representative on the student's committee will circulate the completed exam to other members of the committee and to members of the

appropriate subfields. The representative will give a photocopy of the exam questions and answers to the student and will place a copy of the completed exam (questions and answers) on file in the political science office. The file will be open only to regular members of the department faculty.

## ii. Candidate's Responsibilities

(a) Students, in all cases, should consult with their committee and faculty in their respective examination fields to ascertain the literatures for which they will be held accountable (for field designations see Part III). Doctoral students are expected to be broadly knowledgeable of the literatures that are relevant to their subfields of study. Subfield committees, a majority of whose members elect to employ a reading list for advisory purposes, will place their most recent list on file with the graduate program secretary so it will be accessible to interested students. (See Appendices III and IV.)

(b) All examination questions will be kept on file for five years and will be available to all Ph.D. students.

## c. Evaluation of Written Examinations

i. All committee members, including the external member, have the right to read all the examinations written by a candidate. With the exception of special circumstances agreed to by Political Science members of the committee and in the case of procedural issues, the decision rests with the Political Science members. All committee members should be provided with copies of the examinations, regardless. Also, all members of the appropriate subfield (see Part III) have the right to read the relevant examinations and they should be asked by the student's subfield representative whether they intend to do so. The committee chair and the subfield representatives should consult on this issue to ensure that there is no misunderstanding.

ii. Individual evaluations of written examinations should be communicated to the subfield representative **within ten working days from the day of the exam**. No results will be communicated to the candidate, however, before all examinations have been completed.

iii. The standard of evaluation will be the overall adequacy rather than a mere averaging of grades on individual questions. (See Appendix IV which discusses expectations about the examinations.) The political science subfield representative from the student's committee will make the determination of the adequacy of performance.

iv. The committee may make a number of decisions:

(a) In cases in which the student's performance is judged to be adequate in each

of the fields, the student will be passed.

(b) In cases in which the student's performance is judged to be inadequate in one or more fields, the student will fail. This constitutes one of the two failures permitted before being dismissed from the program.

(c) The student's committee should evaluate the student's performance across the subfields and assess whether the student is likely to pass or fail future written and oral exams. The committee may indicate suggestions to help prepare the student for future exams. The committee may require that the student complete additional reading, coursework or other projects before attempting the exam again. The committee may recommend the student stay with or leave the program, but the final decision about continuing with the program rests with the student.

v. The student's committee will determine the date of the second examination, which must occur during the period between two months and one year following the first examination.

vi. In unusual circumstances a student who has failed a subfield exam may petition the Graduate Committee and Department Chair to drop one existing subfield and replace it with another. If both the Chair and the Graduate Committee approve the request, the student and his or her committee should determine what changes to make in the Program of Study (GS Form 6) and committee composition. If committee membership changes, a Petition for Change in Committee (GS Form 9A) must be immediately filed with the Graduate School. The student shall meet with his/her committee to determine what additional reading and/or coursework must be completed. While the GS Form 6 does not have to be re-filed, the student's committee must sign a memo for the student's file stating the additional work the student must complete before taking the exams. After the initial failure, the student has only one chance left to pass the written and oral exams, even if there is a change of subfield.

vii. All committee decisions except those involving the adequacy of performance in a particular subfield will be by majority vote. Any tie vote will work to the disadvantage of the student (i.e., if half the committee recommends that a student has passed and half recommends that the student has failed, the student will fail).

## **2. Oral Examination (second part of preliminary examination)**

i The oral part of the preliminary (comprehensive) examination will take place only after the student has passed the written part. Candidates must schedule the oral exam within four weeks of successful completion of the written part. **(See Appendices III-IV.)** All oral examinations will be open to the members of the faculty and to all students admitted to the

M.A. or Ph.D. programs in the department. To pass the oral examination, a student must receive a positive majority vote by committee members that the overall examination (both written and oral parts) was acceptable. A tie vote or minority of positive votes will constitute a failure to pass the preliminary examinations and counts as one of the two failures before dismissal from the program.

**ii** If the failure on the oral is the student's first failure, the committee shall require that the student repeat the oral part and may require that the student repeat one or more of the written subfield examinations. The student's committee should evaluate the student's performance across all subfields and assess whether the student is likely to pass or fail a future oral examination. The committee may indicate suggestions to help prepare the student for the future examination. The committee may require that the student complete additional reading, coursework or other projects before attempting the examination again. The committee may recommend that the student should stay or leave the program but the final decision about continuing with the program rests with the student.

**iii** The student's committee will determine the date of the second oral examination, which must occur during the period between two months and one year following the first examination.

### **3. Appeal of Examination Results**

A student who fails a subfield examination may request that his or her performance be reviewed by the entire subfield committee. If a majority of the subfield committee votes that the performance is adequate, this decision is binding on the student's committee. If a subfield committee finds that a student's performance is inadequate, the student may appeal the decision to the departmental Graduate Committee on the grounds that the decision was arbitrary, capricious, unreasonable, or discriminatory. If the departmental Graduate Committee finds merit to such a claim after holding a hearing in which the student is allowed to argue his or her case, the Graduate Committee may require new examinations and select a committee to conduct such examinations.

## **E. REGISTRATION REQUIREMENTS**

### **1. Continuous Registration**

All graduate students are required to be enrolled during the Fall and Spring semesters throughout their degree programs. Students may register for credit courses or they may opt for Continuous Registration. CR is required when the student is using University resources such as the library, computer and research laboratories, or resources generally available with the payment of student fees.

CR registration shall not supersede any other registration requirements established by

the student's committee or the department. Graduate Teaching Assistants must choose credit registration.

## **2. Graduate Enrollment Requirement**

Graduate degree candidates must be either enrolled for at least one credit or must register for CR during the term (fall, spring or summer) they will complete their degree requirements.

## **3. Readmission**

If there is an interruption in successive semester-to-semester on-campus resident instruction registration (excluding summer term), enrollment will lapse and students will need to file GS Form 1B to apply for readmission and pay the appropriate readmission fees.

## **F. ACADEMIC PERFORMANCE, FAILURE AND DISMISSAL**

- 1.** Graduate students are responsible for knowing any special expectations and requirements of their department and program and are expected to remain in good academic standing by making satisfactory progress degree and must at all times have an adviser. (Please review current *Graduate and Professional Bulletin*)
- 2.** Political Science graduate students shall remain in good academic standing as long as they meet the scholastic standards of the University (see current *Graduate and Professional Bulletin* section on "Scholastic Standards") and maintain a 3.00 grade point average in all course work completed subsequent to admission to the graduate program of the department.
- 3.** In line with Graduate School rules Political Science graduate students whose cumulative grade point average in all course work undertaken subsequently to their admission to the graduate program falls below 3.00 shall be placed on departmental probation. Students will then have one regular semester to raise their cumulative graduate level GPA to 3.0 or higher. According to University rules a student that does not raise his cumulative GPA to 3.0 will be dismissed from the University and the Program.
- 4.** The academic record of any graduate student who has received two (2) grades of B- or lower in courses which are part of his/her program of study shall be reviewed by the Graduate Committee. The Committee, in consultation with the student's advisory committee, will propose appropriate policy.
- 5.** In line with the Graduate and Professional Bulletin, students judged to be making unsatisfactory progress toward a degree or whose work is not of the quality expected by the student's adviser and/or Graduate Committee may be recommended for academic probation or immediate dismissal from the graduate program, even if their cumulative grade point exceeds 3.0 (see "Evaluation of Graduate Students" in the *Graduate and Professional Bulletin*).

6. The Dean of the Graduate School will be informed of students who are making unsatisfactory progress.
7. Nothing in this section shall abrogate the right of the graduate student to appeal or to grieve a decision regarding departmental probation or dismissal. (Please refer to the *Graduate and Professional Bulletin*).

## II. FINANCIAL ASSISTANCE

### A. GRADUATE ASSISTANTSHIPS

1. Out-of-state students who are eligible to apply for in-state status after a year's residence are expected to arrive before their first semester in the program and begin to take the steps necessary to receive in-state standing a year later. While all teaching assistantships include a stipend for in-state tuition, normally the department will cover out-of-state tuition for non-resident teaching assistants only during their first year in the program.
2. Research and teaching assistantships are available on a competitive basis. Graduate teaching assistants are expected to maintain a cumulative grade point average of 3.5 or higher to maximize chances of renewal.
3. Assistantship stipends vary between \$1,305.00 and \$1,749.00 for the nine-month 2007-2008 academic year. Teaching assistantships include payment of tuition on behalf of the students. Tuition payments for research assistantships must be negotiated with the principal investigator. Students must pay the University fee assessment.
4. The department will limit the maximum number of semesters of financial support that graduate students may receive in the form of university teaching assistantships, or other sources of money that are acquired by the department on the behalf I of solely or primarily for the benefit of students. Students initially admitted to **the M.A. program may receive a maximum of 4 semesters of aid; students initially admitted to the Ph.D. program may receive a maximum of 10 semesters of aid; students who receive aid to support both their M.A. and Ph.D. programs may receive a maximum of 12 semesters of aid.** Due to limited funds and a great demand for financial support, the department normally provides aid for less than the maximum limits.

From time to time, department faculty members may use research grant or contract funds to hire students. Any such positions will be advertised in the department and applications will be accepted. Successful applicants for graduate research assistant positions must meet the same admissions and quality standards as graduate teaching assistants. Preference will be given to applicants with skills and training appropriate for the project, as well as those making satisfactory progress toward their degree. The department will try to distribute such funds equitably, but the quality of funded research is a high priority. Accordingly, students hired for such work do not fall under the limits described above.

5. When students secure financial aid through loans, grants or fellowships acquired on their own initiative or research/study opportunities that might be acquired for them by a CSU department other than political science, these outside sources of funding will not be counted against the maximum limits discussed above.

6. Forms on which to apply for graduate assistantships, traineeships, scholarships, and fellowships may be obtained from the Department of Political Science. Graduate students should also apply to the Office of Financial Aid for loan, work-study, Colorado Graduate Grant, or employment assistance (see the Financial Support section of the *Graduate and Professional Bulletin*).

7. Ordinarily GTAs will be assigned independent sections of classes only after they have passed their preliminary exams. Only when there is a demonstrated departmental need shall GTAs who have not yet passed their exams teach their own section of a course. This policy does not include decisions related to instructorships. Instructors are usually advanced graduate students who have exhausted their GTA eligibility or non-Departmental personnel hired to teach particular courses. Instructors are hired by the Department depending on instructional needs and are not considered GTAs nor are they funded from the same budgetary sources.

## **B. PROFESSIONAL DEVELOPMENT FUNDS**

### **1. Gardner Brock Miller Dissertation Research Grant**

This grant is to help support doctoral students' dissertation research. All political science doctoral students who have passed their preliminary examinations and who have an approved dissertation proposal are eligible to apply; however, only one grant will be awarded during any fiscal year. Its uses include support for acquisition of data or other costs that are essential to the research project. Grant amount: up to but not exceeding \$750.00. Applications and information are available in the department office. Applications are due April 1<sup>st</sup> for awards made during the next fiscal year (runs July 1 to June 30).

### **2. Graduate Student Travel Award**

This award applies to professional travel for either bona fide research related or conference related functions. Graduate students are eligible with the following exception noted: Preference will be given to students having passed their preliminary examinations, though all may apply. Students currently receiving a Gardner Brock Miller Award are ineligible to apply for a travel award that would be expended in the same fiscal year. A student may receive no more than one travel award during a single fiscal year. The amount of the grant is variable depending on the travel needs of recipients and the availability of funds. The Graduate Student Travel application (available in the department office) details requirements and selection criteria. April 1st is the opening date for receiving applications for the fiscal year beginning July 1. Applications are accepted throughout the year until funds are exhausted.

### III. FACULTY FIELD DESIGNATIONS (2007-2008)

#### Environmental Politics & Policy

Assetto  
Betsill  
Chaloupka  
C. Davis  
S. Davis  
Duffy  
MacDonald  
Moore  
Mumme  
Stevis\*

#### Methodology

Betsill  
Braithwaite  
S. Davis\*  
Saunders

#### Theory

Chaloupka\*  
Daum  
Ishiwata  
Macdonald

#### International Relations

Assetto  
Braithwaite  
Betsill\*  
Stevis

#### Public Administration and Policy

C. Davis\*  
Duffy  
Moore

#### American Politics

Chaloupka  
S. Davis  
Daum  
Duffy  
Moore  
Saunders\*  
Straayer

#### Comparative Politics

Assetto  
Charlton\*  
Ishiwata  
Mumme  
Yasar

\*Convener

#### **IV. POLITICAL SCIENCE COURSES OFFERED AT THE GRADUATE LEVEL**

POLS 500 03 (3-0-0). *Government and Politics in the U.S.* F, S. Prerequisite: Three upper division credits in American Politics with grade of B or better.  
Selected primary materials on the performance of governmental actors and institutions at federal, state and local levels.

POLS 501 03 (3-0-0). *Citizen Politics in the U.S.* F, S. Prerequisite: Three upper division credits in American politics with grade of B or better.  
Selected primary materials on the behavior of individuals and groups in American politics.

POLS 520 03(0-0-0). *Theories of Political Action.* F, S. Prerequisite: POLS 420 or POLS 421 or written consent of instructor.  
Intensive review of primary material on Western political thought.

POLS 530 03 (3-0-0). *International Relations.* F, S. Prerequisite: Nine credits in international relations or related studies.  
Theory and methodology utilized in different approaches to international relations.

POLS 531 03 (3-0-0). *Policy Making, Diplomacy and World Politics.* F, S.  
Prerequisite: Three upper division credits in international relations with grade of B or better.  
Theories of policy making and bargaining in international politics as applied to different countries, organizations and historical periods.

POLS 532 03 (3-0-0). *Governance of the World Political Economy.* F, S. Prerequisite: Nine upper division credits in international relations with grade of B or better or written consent of instructor.  
Theoretical and practical debates on the organization and governance of the world political economy.

POLS 540 03 (3-0-0). *Comparative Politics.* F, S. Prerequisite: Three upper division credits in comparative politics with grade of B or better.  
Theories, methods and approaches to the study of comparative politics.

POLS 541 03 (3-0-0). *Political Economy of Change and Development.* F, S.  
Prerequisite: Three upper division credits in comparative politics with grade of B or better.  
Responses of the state and its institutions to political, economic and social change.

POLS 550 03 (3-0-0). *Advanced Public Administration.* F, S. Prerequisite: POLS 351, written consent of instructor.  
Overview of study of public administration; recent developments in theory and practice.

POLS 552A 03 (3-0-0). *Topics in Public Administration--Personnel*. F, S.  
Prerequisite: POLS 351 and GPA of 3.00 or better.

POLS 552B 03 (3-0-0). *Topics in Public Administration--Budgeting and Finance*. F, S.  
Prerequisite: PO 351 and GPA of 3.00 or better.

POLS 552C 03 (3-0-0). *Topics in Public Administration--Regulation*. F, S.  
Prerequisite: POLS 351 and GPA of 3.00 or better.

POLS 580 03 (3-0-0). ***Gender in the Law***.

POLS 620 03 (3-0-0). *Approaches to the Study of Politics*. F. Prerequisite: Fifteen credits in political science.

POLS 621 03 (3-0-0). *Qualitative Methods in Political Science*. F. Prerequisite: POLS 620 or concurrent registration.  
Research design, data gathering and organization, ethical issues, and computer applications in qualitative political research.

POLS 625 03 (3-0-0). *Quantitative Methods of Political Research*. S. Prerequisite: POLS 320  
Quantitative approaches and methods for the study of political life.

POLS 652 03 (0-0-3). *Public Organization Theory*. F. Prerequisite POLS 351 or written consent of instructor.  
Theories of behavior of individuals and organizations in governmental bureaucracies.

POLS 660 03 (3-0-0). *Theories of the Policy Process*. S. Prerequisite: POLS 460 or POLS 351.  
Recent developments in policy analysis.

POLS 670 03 (3-0-0). *Politics of the Environment and Sustainability*. F. Prerequisite: Written consent of instructor.  
Domestic, international and comparative dimensions of environment and natural resource politics and policy.

POLS 684 (1-3) Supervised College Teaching. F, S, SS. Prerequisite: One year of graduate work.  
*Teaching Practicum:* Non-funded political science graduate students who have successfully completed at least one year of graduate work in the department are eligible to enroll in a teaching practicum for one to three academic credits of PO 695. (These credits may not count toward the minimum credit-hour requirements in a student's program of study.) Students may assist in undergraduate courses only, and no more than ten hours of course-related work per

week may be performed. Requests to enroll in a teaching practicum with a particular faculty member are student-initiated and the terms of instructional involvement are to be negotiated in advance to the mutual satisfaction of the faculty member and the student. The sponsoring faculty member will submit a written evaluation of the student's performance at the end of the semester.

POLS 692 03 (3-0-0). *Seminar in Environmental Policy.*

POLS 695 Var. *Independent Study/Assisted Research.* Graduate students may earn credit for assisting faculty with research. Students must submit a form (similar to the current POLS 695 form for Independent Study) to the Graduate Committee for approval. MA students may register for a maximum of three PO 695 research credits; rollover and PhD students may register for a maximum of six PO 695 research credits.

POLS 699 Var. *Thesis.*

POLS 709 03 (3-0-0). *Environmental Politics in the U.S.* F, S. Prerequisite: Either POLS 500 or 501; POLS 670.

Selected primary materials on governmental performance, groups and mass public in American environmental politics.

PO 729 03 (3-0-0). *Political Theory and the Environment.* F,S Prerequisite: PO 520 and PO 670.

Political thought applied to questions of the environment.

POLS 739 03 (3-0-0). *International Environmental Politics.* F, S. Prerequisite: POLS 530 and POLS 670.

Theories and methodologies used in analyzing international environmental politics and policy.

POLS 749 03 (3-0-0). *Comparative Environmental Politics.* F, S. Prerequisite: POLS 670 and either POLS 540 or POLS 541.

Application of comparative political theory to analysis of environmental politics.

POLS 759 03 (3-0-0). *Environmental Policy and Administration.* F, S. Prerequisite: POLS 670.

Effects of regulation, intergovernmental relations and resource availability on federal environmental programs in U.S.

POLS 795 Var. *Independent Study.*

POLS 799 Var. *Dissertation.*

## V. PLANNED SCHEDULE OF COURSE OFFERINGS

	2007-2008		2008-2009		2009-2010	
	FALL	SPRING	FALL	SPRING	FALL	SPRING
<b>POLS 500 Government &amp; Politics in the U.S.</b>	X			X		
<b>POLS 501 Citizen Politics in the U.S.</b>		X			X	
<b>POLS 520 Theories of Political Action</b>			X			X
<b>POLSLS 530 International Relations</b>		X			X	
<b>POLS 531 Policy making, Diplomacy &amp; World Politics</b>			X			X
<b>POLS 532 Governance of the World Political Economy</b>				X		
<b>POLS 540 Comparative Politics</b>	X			X		
<b>POLS 541 Political Economy of Change &amp; Development</b>		X			X	
<b>POLS 550 Advanced Public Administration</b>	X				X	
<b>POLS 552C Topics in PA Regulation</b>			X			
<b>POLS 580 Gender and the Law</b>			X			X
<b>POLS 581 Middle East &amp; Democratization</b>		X				X
<b>POLS 581 National Identities &amp; Nation Building</b>			X			
<b>POLS 620 Approaches to the Study of Politics</b>					X	
<b>POLS 621 Qualitative Methods</b>				X		
<b>POLS 625 Quantitative Methods</b>			X			
<b>POLS 652 Public Organization Theory</b>				X		
<b>POLS 660 Theories of the Policy Process</b>		X				X
<b>POLS 670 Politics of the Environment &amp; Sustainability</b>	X		X		X	
<b>POLS 692 Seminar in Envir. Policy**</b>	X	X				
<b>POLS 709 Envir. Politics in the U. S.</b>				X		
<b>POLS 729 Political Theory</b>					X	
<b>POLS 739 International Envir. Politics</b>					X	
<b>POLS 749 Comparative Envir. Politics</b>		X				X
<b>POLS 759 Envir.. Policy &amp; Administration</b>		X				X

07/22/07

\* Tentative

\*\* Offered according to student demand and instructor availability

**VI. FACULTY**  
**DEPARTMENT OF POLITICAL SCIENCE**  
**COLORADO STATE UNIVERSITY**  
**2006-2007**

**PROFESSORS**

**VALERIE J. ASSETTO** (Ph.D., Rice University, 1984). Fields: International relations (international organization and international environmental politics), Comparative Politics (post-communist systems), and Political Economy. Current research concentrates on the politics of cooperation in transboundary river basin management in Central and Eastern Europe with a focus on Hungary, international financing of energy and environment in CEE, and the organizational behavior of the International Monetary Fund. Author of *The Soviet Bloc in the IMF and IBRD* (Westview Press, 1988). Co-author of "Decentralization and Local Capacity for Environmental Policy-Making in Post-Communist Hungary" and co-editor of *The International Political Economy of the Environment: Critical Perspectives* (Lynne Rienner, 2001). Member of the board of the American Association for the Advancement of Slavic Studies, 1995-97. Currently Departmental Under Graduate Coordinator.

**WILLIAM J. CHALOUKKA** (Ph.D., University of Hawaii, 1980). Fields: political theory, environmental thought and politics, American politics. Current research involves the politics, strategies, and theories involving the environment in the U.S. Books include *Everybody Knows: Cynicism in America*, *In the Nature of Things: Language, Politics, and the Environment* (co-edited with Jane Bennett), and *Knowing Nukes: Politics and Culture of the Atom*. Co-editor of *Theory & Event*, an international, online journal of political and social thought. Articles have appeared in *American Behavioral Scientist*, *Publius*, *Strategies*, *Alternatives*, *International Studies Quarterly*, and elsewhere. Currently serving as Chair of the department.

**SUE ELLEN M. CHARLTON** (Ph.D., University of Denver, 1969). Fields: comparative politics (Western Europe, Canada, Asia), development policy, international relations. Authored *Comparing Asian Politics* (Westview Press, 1997) and *Women in Third World Development* (Westview Press, 1984); co-author and co-editor of *Women, the State and Development* (SUNY Press, 1989). Author of articles in *International Studies Notes*, *Orbis*, and the *Review of Politics*. Visiting Scholar, Tokyo Woman's University, 1991 and 1993; Senior Fellow, American Institute of Indian Studies, New Delhi, 1992; and Japanese Language Study, Saga University, Kyushu, summer 1995.

**CHARLES E. DAVIS** (Ph.D., University of Houston, 1977). Fields: environmental politics and policy, public administration. Editor of *Western Public Lands and Environmental Politics*, 2<sup>nd</sup> ed., (Westview, 2000), author of *The Politics of Hazardous Waste* (Prentice-Hall, 1993) and co-editor of *Dimensions of Hazardous Waste Politics and Policy* (Greenwood Press, 1988). He has also authored or co-authored numerous book chapters and articles appearing in *American Politics Quarterly*, *Policy Studies Review*, *Society and Natural Resources*, *Western Political Quarterly*, *Environmental Law*, *Polity*, *Industrial & Labor Relations Review*, *Environmental Management*, *Policy Studies Journal*, *Journal of Forestry* and other sources.

**ROBERT J. DUFFY** (Ph.D., Brandeis University, 1991). Fields: American politics, public policy, environmental politics and policy, energy policy. Author of *The Green Agenda in American Politics: New Strategies for the Twenty-First Century* (University Press of Kansas, 2003), and *Nuclear Politics in America: A History and Theory of Government Regulation* (University Press of Kansas, 1997). Author of articles in *Polity*, *Presidential Studies Quarterly*, and the *Encyclopedia of Energy*. Current research focuses on agenda-setting in environmental politics; U.S. environmental groups and their efforts to influence federal elections, state ballot initiatives, and congressional policymaking; and energy policy in the American West, including coal bed methane .

**BRADLEY J. MACDONALD** (Ph.D., University of California, Los Angeles, 1991). Fields: contemporary political and social theory; Marxism, nineteenth-century political thought, literary and cultural theory, political ideology and urban politics. Author of *William Morris and the Aesthetic Constitution of Politics* (Lanham: Lexington Books, 1999). Author of articles in *History of Political Thought*, *Rethinking Marxism*, *Theory and Event*, and *Strategies: A Journal of Theory, Culture and Politics*; chapters in *City of Angels* (Kendall-Hunt, 1992); *Teachers and Mentors: Profiles of Distinguished Twentieth-Century Professors of Education* (Garland Publishing, 1996); chapter in *The U.S.-Mexico Border: Transcending Divisions, Contesting Identities* (Lynne Rienner, 1998); and book reviews. Editor of *Theory as a Prayerful Act: The Collected Essays of James B. Macdonald* (Peter Lang, 1995), and member of editorial collective of *Strategies: A Journal of Theory, Culture and Politics*, since 1987.

**STEPHEN PAUL MUMME** (Ph.D., University of Arizona, 1982). Fields: comparative politics, Latin American politics, and comparative environmental policy. Current research centers on transboundary environmental policy reform in the North American region, emphasis on the U.S. - Mexico border. Recent journal articles appear in *Political Research Quarterly*, *Journal of Interamerican Studies and World Affairs*, *Natural Resources Journal*, *Journal of Environment and Development*, *Environmental Management, Environment, Latin American Perspectives*, and *Latin American Research Review*. Author of various monographs and book chapters and co-author of *Statecraft, Domestic Politics, and Foreign Policy Making* (Westview 1988). Americas editor of the *International Boundary and Security Bulletin*. On editorial boards of the *Political Research Quarterly* and *Journal of Borderlands Studies*.

**DIMITRIS STEVIS** (Ph.D. University of Arizona, 1987). Fields: International Political Economy and Policy, International Environmental and Labor Politics and Policy. Current research focuses on international environmental and labor politics and policy. Most recent articles in *Work and Occupations*, *New Political Economy*, *Journal of World-Systems Research*, *Environmental Politics*, *Strategies*, and *Research in Political Sociology*. Co-editor of *The International Political Economy of the Environment: Critical Perspectives* (Lynne Rienner, 2001).

**JOHN A. STRAAYER** (Ph.D., University of Arizona, 1967). Fields: American politics, Colorado politics, state and local. Author or co-author of these books: *State and Local Politics* (St. Martin's Press, 1994, 1998); *The Colorado General Assembly* (University Press of Colorado, 1990 and 2000); *American State and Local Government and Politics* (Charles E. Merrill, Co., 1973, 1977, 1983); *The Study and Teaching of Political Science* (Charles E. Merrill, Co., 1980); *American Government and Politics* (Charles E. Merrill, Co., 1975); *American Government Policy and Non-Decisions*, (Charles E. Merrill, Co., 1972); *The Politics of Neglect: The Environmental Crisis*, (Houghton-Mifflin, 1971).

## ASSOCIATE PROFESSORS

**MICHELE BETSILL** (Ph.D., University of Colorado, Boulder, 2000.). Fields: international relations and global environmental politics. Current research focuses on global environmental governance, with particular emphasis on the politics of climate change. Ongoing projects address the role of environmental non-governmental organizations in international negotiations (with Elisabeth Corell), the emergence of international norms, and the role of cities in global governance on the issue of climate change (with Harriet Bulkeley). Author of articles in *Global Environmental Politics*, *Local Environment* and *Colorado Journal of International Environmental Law and Policy* and chapter in *Climate Change and American Foreign Policy* (St. Martin's Press, 2000). Environmental courses taught include Global Environmental Politics (PO 362) and Seminar in Environmental Policy: Science, Policy and the Politics of Climate Change (PO 692).

**SANDRA K. DAVIS** (Ph.D., Ohio State University, 1981). Fields: American politics, natural resource and environmental policy, political behavior and research methods. Current work focuses on water policy in the states. Author or co-author of articles in *Policy Studies Review*, *Polity*, *Political Methodology*, *Political Behavior*, *Journal of Environmental Systems*, *Society*, *Social Science Journal* and *Natural Resources* and book chapters in *Federal Lands Policy* (Greenwood Press, 1987), *Regulatory Federalism for Public Administration* (American Society for Public Administration, 1990), *Politics in the Postwar American West* (University of Oklahoma Press, 1995) and *Western Public Lands and Environmental Politics* (Westview Press, 1997). Currently Departmental Graduate Coordinator.

**SCOTT T. MOORE** (Ph.D. University of Hawaii, 1981) Fields: Public administration, public policy, organization theory, urban & regional politics, Colorado politics, American politics. My current research focus are several: One is the political/organizational process of launching large scale infrastructure projects, focusing on the political well-springs, policy windows, organizational strategies, and management process entailed in large project initiation and implementation. The Denver International Airport project is the focus of empirical investigation for this research projects. Another project is the pattern of metropolitan policy and policymaking for the Denver metropolitan region, particularly the institutional basis for transportation policies (highway and mass transit). Yet another is a study of the aftermath of and political response to Colorado's Taxpayers' Bill of Rights, a Constitutional Initiative passed in 1992. Finally, various types of political dynamics in public organizations continue to be a live concern in my research. Author of articles and reviews in the journals *Administration and Society*, *New Political Science*, *Natural Resources Journal*, *Western Political Quarterly*, *Environment and Planning*, *American Review of Public Administration*.

**KYLE SAUNDERS** (Ph.D., Emory University, 2001). Fields: American Politics (Public Opinion/Political Behavior, Political Parties and Elections) and Political Methodology. Current research projects include: an investigation of the effects of Supreme Court decisions on public opinion, exploring the role of abortion attitudes in belief systems and how they shape ideological identification; and investigating the dynamics of the role that group identification plays in issue attitudes that are of "core" importance to groups and their identifiers. Research generally focuses on American politics, with particular emphases on the myriad attitudes that drive political behavior. Other research interests include elections, political parties, and political methodology. Courses offered include parties and interest groups as well as graduate and undergraduate political methodology. Author or Co-author of articles appearing in the *Journal of Politics*, *Comparative Political Studies*, *American Politics Research* and several edited volumes.

## ASSISTANT PROFESSORS

**ALEX BRAITHWAITE** (Ph.D., Pennsylvania State University, 2006.) Fields: International Relations (Conflict Processes, Terrorism, and Security Policy Analysis) and Political Methodology. Author or co-author of articles appearing in *Journal of Peace Research*, *Conflict Management and Peace Science*, and *International Interactions*. Current projects include research on the spatiality of political violence, the political roots of domestic and transnational terrorism, and the linguistics of security doctrines. Courses offered include Policy Making, Diplomacy, and World Politics (PO 531) and International Relations (PO 530).

**GAMZE ÇAVDAR (YASAR)** (Ph.D. University of Utah, 2005.) Fields: Comparative Politics, Middle East politics, Islamist movements, obstacles to political liberalization. Current research includes a project to explore political participation of Islamist parties in a number of Middle Eastern cases and a study to examine the impact of the Great Middle East Initiative (GMEI) on political liberalization efforts in Egypt. Also peculiar characteristics of electoral politics under the conditions of military occupation in Iraq and Palestine are examined in a different research project. Courses offered include: Introduction to Comparative Politics (POCC 242) and Middle East Politics (PO 480). Publications include "Islamist New Thinking in Turkey: a Model for Political Learning?" in *Political Science Quarterly*.

**COURTENAY W. DAUM** (Ph.D., Georgetown University, 2004.) Fields: American Politics, Public Law and Women and Politics. Research focuses on the interaction between law and society with an emphasis on the give and take among social movements, organized interests, and public opinion and the courts and judicial outcomes. Current research projects include an examination of organized interest participation in gay rights litigation before the U.S. Supreme Court including an analysis of the reciprocal relationship among organized interests' participation and judicial outcomes. In addition, works in progress include a series of articles on organized interest participation before the U.S. Supreme Court in obscenity litigation with a focus on the influence that extra-judicial variables—such as the development of the Internet—have on organized interests' rates and types of participation. Additional research interests include feminist legal theory and women and politics. Author of *Women in Congress: Why Substantive Representation Does Not Suffice* and co-author of *The Women of the 107th Congress: The Past Meets the Future*. Courses offered include American Constitutional Law (PO 410), U.S. Civil Rights and Civil Liberties (PO 413) and Gender and the Law (PO 580).

**ERIC ISHIWATA** (Ph.D. University of Hawaii, 2005) Fields: Race and Immigration, Comparative Politics and Cultural Studies. Current research examines Japan's so-called "immigration problem," focusing on the tensions and anxieties produced by the impending influx of foreign labor. Also completing a study on the institutionalization of race in Territorial Hawaii (1898-1959). In general, these projects explore the politics of identity/difference, nation-building, and pluralization. Courses offered include: Global Racial/Ethnic Politics (PO 481), Contemporary Political Theories (PO 421), and Ethnicity in America (ETCC 100). Publications include "Local Motions: Surfing and the Politics of Wave Sliding" in *Cultural Values* and "Re-made in Japan: *Nikkeijin* Disruptions of Japan's Ethno-Spatial Boundaries" in *Japanstudien*. Jointly-appointed with the Center for the Applied Studies of American Ethnicity.

## EMERITUS PROFESSORS

**DEAN JAROS** (Ph.D., Vanderbilt University, 1966). Fields: political socialization, public opinion, voting behavior, judicial politics, political parties. Dean of the Graduate School, Colorado State University, 1984-1999. Author or co-author of journal articles in the *American Political Science Review*, *Journal of Politics*, *American Journal of Political Science*, *American Politics Quarterly*, among others

and the following books: *Socialization to Politics* (Praeger, 1973), and *Political Behavior* (St. Martins Press, 1974).

**ROBERT M. LAWRENCE** (Ph.D., University of Kansas, 1962). Fields: American politics, American foreign policy, national security policy; U.S. energy policy. Author, *The Strategic Defense Initiative Reference Guide and Bibliography* (Westview Press, 1986). Author of journal articles in *Policy Studies Journal*, *Air Force and Space Digest*, *Annals*, and *The American Behavioral Scientist* among other sources, and author or editor of various books including *Nuclear Proliferation: Phase II* (1974), *New Dimensions to Energy Policy* (Lexington, 1979), and *International Energy Policy* (Lexington, 1980). Latest articles are in *Encyclopedia Americana*, 2000, and *Encyclopedia of the Social Sciences*, 1994.

## **APPENDIX I**

### **Admission Procedures**

#### **Requirements**

Candidates for admission must submit an application, two official transcripts from all colleges and universities previously attended, scores on the Graduate Record Examination, and three letters of recommendation. Personal interviews are encouraged. All applicants are required to submit a 300-500 word statement of academic interests and career objectives. Copies of previous written work or publication are also useful in evaluating the applicant's potential.

All international students for who English is a second language must submit TOEFL examination scores in addition to the above materials. A minimum TOEFL score of 600 (or 250 on the computerized test) is required.

For the M.A., applicants should have a cumulative grade point average of 3.00 or better and a combined score of 1050 or better on the verbal and quantitative sections of the GRE aptitude test, and a score of 5.0 on the analytical section of the test. Applicants for the M.A. program must present evidence of receipt of the bachelor's degree before they begin their course of study.

The Political Science Department normally expects Ph.D. applicants to have a graduate level GPA of 3.5, combined verbal and quantitative GRE scores of 1,200, and a score of 5.0 on the analytical section of the GRE. Admission to the doctoral program is highly selective. Preference will be given to applicants displaying high intellectual capacity and a particular interest in environmental or natural resources politics and policy. In addition to the requirements noted above, applicants must either have a master's degree by the time they begin their doctoral studies or they must have earned at least 24 credits as students in the department's M.A. program. Doctoral applicants must provide a 15-page writing sample.

Persons who do not meet these minimum requirements should submit additional supporting materials including statements from professors with whom they have studied. It should be understood, however, that exceptions are seldom granted. Students may be required to make up deficiencies in their backgrounds before beginning a graduate program.

#### **Deadlines**

Assistantships are normally allocated in the Fall semester. Anyone who wishes to be considered for admission and for a graduate teaching assistantship or fellowship should complete his or her file by **February 15**.

Doctoral applications will be reviewed once a year for Fall admission.

The M.A. applications will be reviewed twice a year with a **February 15** deadline for U.S. and international students for the Fall semester. Spring admission deadlines for the M.A.

program are **August 1** for international students and **October 15** for U.S. students.

The department always reserves the right to admit a promising student with a late application if it serves the department's interests to do so. Any applicant who appears to be a potential candidate for university or college fellowships or other awards may be considered earlier.

### **Selection Criteria**

As the Graduate Committee considers the pool of graduate applicants it will make decisions based on the qualifications of the applicants as well as departmental needs and interests. When admission decisions are made about a pool of applicants, the decisions about departmental needs and interests are likely to be determined by factors such as providing a) enough students to take graduate seminars offered, b) GTA assistance in the range of courses that are offered, and c) matching faculty expertise and student interests. The committee will endeavor to maintain a reasonable balance between domestic and global interests.

The maximum number of continuing and newly admitted students in the graduate program should be 50 to 60 students. This would include those who are taking classes (or have recently taken classes) and those writing professional papers, theses or dissertations. The number of students admitted each year will depend on the best calculation of how many slots will open up as current students finish their degrees.

### **Rollover Option**

The rollover option is available to exceptional students who have completed 24 hours in the department's M.A. program with a GPA of 3.7 or better. Applicants should submit a petition requesting entry into the doctoral program to the Graduate Committee, which is subsequently responsible for making recommendations to the Chair and the Graduate School. The regular deadlines apply. Each application is considered on its merits and there is no assumption that meeting minimum formal requirements, per se, will result in a positive recommendation. Rollover applicants will also be evaluated on the basis of judgements offered by faculty and in comparison with other Ph.D. applicants with more formal writing experience.

## APPENDIX II

### Practicalities of Written Examinations

To reduce anxiety and fiascos occurring during exams, please keep the following in mind:

#### All students:

1. If you have changed the membership of your committee, be sure that you have filed the appropriate form (GS 9A, Petition for Change in Committee) with the Graduate School before the exam.
2. Check to see that a room has been reserved in which you may write your exams.
3. Turn in both your questions and answers.
4. Be sure to put your name and PAGE NUMBERS on your answers.
5. Any breaks, editing, use of a spell checking device or other activities you undertake must be completed within the maximum time you have (8 hours).

#### Students who use longhand to produce their answers:

6. To produce answers that are easily photocopied, write on only one side of the paper and **LEAVE MARGINS.**

#### Students who compose their answers on computer:

7. **Before your exams**, visit the room or office where you will compose your answers and become thoroughly familiar with the computer and software. Know how to log on. Be familiar with the word processor on the machine so that you will be able to number the pages or use optional features such as block and move or spell check.
8. Save to the disk and hard drive often throughout the day.
9. The political science staff will not print out your answers while you are there. This will be done during periods of time when the staff is less busy.
10. Examinees are encouraged to familiarize themselves with mechanisms for recovering or retrieving data.

## APPENDIX III

### Preliminary Comprehensive Examination Preparation

**1. Meet with the representative of each of your subfields.** This is the person who actually compiles the exam and determines whether you pass or not. Subfield representatives will vary according to how much general information they will give you about the exam. Some may volunteer that you will have to answer three general types of questions (i.e., on an environmental exam, some students will be told they will have to answer a normative question, an American environment question and a comparative environment question). Other representatives will not choose to tell you the category of questions you should expect on the exam.

Find out what your subfield representative thinks are the major (and perhaps minor) areas, concepts and approaches of the subfield. Ask whether you are expected to be more conversant with some of these than others. Likewise, when it comes to the criteria that determine a good answer, ask the relative priority your subfield representative gives to citation of literature, critical analysis and creativity in answers.

Consider whether to meet with other instructors in the subfield who will be submitting exam questions. You are more likely to need to do this if 1) instructors in the subfield disagree about the important areas, concepts and approaches of the subfield and 2) there is no unified reading list.

**2. Create a reading list.** If a reading list exists for your subfield, acquire and cover the materials on this list. You may also ask if your representative has prepared a reading list. Otherwise, you should gather syllabi from each professor in a field and merge them into a reading list.

**3. Review old exams.** Collect old exams that have been taken by previous students (they are kept in the department office). You will begin to grasp the enduring questions of the subfield by studying these exams. Compare these questions with what you learned from your consultation with subfield representatives in step 1.

**4. Compile a list of “probable questions.”** By studying the old exams, you may be able to anticipate some of your questions. This is a good way to begin to organize for the exam by trying to anticipate what you will be asked. Of course, there should be (and probably will be) some unanticipated questions on your exams.

**5. Read extensively.** Read from your list with an eye to 1) key themes and concepts, 2) commonalities and differences and 3) the utility of frameworks, models, theories and so on. Take careful notes.

**6. Synthesize your reading materials.** One of the major purposes of your exam is to pull together what you have read. Begin to organize your readings around the key points identified

above.

**7. Study your notes.** You might even answer some "mock" questions as a way of organizing your materials. While you will be able to take notes into the exam, the time constraint will limit your ability to look up all or most of the main points you should cover in your answer.

**8. Pretest yourself.** Give yourself a mock exam with a time limit for your answers.

**9. Relax a few days before the exam.** You should complete the above steps in approximately four months. It is important to begin early but you should also complete your preparations at least a week before the exam. This allows you to take your exams in a fairly relaxed state. Review your notes two or three days before the exams.

**10. Set aside two hours of the exam time to plan your answers and take necessary breaks.** The exam period was lengthened to provide you with time to think about and organize your answers before you begin writing. Divide your time among the answers (for example, 2 hours per question if you have three questions on a Ph.D. exam) and begin to write only after you have outlined the major points you will make in the answer. This is not a marathon session to see who can produce the most pages. Length is *not* the issue; rather, logic, coherence, synthesis and critique matter most.

## APPENDIX IV

### Expectations about Preliminary Examinations

**1. Expectations about Examinations.** The examination process provides you the opportunity to synthesize and critique the literature in your subfields. Each student and their committee has devised a unique program and the exams measure how well that student has accomplished the general academic goals set forth by the committee. Answers will be evaluated on the basis of logic, clarity, coherence, synthesis, thoroughness, responsiveness to the question and the analysis/critique you provide. Length per se is not a criterion on which written and oral answers will be judged. Please note that Ph.D. exams are comprehensive and test knowledge of field. The criteria used for the evaluation of Ph.D. examinations are broader and more demanding than the criteria used to evaluate seminar papers or performance. The answers must show clear ability to synthesize and elaborate the various important themes and developments in the field.

Exams are an endeavor in which each student interacts intensively with his or her own graduate committee, quite independently of other students and their experiences with classes or faculty.

After you have written the exams you are not to discuss the content of the questions or your answers with other students until the end of the written exam period

**2. Expectations about Oral Examinations.** The oral examination provides an opportunity for both the student and committee member to probe the subfields further. The oral may also provide an opportunity for you to convince the subfield representative that despite a weak written answer you have a solid grasp of relevant literature. You may address weaknesses in your answer by completing or clarifying information contained in the written answers.

After completion of the written, and prior to the oral examination, students should consult with their committee chair. Committee chairs and subfield representatives will vary in the amount of information they will provide about weaknesses and strengths in your written answers. It is the representative's prerogative to say nothing or to provide feedback ranging from the very general to the very specific.

### 3. Material Allowed in Written Examinations.

(a) You are allowed to bring your own notes into the written but not the oral exam. Acceptable materials include notes that you have produced, syllabi, the précis and papers which you have produced for a class, and your own published material. Materials that may not be used during exams include the internet, personal web pages, any published material (except your own) and other persons' materials, but not limited to notes, précis, or papers.

**(b)** You may consult with others during your preparation for exams but the materials you bring to written exams are to be the products of your own efforts and not materials compiled by others.

**(c)** The availability of notes at written exams is intended as a memory aid and should not be viewed as a substitute for intensive pre-examination preparations.

## **APPENDIX V**

### **Faculty Supervision of GTAs and Instructors**

#### **GTAs and Instructors Teaching Independent Sections**

Faculty Mentoring Teams will be established to advise and oversee part-time instructors and GTAs who are teaching independent sections in the Political Science Department. Each Mentoring Team will determine its own structure and assignment of responsibilities. However, it is expected that minimum supervision would include the following functions for each Instructor/GTA who is teaching a course for the first time at Colorado State.

- (1) Provide advice regarding selection of texts and preparation of course syllabi.
- (2) Meet at least once with Instructor/GTA prior to the beginning of classes to discuss the course and provide general tips regarding teaching and educational strategies.
- (3) Perform at least one site visit per Instructor/GTA during the first two weeks of the semester, at least two during the first month and at least three during the entire semester. More frequent site visits would be in order if the mentoring Team had reason to believe they would be useful in enhancing the quality of the performance of the Instructor/GTA. Each site visit should be followed immediately by an informal meeting with the Instructor/GTA.
- (4) Meet with each Instructor/GTA prior to the administration of the first major examination to discuss reasonable examination structure, content and grading standards. Additional meetings prior to other examinations or graded assignments would be held if the Mentoring Team deemed it appropriate to do so.
- (5) Be available throughout the semester to meet with Instructor/GTA at the request of the latter to discuss issues of concern.
- (6) Inform the Department Chair of any emerging problems that are detected in the performance of an Instructor/GTA in a confidential and timely manner.
- (7) Prepare a brief summary evaluation of the performance of the Instructor/GTA, and provide copies to the Instructor/GTA, the Graduate Coordinator, and the Department Chair as expeditiously as possible after the end of the term. Evaluations shall include a recommendation concerning what role (if any) Mentoring Teams should have in any subsequent courses taught by the Instructor/GTA. These statements are to be used only as internal documents.

The Department Chair shall appoint Mentoring Teams for a given term no later than the end of the preceding semester. Faculty Mentoring Teams would be composed of regular faculty members who have taught the course(s) in question at least once during the five preceding years. Service on Mentoring Teams shall be distributed equitably over time. The number and sizes of Mentoring Teams activated shall be a function of the number of part-time Instructors and

teaching GTAs projected for the semester, the courses to which they are likely to be assigned, and the amount and quality of their prior teaching experience.

### **GTAs Assisting Faculty**

Faculty supervisors must complete the GTA evaluation and return them to the Political Science office within two weeks of the end of the semester or session. The evaluations will be placed in envelopes marked confidential and distributed to the mail box of each GTA. After reading the evaluation, the GTA must sign the evaluation indicating that he or she has read it. The signature does not indicate the teaching assistant agrees with the evaluation. If the GTA wishes, he or she may append a statement to the evaluation. If the GTA requests a meeting with the faculty supervisor to discuss the evaluation, the meeting must be held. The departmental chair will handle problems that arise in the evaluation process. The Graduate Committee must review the evaluations when they recommend students to receive teaching assistantships.

## **APPENDIX VI**

### **E-Mail Policy and Information**

Please familiarize yourself with the University's e-mail policy.  
Visit [http://www.colostate.edu/services/acns/e-mail\\_policy.html](http://www.colostate.edu/services/acns/e-mail_policy.html).