DEPARTMENT OF
AFRICAN AMERICAN STUDIES,
AFRICANA WOMEN'S STUDIES, & HISTORY

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ADVISING

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DEPARTMENT MISSION AND VISION

AWH Mission
The Mission of the Department of African American Studies, Africana Women’s Studies and History is to advance the mission statements of each individual degree and to form a cohesive approach to training scholars equipped to improve the world around them.

African American Studies Mission
The mission of the African American Studies degree is to offer undergraduates and graduate students an interdisciplinary course of study that expands and imparts knowledge related to cultures and the history of the African Diaspora utilizing scholarly research, theoretical inquiry and policy analysis to prepare graduates for diverse professions which understand experiences of people of African descent and others as well as promote social justice within the global community.

Africana Women’s Studies Mission
The mission of the Africana Women’s Studies degree is to offer undergraduates and graduate students an interdisciplinary course of study that expands and imparts knowledge related to gender, cultures and the history of the African Diaspora utilizing scholarly research, theoretical inquiry and policy analysis to prepare graduates for diverse professions which understand experiences of people of African descent and others as well as promote social justice within the global community.

History Mission
The mission of the CAU Degree in History is to prepare students in the major and in other disciplines with historical knowledge of human experience, past events and the understanding of global issues, diverse cultures, and our shared humanity.

AWH Vision
The Department of African American Studies, Africana Women’s Studies, and History will be a premier model of Africana Studies through the creation of unique but integrated degree tracks that provide students with knowledge, values and skills necessary to enter the professional fields of education, government, research, and civic service locally, nationally and globally.

The AWH Department offers courses leading to the following degrees:

BA   Bachelor of Arts
    (HIS only)

MA   Master of Arts
    (AAS, AWH or HIS)

PhD  Doctorate of Philosophy in Humanities (formerly DAH)
    (AAS, AWS or HIS degree concentration)
DEPARTMENT HERITAGE

The consolidation of Atlanta University and Clark College in 1988 established Clark Atlanta University. Once combined, the departments inherited a uniquely, prestigious legacy. The AWH Department faculty continues to advance the twin foci of applicable scholarship and intellectual rigor. Like Clark College, the AWH Department seeks to provide higher education that is accessible and conducive to student success in life. Like Atlanta University, we work to provide an academic experience of the highest quality and one consistent with the tradition of scholarship created by such world class scholars as W. E. B. Du Bois and C. Eric Lincoln. We welcome scholars of all levels to join us in continuing the departmental legacy.

The African American Studies degree program was established in its present form in 1968. The degree is designed for students with professional interest in a comprehensive understanding of African American, African or Diasporic culture needed for work in various communities and institutions. Graduates are equipped with knowledge of, and sensitivity to, the teaching of African and African American socio-political cultures. The AAS degree program provides focus and breadth through an interdisciplinary approach. Because of the long tradition of African and African American studies at Clark Atlanta University, pertinent courses are also offered in many departments, particularly English, Foreign Language, Political Science and Sociology.

Founded in 1982, the Africana Women's Studies degree program is the only graduate degree-granting women's studies program located in an Historically Black College and University (HBCU), and the only women's studies program in the United States or the world which offers the doctoral degree in Africana Women’s Studies (a Humanities PhD concentration). The AWS degree program provides opportunities for the systematic analysis of the convergence of gender, class and racial bias. Building on the legacy of activist women such as Lugenia Burns Hope, faculty and students focus on the comparative examination of the contributions, problems, strategies and concerns of Africana women. Analytical approaches that rigorously compare and contrast the lives of all women by class, age and color without regard to their geographic location are strongly encouraged. AWS is cross-cultural, international and interdisciplinary. Similar to many nontraditional programs and departments, AWS has a core faculty with faculty associates from additional CAU departments.

The History degree program serves as a center for historical study, providing a core base of knowledge of past events and fostering an atmosphere to examine the significance of those events on the human experience. With a commitment to academic excellence, to train historians and to enhance the historical knowledge of students in other disciplines, the department stresses the development of analytical skills and critical judgment. As an extension of the classroom instruction, students are encouraged to engage in practical applications of learning through service learning projects, internships, and study abroad. Dr. W. E. B. Du Bois served as a faculty member of History, Economics, Sociology, and Social Work at Atlanta University for a total of 23 years. During this time, he produced such works as Souls of Black Folk (1903), the Atlanta University Publications (1898-1914), Black Reconstruction (1935), Phylon Journal (1940) and Dusk of Dawn, the second of three autobiographies (1940). We undertake historical research, teaching, and service as a privilege and responsibility to be worthy bearers of this rich inheritance.
CLARK ATLANTA UNIVERSITY CORE VALUES
1. Student Centeredness
2. Pursuit of Excellence
3. Innovation and Discovery
4. Integrity
5. Social Responsibility
6. Respect

AWH DEPARTMENT CONTACT
AWH Department Chair: Dr. Stephanie Y. Evans, sevans@cau.edu, 404.880.6352
Administrative Assistant: Ms. Claudia Combs, ccombs@cau.edu, 404.880.8239
Website http://www.cau.edu/African_American_Studies_Africana_Womens_Studies_and_History.aspx
Du Bois Legacy Website http://cauduboislegacy.net/

DEPARTMENT CHAIR PROFILE
Dr. Stephanie Y. Evans

Education: PhD, Afro-American Studies University of Massachusetts-Amherst

Research: Black women’s intellectual history; African American autobiography, Black travel narratives

Dissertation: Living Legacies: Black Women, Educational Philosophies, and Community Service, 1865-1965


Honor Societies: Phi Beta Kappa ~ Phi Kappa Phi


Website: www.professorevans.net
AWH DEPARTMENT WELCOME

This inaugural AWH Department Handbook is designed to inform, inspire, and guide those in the department to academic success and professional growth. In addition to those in the department, this handbook can clarify inner workings of how the department operates within Clark Atlanta University and offers information for prospective students about our degree requirements, academic programs, student and faculty scholars, and projects of interest.

The newly combined Department of African American Studies, Africana Women’s Studies and History offers three unique degrees and presents an unprecedented opportunity to create a community of scholars steeped in tradition, yet on the cutting edge of advancing critical race and gender scholarship. Clark Atlanta University has a storied history of groundbreaking scholarship that has advanced intellectual excellence and social equity since before the turn of the 20th century. The AWH Department signals both a return to tradition and a forging ahead of visionary scholarship to address new and recurring problems of the 21st century and beyond.

This department harkens back to Dr. W. E. B. Du Bois as the main progenitor and towering paradigm; yet, the rich legacy of scholars before and after Dr. Du Bois demonstrates the concept of a community of scholars, rather than a model of individual producers. These scholars include Dr. Carolyn Fowler, Dr. David Dorsey, Dr. Shelby Lewis, Dr. Janice Sumler-Edmond, and Dr. Alexa Henderson among many others committed to training the next generation of scholar-activists.

The AWH Department reflects a longstanding commitment to the principles of CAU: we research, teach and emulate a ‘Culture for Service’ and during challenging times we always ‘Find a Way or Make One.’ AWH students represent a rainbow of backgrounds, a broad range of research interests, and will harvest a compellingly diverse set of professional futures in scholar-activist work. In my years at CAU, I have witnessed firsthand the tradition of student leadership as a campus cornerstone and I am blessed to be part of such a spirited academic base.

CAU faculty, in the far past and in the present, are dedicated to inquiry—their own and their students’. This handbook will guide current undergraduate and graduate students in the department to identify practical and intellectual resources necessary for the completion of the degree program, but also provides protocol and practices that will serve you well in your career beyond the degree. This handbook will also be a resource to faculty as we work to ensure a seamless experience for students in line with all other administrative areas of the institution and in preparation for student success in the next steps of their personal and professional journey.

I see Dr. Du Bois’s interdisciplinary, collaborative and engaged research as a fitting guide for AWH’s quest toward a more connected CAU scholarly community. Check out the AWH Department newsletter online and access additional resources there to discover how we can all become a greater part of the CAU Du Bois Legacy, even as we create our own stamp as an innovator in higher education. May we dream and work in the memory of all who have come before us.

Dr. Stephanie Y. Evans
Founding Chair, Department of African American Studies, Africana Women’s Studies and History
Appointed 2012-2013
FULL TIME FACULTY

Dr. Daniel Black
PhD, Temple University
(404) 880-8179
dblack@cau.edu

Dr. Josephine Bradley
PhD and Certificate in Women's Studies, Emory University
(404) 880-6810
jbradley@cau.edu

Dr. LaTangela Coleman-Crossfield
DAH, Clark Atlanta University
(404) 880-8244
lcrossfield@cau.edu

Dr. Stephanie Y. Evans (DEPT. CHAIR)
PhD, University of Massachusetts-Amherst
(404) 880-6352
sevans@cau.edu

Dr. Richard Allen Morton
PhD, University of Illinois at Urbana-Champaign
(404) 880-8988
rmorton@cau.edu

Dr. Charmayne Patterson
PhD, Georgia State University
(404) 880-8247
cpatterson@cau.edu

Dr. Aubrey Underwood
PhD, Georgia State University
(404) 880-8785
aunderwood@cau.edu

Emeritus
Dr. Alexa Benson Henderson
PhD, Georgia State University
(404) 880-8184
ahenders@cau.edu

MS. CLAUDIA COMBS, (DEPT. ADMIN)
200 MCPHEETERS-DENNIS HALL, RM 26
(404) 880-8239
ccombs@cau.edu
Dr. Daniel Black

**Education:** Temple University (M.A. and Ph.D.)
**Research:** Black Male Studies, Paul Laurence Dunbar, Middle Passage (Maafa), and Ancient African Initiation Systems
**Dissertation:** Dismantling Black Manhood: An historical and literary analysis of the Legacy of Slavery
**Publications:** Dismantling Black Manhood (1997); They Tell Me of a Home (2005); The Sacred Place (2007); Perfect Peace (2010); Twelve Gates to the City (2012); “The Price of the Presidency: At least for a Black man” in Melvin Rahming’s edited book titled Reaffirming the Hope: Critical Essays on Barack Obama
**Campus and Community Engagement:** Ndugu-Nzinga Student Rites of Passage Society

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Dr. Josephine Bradley

**Education:** Ph. D., African/African American Studies. Emory University
**Research:** African-American Women’s Spirituality School desegregation (Sociology of Education), Oral history, and African-American women’s autobiography
**Dissertation:** Wearing My Name: School Desegregation in Greensboro, North Carolina, 1954-1958

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Dr. Latangela Coleman-Crossfield

**Education:** DAH- Humanities/African American History, Clark Atlanta University
**Research:** Analyzing the impact of sexism on women in secular institutions and writing historical novels.
**Dissertation:** The Impact of Sexism on African American Women Ministers in Methodism.
**Teaching:** African and The World, African American History, Georgia/oral History
**Campus & Community Engagement:** APEX Museum and The Attorney Michael King Foundation (Volunteer), Natural and Proud Sistah’s Organization (Advisor), National Black Council Society, American Association for Blacks in Higher Education, National Organization for Professional Development, ASLAH, Oral History Association & University Effectiveness Committee (Advisor).
**Dr. Richard Morton**

**Education:** PHD, University of Illinois  
**Research:** American political, urban, twentieth and nineteenth century American history.  
**Publications:**  
- **Books:** Justice and Humanity, Edward F. Dunne, Illinois Progressive (SIU, 1988); "A political commerce: Roger C. Sullivan, John P. Hopkins, and the rise of the Modern Chicago Democracy, 1881-1906." Submitted for publication;  
**Teaching:** American History, European History, Historical Methods, Graduate History  

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**Dr. Charmayne Patterson**

**Education:** PhD, Georgia State University  
**Dissertation:** The African American Megachurch and Prosperity Theology  
**Research:** contemporary religious history, especially the Black Church;  
20th Century social movements  
**Campus and Community Engagement:** Department Liaison for the Study Abroad Program, Library Advisory Committee, Faculty Advisor for Du Bois Society, Faculty Advisor for Onyx Basketball Dance Team, Volunteer- Destiny's Daughter of Promise  

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**Dr. Aubrey Underwood**

**Education:** PhD, Georgia State University.  
**Dissertation:** “The Apocalypse will be televised: Representations of the Cold War on Network Television, 1976-1987”  
**Research:** Post war-US history, Cold War, World history, History of Media, Cultural history  
**Publications:** “Examining The Day After: The White House’s response to the ABC made-for-tv movie,” under review in the *Journal of Television and Film*; "Redefining Cold War Cinema: Religion, the Middle East and the importance of the Ten Commandments," under review in the *Journal of Cold War Studies*. “Selling Iran-Contra: The Cultural Representations of Latin Americans during the Reagan Years,” under review in *Studies in Popular Culture*.  
**Teaching:** US in the Twentieth-Century, Directed Readings Cold War/Civil Rights, U.S. History to 1865, U.S. History from 1865 to Present  
**Campus and Community Engagement:** CAU History Department 201/202 Coordinator; CAU History Minor Coordinator; CAU Task Force Technology, Information, and Media subcommittee; CAU Task Force “General Education Committee”
Associated Faculty: Dr. Viktor Osinubi
Director, PhD in Humanities Program

Adjunct Faculty

<table>
<thead>
<tr>
<th>Dr. Felicia Anonyuo</th>
<th>Mr. Peter McDade</th>
<th>AHW Graduate Student Adjuncts:</th>
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<tr>
<td>Dr. Regina Bryant</td>
<td>Dr. Jodi Merriday</td>
<td>Ms. Jayme Canty</td>
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<td>Mr. Gregory Fuller</td>
<td>Mr. Nubyn Mzekewen</td>
<td>Ms. Alecia Fontnette</td>
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<tr>
<td>Ms. Christy Garrison-Harrison</td>
<td>Dr. Thomas Scott</td>
<td>Ms. Kathleen Oluwajuyemi</td>
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<tr>
<td>Dr. Andre Key</td>
<td>Dr. Shirley Waters-White</td>
<td>Mr. Namaan Pamoja Robinson</td>
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<tr>
<td>Dr. Sheila Flemming-Hunter</td>
<td>Mr. John Williams</td>
<td>Mr. Michael Woodward</td>
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New Adjunct Graduate Faculty, 2013
Name: **Dr. Felicia Anonyuo** Specialization: Africana Women’s Studies. PhD, University of Florida Cultural Anthropology; Graduate Certificate, Georgia State University Women’s Studies; MA, Ohio State University, Black Studies, Dissertation: Beyond the Economic Impetus for Migration: Cognitions, Subjectivities, and Occidentalisms in the African Postcolony


Name: **Dr. Jodi Merriday** Specialization: African American Studies. PhD, Temple University. Dissertation: Hip Hop HerStory: Women in Hip Hop Cultural Production and Music from Margins to Equity

Name: **Dr. Sheila Flemming-Hunter** Specialization: History. PhD, Howard University. Dissertation: The Impact of Colonial Rule on Women in Nigeria, 1900-1960

**Dr. Shelby Lewis**, founding director of Africana Women’s Studies, will resume teaching classes in Fall 2014. By her account, the seeds, roots and milestones that led to Africana Women’s Studies are:

1. 1960s experiences with girl’s education in Uganda (TEA and UMass)
2. WISE’s Transitional Black Women's Project (Dept. of Education)
3. Engendering the Political Science Curriculum (Dept. support)
4. Africana Women's Studies Training Seminars (FISPE)
5. Program Launch (Atlanta University - Administrators and Faculty)

New Appointments

**Dr. Daniel Black** has been appointed as the AWH Department Academic Program Director and will be orchestrating events including departmental orientation, academic workshops, and graduation ceremonies. This effort to create a productive intellectual community will require participation of the whole department to maximize our collective potential.
All Students: Make an appointment with your advisor at least twice per semester: as soon in the semester as possible to go over progress in the degree program and during registration period to plan for the next semester. It is imperative that you know you are on track according to the catalog graduation requirements and that you keep your own copy of your advising forms. Course substitution requests should be made before enrolling in the course, so written approval from your advisor and chair can be on file before a graduation audit is submitted. Ultimately, you are responsible for completing all degree requirements, so pay close attention to details in the most recent undergraduate or graduate catalog, deadlines, and university policies.

Given the amount of students in graduate and undergraduate studies, the department chair will only meet with students after they have consulted with their advisor for the semester and have a written plan of action. Unless you have been assigned an alternate advisor, your advisor will be the faculty member advisor for your degree program. The AWH faculty advisors are:

Dr. Coleman-Crossfield  
Undergraduate Advising Coordinator  
lcrossfield@cau.edu

Dr. Black  
Graduate African American Studies  
dblack@cau.edu

Dr. Bradley  
Graduate Africana Women’s Studies  
jbradley@cau.edu

Dr. Patterson  
Graduate History  
cpatterson@cau.edu

Graduate Students: Dr. Osinubi is your first contact for all advising of PhD/DAH students. Your AAS, AWS, or HIS concentration advisor should be consulted only after you have communicated with Dr. Osinubi to ensure you are on track for the umbrella Humanities requirements as well as the concentration requirements. Make sure advising sessions engage the most recent catalog and that they are recorded in writing, especially regarding expectations for exams, language requirements, suggested coursework and pre-graduation planning. Humanities students should have a copy of all concentration documents placed in the AWH Department file in addition to any Humanities student file.

Students are assigned a Departmental Advisor (see above), but the thesis and dissertation committee chair/advisor is a choice made by students; department advisors and thesis/dissertation advisors are not automatically the same person. Students must ensure to have a signed form that designates the thesis/dissertation chair and, after the chair has signed and agreed, signatures must be secured by all committee members. A copy of the thesis/dissertation committee must be kept in the AWH Department’s student file and the student must keep a copy as well. Thesis committee forms should be secured no later than the end of the last semester of coursework.

Faculty: make sure all advising sessions are written and that a copy of the advising instructions are placed in the student file. Provide a formal advising form that outlines courses and instructions for thesis/dissertation writing expectations. The Undergraduate Catalog is online at http://www.cau.edu/CMFiles/Docs/UG%20CATALOG%202010-2012%20FINAL%2003-21-12.pdf and the Graduate Catalog is online at http://www.cau.edu/Academics_Graduate_Catalog.aspx and outlines expectations for graduate advising (required courses for each degree program, expectations of students regarding academic production, expectations for reasonable time to return student work etc.).

Students and faculty should always consult the handbook and catalogs to ensure a smooth advising process and graduation audit. Sample forms for undergraduate and graduate advising are provided in the appendices of this AWH Handbook. There must be a written record with vital advising information that is signed by both the student and the advisor. A copy of all advising and committee forms must be given to the student and one copy should be kept in the department student files.
# CURRICULUM

## BACHELOR’S DEGREE


Updated August 8, 2013

Plan of Study for the Bachelor of Arts Degree in History (123 Credits)

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<td>CHIS 211</td>
<td>History of the United States to 1865</td>
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<td>CHIS 350</td>
<td>African History to 1800</td>
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<td>CREL/CPHI XXX</td>
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<td>CHIS 403</td>
<td>Historical Methods</td>
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<td>CHIS 404</td>
<td>Early Modern Europe: 1500-1815</td>
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^^^ Applied research at the 400 level.

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Degree of History
McPheeters-Dennis Hall, Room 26
Telephone: (404) 880-8239

The mission of the Department of History is to prepare students in the major and in other disciplines with historical knowledge of human experience, past events and the understanding of global issues, diverse cultures, and our shared humanity. The vision of the Department of History is to serve as an innovative center of historical study for students to acquire knowledge of past events of the human experience, to respect and value cultural diversity, and to demonstrate scholarly achievement through assessment of social, political, and economic issues of significance throughout the world.

The Department of History serves as a center for historical study to train historians and to enhance the historical knowledge of undergraduate and graduate students in other disciplines by fostering an environment to examine the significance of past events on the human experience. The Department teaches students to think critically and to develop strong oral and written communication skills. The Department offers a strong curriculum for history majors and also meets the requirements for general education and honors courses. The Department collaborates with other departments and schools within the University and is a key component of the African-American and Africana Women's Studies programs. The Department also sponsors a chapter of Phi Alpha Theta, the international history honor society.

Program of Study
Bachelor of Arts Degree in History (123 Credits)
Program Description
The Bachelor of Arts in History Degree Program prepares students with a solid liberal arts foundation in the study of history for professional opportunities in diverse career fields such as law, historian and archives management, education, government, and industry. The curriculum focuses on understanding global issues and appreciating the diversity of cultures and our shared humanity. Classroom instruction is complemented by internships, study abroad opportunities, and research projects that utilize the University's rich African-American archives and special collections.

Student Learning Outcomes
Graduates of the History Program will be able to:

1. Reference the varying perspectives of cultures of the past, particularly with attention to a local, regional, national, and global geographic scope
2. Use timelines and other tools that present historical data and develop a familiarity with historical maps, charts, visual, literary, oral and creative texts as useful historical sources. Develop sound technical skills of identifying source types and citation style to produce an academically-sound research paper
3. Recognize in historical narratives the context of the historians’ values, goals and predispositions; evaluate data based on its context, credibility, authority, and bias
4. Discuss the contributions of major scholars within historical schools in U.S., African, African American, and Civil Rights Movement history
5. Evaluate the intersectional aspects of history, particularly the various types of history (i.e. topical, geographic, temporal)

REQUIREMENTS FOR THE BACHELOR OF ARTS DEGREE IN HISTORY
In addition to the General Degree Requirements as published in the Clark Atlanta University
Undergraduate Catalog, students pursuing the Bachelor of Arts Degree in History must complete the following courses:

**Required Courses:**
- CHIS 201, United States, Africa, and the World I (3)
- CHIS 202, United States, Africa, and the World II (3)
- CHIS 211, United States History to 1877 (3)
- CHIS 212, United States History since 1877 (3)
- CHIS 319, African-American History to 1865 (3)
- CHIS 320, African-American History since 1865 (3)
- CHIS 350, African History to 1800 (3)
- CHIS 351, African History since 1800 (3)
- CHIS 403, Historical Methods (3)
- CHIS 404, Early Modern Europe (3)
- CHIS 405, Modern Europe since 1815 (3)
- CHIS 490, Senior Seminar (3)
- CHIS 4XX, Courses in Applied History Research (6)

**Cognate Courses:**
- CAAS/AWS/CHUM/ENG 3XX/4XX, Humanities course (3)
- CPSC/CECO/CSCJ 3XX/4XX, Social Science Requirements (6)

**Electives:**
Students must complete three (3) courses from the following options:
- CHIS 317, Civil War and Reconstruction (3)
- CHIS 355, United States in the Twentieth Century-Women (3)
- CHIS 360, American Social and Intellectual History (3)
- CHIS 422, History of Georgia (3)
- CHIS 433, History of Urban America (3)
- CHIS 450, The Jim Crow South (3)
- CHIS 491: Special Topics in Contemporary History (3)

**Minor in History (18 Credits)**
History is pervasive to many disciplines and provides a valuable complement to their major. The minor in history encourages students to consider a society in all its aspects—political, economic, and social among many others. It promotes an appreciation of change and continuity in the human experience and offer students the opportunity to develop skills in communicating ideas and thinking critically. Students pursuing a minor in History must earn minimum final grades of “C” in all classes within the minor.

**Required Courses:**
- CHIS 201, U.S., Africa, and the World I (3)
  - or CHIS 202, U.S., Africa, and the World II (3)
- CHIS 211, U.S. History to 1865 (3)
  - or CHIS 212, U.S. History from 1865 to present (3)
- CHIS 319, African American History to 1865 (3)
  - or CHIS 320, African American History since 1865 (3)
- CHIS 350, History of Africa to 1800 (3)
  - or CHIS 351, History of Africa since 1800 (3)
- CHIS 4XX, Elective in History (3) *
- CHIS 4XX, Elective in History (3) *

* Students must also complete two 400 level History classes to complete the minor.
MASTER’S DEGREE
Source: Graduate Catalog (2010-2012), pages 51-73

DEGREE OF AFRICAN AMERICAN STUDIES, AFRICANA WOMEN’S STUDIES, OR HISTORY
The AWH Department offers master’s degrees in African American Studies and Africana Women’s Studies. In addition, the department offers course work leading to the Doctor of Arts in Humanities or Doctor of Philosophy degree with a concentration in African-American Studies, Africana Women’s Studies, and/or History. Students in both degree programs may take courses in both concentrations. The year 1969 was the founding date for the African-American Studies Program and 1982 was the official introduction of the Africana Women’s Studies Program. Both Programs, as they were identified at that time, were unusual occurrences on the campus of a Historically Black College and University. Both were initiated as graduate programs, with the Africana Women’s Studies Program being the only program in the nation dedicated to the study of women of African descent on the continent as well as throughout the Diaspora.

AFRICAN AMERICAN STUDIES
The was conceived in the spirit of W.E.B. Du Bois, who pioneered in this field at Atlanta University, and was established in its present form in the late 1960s. It is designed for students with professional interest in a comprehensive understanding of African-American or African culture in its broadest sense. Thus, the program has as its purpose to provide professionals with the extended knowledge needed for work in their target communities and to equip educators with knowledge of and sensitivity to the teaching of African and African-American cultures. The program provides focus as well as breadth through the interdisciplinary area studies approach. Because of the long tradition of African and African-American studies at the University, pertinent courses are offered in many departments, particularly English, Foreign Languages, History, Political Science, and Sociology. Courses which are interdisciplinary in nature, or which are not available through specific departments are offered in the program itself. Arrangements may also be made when indicated with other departments in the University with the consent of the Chair of the department.

PROGRAM CURRICULA
The M. A. in African-American Studies offers a range of possible areas of concentration. Individual attention to the needs and objectives of each student is thus part of the fabric of the Program and is one of its outstanding features. On the doctoral level, a concentration in African-American Studies is offered as a concentration in the Doctor of Arts in Humanities (DAH) and Doctor of Philosophy (PhD) Program. Students enrolled in the Master of Arts degree program upon admission to the Department may choose the thesis or nonthesis option. Students selecting the thesis option must complete a presentation of an acceptable thesis on an appropriate topic including an oral defense and a written document which is ultimately approved by the University. Students receive 6 hours of credit upon successful completion of the thesis. The thesis topic must be approved by the student’s major advisor and/or chair of the thesis committee and the remaining thesis committee members. Students selecting the nonthesis option must complete Capstone Courses I and II, submit and present a written project which details knowledge of the process of writing a thesis.
CAU DEPARTMENT OF AFRICAN AMERICAN STUDIES, AFRICANA WOMEN’S STUDIES AND HISTORY
CURRICULUM AUDIT FORM

MA DEGREE in AAS

SELECT 8 COURSES FOR DEGREE

<table>
<thead>
<tr>
<th>Required Course</th>
<th>Credits</th>
<th>Semester</th>
<th>Grade</th>
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<td>CAAS 535, African and African-American Folklore (3)</td>
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<td>CAAS 617, Diversity Awareness for Professional and Collegiate Practice (3)</td>
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<td>CAAS 630, Seminar in Selected African-Americans (3)</td>
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<td>CAAS 651, The Ancient African Religions (3)</td>
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<td>CAAS 653, Capstone II (3)</td>
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Total Number of Credits Completed: _____________
Total Number of Credits Required for AWH Concentration DAH Coursework: **24 Credit Hours**
Student Signature __________________________________________________________
Advisor’s Signature _____________________________________________________________________
Date: ___________________________

A copy of this form should remain in the AWH Department student file, along with any semester advising documentation. A copy should also be kept by students for their personal files.
REQUIREMENTS FOR THE MASTER OF ARTS DEGREE IN AFRICAN-AMERICAN STUDIES
1. The successful completion of twenty-four (24) hours of course work with a 3.0 average or better. Students may select a thesis or nonthesis option which must be determined at the time of admission to the program. Students selecting the thesis option must provide a presentation of an acceptable thesis on an appropriate topic and present an oral defense of both the thesis proposal and the completed thesis. Students selecting the nonthesis option must demonstrate knowledge of the process of writing a thesis, engage in the presentation of the project and take two specific courses: Capstone I and Capstone II. The course work requirements consist of the following:

   a) a core of nine credit hours of CAAS 501, CAWS 500, CAWS 503 and one course chosen from CENG 530, CHIS 680 or 681, CPSC 591, CPSC 598 or CPSC 600;

   b) twelve (12) credit hours of a coherent group of courses which provide a particular knowledge of the African-American content of a specific discipline or problem (worked out in consultation with the department chair);

2. Passing a reading examination in French or Spanish, or a passing grade in one of the approved reading courses in French or Spanish offered at the University.
3. The passing of a comprehensive examination, including sections on African-American culture and the student’s area of concentration, plus an oral defense of the written examination.
4. Residency: There is a one-year residence requirement for the Master of Arts degree.
5. Final Examination: The candidate must pass a final examination which is the oral defense of the thesis if the thesis option has been selected.

AFRICANA WOMEN’S STUDIES
The Africana Women’s Studies degree program provides opportunities for the systematic analysis of the convergence of gender, class and racial bias. It also focuses on the comparative examination of the contributions, problems, strategies and concerns of Africana women. Analytical approaches that rigorously compare and contrast the lives of all women by class, age and color without regard to their geographic location are strongly encouraged.

ADMISSION REQUIREMENTS
In addition to the general requirements of the University and the School of Arts and Sciences, students admitted to the Africana Women’s Studies program must have maintained a “B” average in twenty-four (24) hours of undergraduate study in an established discipline in the humanities, social sciences or professional fields. Students with less than a 3.0 grade point average in their undergraduate major may be admitted at the discretion of the Program Advisory Committee and/or chair of the department for one semester on probation, with specified requirements.

PROGRAM OF STUDY
The Africana Women’s Studies program offers an interdisciplinary, interschool course of study leading to the Master of Arts degree and the Doctor of Arts in Humanities or Doctorate of Philosophy degree in Africana Women’s Studies. The degree programs prepare graduates as teachers, policy makers, planners, program specialists, researchers, and consultants in women-related areas in the private and public sectors at local, national, and international levels. Students may select a thesis or nonthesis option which must be determined at the time of admission to the program. A student may change options once during the course of study.
CAU DEPARTMENT OF AFRICAN AMERICAN STUDIES, AFRICANA WOMEN’S STUDIES AND HISTORY
CURRICULUM AUDIT FORM
MA DEGREE in AWS

SELECT 8 COURSES DEGREE

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<td>Feminist Theory</td>
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<td>Feminist Methodology</td>
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<td>CAWS 504</td>
<td>Comparative Third-World Women</td>
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<td>CAWS 505</td>
<td>Women in the Labor Market</td>
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<td><strong>CAWS 506, Women and Development (3)</strong></td>
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<td>Rural Women</td>
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<td>Urban Women/Africa &amp; Caribbean</td>
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<td>Caribbean Women and Work</td>
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<td>CAWS 539</td>
<td>Third-World Women Development</td>
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<td>CAWS 540</td>
<td>Caribbean Women Writers</td>
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<td>CAWS 549</td>
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<td>CAWS 591</td>
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<td>CAWS 615</td>
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<td>CAWS 617</td>
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Total Number of Credits Completed: _____________
Total Number of Credits Required for AWH Concentration Coursework: 24 Credit Hours

Student Signature ____________________________________________
Advisor’s Signature _____________________________________________________________________
Date: ____________________________

A copy of this form should remain in the AWH Department student file, along with any semester advising documentation. A copy should also be kept by students for their personal files.
REQUIREMENTS FOR MASTER OF ARTS DEGREE IN AFRICANA WOMEN’S STUDIES

Minimum requirements for the Master of Arts degree:

1. **Semester Hours:** Candidates for the M.A. degree must complete twenty-four (24) semester hours of approved courses. Six (6) semester hours will be earned upon the satisfactory completion of the M.A. thesis.

2. **Research Tool:** Candidates for the Master of Arts degree are required to show proficiency in a foreign language as evidenced by passing an examination or course given by University, or they may elect to take and pass a University-approved course or examination in social science statistics or computer science. Courses taken to satisfy the research tool requirement cannot be used to satisfy the twenty-four (24) semester hour course requirement for the M.A. degree.

3. **Thesis:** Students must submit an acceptable M.A. thesis in the form of a scholarly presentation of a research problem. The thesis topic must be approved by the student’s major advisor/chair of the thesis committee and the remaining thesis committee members. Includes an oral defense of the thesis. Students may select a thesis or nonthesis option which must be determined at the time of admission to the program. Students selecting the thesis option must provide a presentation of an acceptable thesis on an appropriate topic and present an oral defense of both the thesis proposal and the completed thesis. Students selecting the nonthesis option must demonstrate an ability to present a written project which details knowledge of the process of writing a thesis, engage in the presentation of the project and take two specific courses: Capstone I and Capstone II.

4. **Comprehensive Examination:** The student must pass a written examination in the major and minor field of study plus an oral defense of the examination.

5. **Residency:** A one-year residency requirement for the Master of Arts degree must be satisfied.

6. **Final Examination:** The candidate must pass a final examination which is the oral defense of the thesis if the thesis option has been selected.

HISTORY DEGREE

The History Degree offers courses leading to the degrees of Master of Arts, Doctor of Arts in the Humanities and the Doctorate of Philosophy. The degree programs are designed to train students in historical methodology, research techniques and writing, and to impart historical knowledge with special emphasis on the United States, Africa, and African-American communities. Graduate students writing theses and dissertations are strongly encouraged to utilize the rich primary source collection in the archives of the Robert W. Woodruff Library, Atlanta University Center. The programs prepare students for careers in academia, research, government service, and related professions. Students may concentrate in any combination of United States, Africa, and African-American history. The department collaborates with other departments and schools within the University.
CAU DEPARTMENT OF AFRICAN AMERICAN STUDIES, AFRICANA WOMEN’S STUDIES AND HISTORY
CURRICULUM AUDIT FORM

MA DEGREE in HIS

SELECT 8 COURSES DEGREE

<table>
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<th>Course</th>
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<tr>
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<td>CHIS 551, United States History and Law II (3)</td>
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<td>CHIS 563, The African American in the United States to 1877 (3)</td>
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<td>CHIS 564, The African American in the United States Since 1877 (3)</td>
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<td>CHIS 566, Contemp. African American History (3)</td>
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<td>CHIS 575, Intellectual and Cultural History U. S. (3)</td>
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<tr>
<td>CHIS 576, Social / Economic History of the U.S. (3)</td>
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<td>CHIS 680, History of Africa to 1800 (3)</td>
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<td>CHIS 681, History of Africa since 1800 (3)</td>
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<td>CHIS 767, The Modern Civil Rights Movement (3)</td>
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<td>CHIS 777, The Atlantic World (3)</td>
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<td>CHIS 780/781, History Internship (3)</td>
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<td>CHIS 789, United States History Post 1945 (3)</td>
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<tr>
<td>CHIS 795, Advanced Graduate Course in Historiography and Methodology (3)</td>
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Completion of eighteen (18) hours selected from courses in any combination of the following areas, or any combination of areas and all students must have one graduate level African American History course:

- United States History, African History or African-American History

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Total Number of Credits Completed: ______________

Total Number of Credits Required for primary single AWH Concentration Coursework: 24 Credit Hours

Student Signature ____________________________________________________________

Advisor’s Signature ___________________________________________________________

Date: ____________________________

A copy of this form should remain in the AWH Department student file, along with any semester advising documentation. A copy should also be kept by students for their personal files.
REQUIREMENTS FOR THE MASTER OF ARTS DEGREE IN HISTORY
1. Completion of a minimum of twenty-four (24) course credit hours in history.
2. Writing an M.A. thesis (6 credit hours are awarded).
3. Passing a written comprehensive examination in the area of specialization.
4. A reading knowledge of Spanish, French, or German, which may be satisfied by:
   a. Passing a University examination in French, Spanish, or German, or
   b. Passing a noncredit course in French, Spanish or German for Graduate Students.
5. Fulfillment of all general requirements of the University for the master’s degree (as listed in the section of this catalog on Academic Requirements and Standards of the University).

CURRICULUM FOR THE DOCTOR OF PHILOSOPHY IN HUMANITIES (PhD) DEGREE
*For DAH requirements, contact Dr. Viktor Osinubi

Source: PhD Proposal Submitted to University Registrar by Provost Jeff Phillips November 4, 2012

5.1. Ph.D. Humanities (Concentration in African American Studies)

Program Objectives
The primary program objectives are as follow:

1. Offer an interdisciplinary course of study for graduate students
2. Provide opportunities to study and research the history and cultures of Africans, African-Americans and people of African descent throughout the African Diaspora
3. Undertake research that will foster visionary, informed, culturally sensitive and socially responsible scholarship

Student Learning Outcomes
Graduates of the Ph.D. Degree in Humanities with Concentrations in African-American Studies and Africana Women’s Studies will be able to:
1. Demonstrate knowledge of concepts and theories related to the disciplines of African-American Studies and Africana Women’s Studies.
2. Demonstrate integration of Humanities, African American Studies, and Africana Women’s Studies.
3. Demonstrate the ability to integrate interdisciplinary intersections of race, gender, sex and class.
4. Demonstrate skills for developing research for publishing.
### 5.1.1. Single-Subject Concentration *(check with Humanities Director for details)*

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<td>CHUM 875, Humanistic Inquiry (3)</td>
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<td>CHUM 876, The Person in History and Literature (3)</td>
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<td>CHUM 877, Literature and Popular Culture (3)</td>
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<td>CHUM 878, Ideas and Exemplars (3)</td>
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<td>CHUM 879, Interdisciplinary Seminar (Ethics and Social Philosophy) (3)</td>
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<td>CHUM 880, Special Topics (Contemporary Issues in Humanities) (3)</td>
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<td>CHUM 881, Teaching and the Humanities (3)</td>
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<td>CHUM 882, Internship (3)</td>
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<td>CHUM 883, Science and the Humanities (3)</td>
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<td>CHUM 886, Directed Study (3)</td>
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<td>CAAS 651, The Ancient African Religions (3)</td>
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**Foreign Language Requirement** [Two foreign language are courses required but are not counted toward degree] 0 0

**Qualifying Exams—Humanities & Concentration** [Required but no credit awarded] 0 0
Dissertation Research [Select two Humanities dissertation courses, or pick one dissertation course from Humanities and one from primary Concentration]
CHUM 901, Dissertation Consultation (3)
CHUM 905, Dissertation Research (3)

Total Credits | 72 | 48

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<tr>
<td>Research Methodology and Design &lt;br&gt; CHUM 891, Research Methods (3) &lt;br&gt; CHUM 892, Research Design (3)</td>
<td>6</td>
</tr>
<tr>
<td>Primary Concentration, African American Studies &lt;br&gt; (Select 24 credit of AAS courses)</td>
<td>24</td>
</tr>
<tr>
<td>Secondary Concentration, Student’s Choice &lt;br&gt; (Select 18 credit from any of the following, English, History, Africana Women Studies, Romance languages, Political Science, and Public Administration.) The same subject cannot be used for primary and single concentrations.</td>
<td>18</td>
</tr>
<tr>
<td>Foreign Language Requirement [Two foreign language courses are required but are not counted toward degree]</td>
<td>0</td>
</tr>
<tr>
<td>Qualifying Exams—Humanities &amp; Concentration [Required but no credit awarded]</td>
<td>0</td>
</tr>
<tr>
<td>Dissertation Research [Select two Humanities dissertation courses, or pick one dissertation course from Humanities and one from primary Concentration] &lt;br&gt; CHUM 901, Dissertation Consultation &lt;br&gt; CHUM 905, Dissertation Research &lt;br&gt; Dissertation [150 pages minimum for content] &amp; Dissertation Defense</td>
<td>6</td>
</tr>
<tr>
<td>Total Credits</td>
<td>78</td>
</tr>
</tbody>
</table>
5.1.3. Course Description for African-American Graduate Courses [See online for course descriptions]

5.1.4. Plan of Study
The following is a plan of study for students pursuing the Ph.D. Degree in Humanities, Concentration in African American Studies:

Year One

**Fall Semester: 9 Credits**
- CHUM 875, Humanistic Inquiry (3)
- CHUM 877, Literature and Popular Culture (3)
- CXXX XXX, Research Sequence Course (3)

**Spring Semester: 9 Credits**
- CHUM 876, The Person in History and Literature (3)
- CHUM 878, Ideas and their Exemplars (3)
- CXXX XXX, Research Concentration Course I (3)
- CXXX XXX, Cognate Course I (3)

Year Two

**Fall Semester: 9 Credits**
- CHUM 879, Ethics and Social Philosophy (3)
- CHUM 891, Research Methods in Humanities (3)
- CXXX XXX, Research Concentration Course II (3)
- CXXX XXX, Cognate Course II (3)

**Spring Semester: 9 Credits**
- CHUM 883, Science and the Humanities (3)
- CHUM 892, Research Design in Humanities (3)
- CXXX XXX, Research Concentration Course III (3)
- CXXX XXX, Research Concentration Course IV (3)

Year Three

**Fall Semester: 9 Credits**
- CHUM 881, Teaching and the Humanities (3)

**Spring Semester: 3 Credits**
- CHUM 880, Contemporary Issues in Humanities (3)
- CHUM 882, Internship (3)
- CAAS 805, Dissertation Research (3)

Year Four

**Fall Semester: Variable Credits**
- CHUM 882, Internship (3)
- Qualifying Examination (Required)

**Spring Semester: 6 Credits**
- CHUM 901, Dissertation Consultation (Variable)
- CHUM 905, Dissertation Research (3)

[Complete Dissertation including Dissertation Defense]
Revised 9/5/12 Revised 7/23/12 Revised 3/10/12 Revised 2/12/12 Created 1/20/12
CAU DEPARTMENT OF AFRICAN AMERICAN STUDIES, AFRICANA WOMEN’S STUDIES AND HISTORY
CURRICULUM AUDIT FORM
HUMANITIES PHD WITH AWH CONCENTRATION in AAS

SELECT 10 COURSES FOR SINGLE CONCENTRATION

- CAAS 501, Africa and the African Diaspora (3)
- CAAS 550, African and African-American Music (3)
- CAAS 560, African-American Art (3)
- CAAS 564, African Art (3)
- CAAS 601, Directed Study (3)
- CAAS 602, Directed Study (3)
- CAAS 617, Diversity Awareness for Professional and Collegiate Practice (3)
- CAAS 630, Seminar in Selected African-Americans (3)
- CAAS 640, Seminar in Comparative Black Literature (3)
- CAAS 651, The Ancient African Religions (3)
- CAAS 652, Capstone I (3)
- CAAS 653, Capstone II (3)
- CAAS 710, Pro-Seminar or CAAS 803 (3), Research Methodology in Africana Studies (3) [Required] (3) in Africana Studies
- CAAS 535, African and African-American Folklore (3)

<table>
<thead>
<tr>
<th>Required Course</th>
<th>Credits</th>
<th>Semester</th>
<th>Grade</th>
<th>Professor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 CAAS 501 Africa &amp; Diaspora</td>
<td>3</td>
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<td></td>
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<tr>
<td>2 AWS 500 Theory CAWS 501 or AAS 630 Seminar</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 AWS 503 Methodology or 617 Diversity Practice</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 One course from: CENG 530, CHIS 680 or 681, CPSC 591, CPSC 598 or CPSC 600</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 CAAS xxx</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
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<td>6 CAAS xxx</td>
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<tr>
<td>7 CAAS xxx</td>
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<td>8 CAAS xxx</td>
<td>3</td>
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<tr>
<td>9 CAAS xxx</td>
<td>3</td>
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</tr>
<tr>
<td>10 CAAS 710 or CAAS 803</td>
<td>3</td>
<td></td>
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<td></td>
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</tbody>
</table>

Total Number of Credits Completed: _____________

Total Number of Credits Required for AWH Concentration Coursework: 30 Credit Hours

Total Number of Credits Required for secondary AWH Concentration Coursework: 18 Credit Hours

Student Signature

Advisor’s Signature

Date: ______________________

A copy of this form should remain in the AWH Department student file, along with any semester advising documentation. A copy should also be kept by students for their personal files.
5.2. Ph.D. Humanities (Concentration in Africana Women Studies)

5.2.1. Single-Subject Concentration

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Ph.D. Credits</th>
<th>DAH Credits</th>
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<tbody>
<tr>
<td><strong>Humanities and Pedagogy Courses</strong></td>
<td>30</td>
<td>24</td>
</tr>
<tr>
<td>CHUM 875, Humanistic Inquiry (3)</td>
<td></td>
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</tr>
<tr>
<td>CHUM 876, The Person in History and Literature (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHUM 877, Literature and Popular Culture (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHUM 878, Ideas and Exemplars (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHUM 879, Interdisciplinary Seminar (Ethics and Philosophy) (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHUM 881, Teaching and the Humanities (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHUM 880, Special Topics (Contemporary Issues in Humanities) (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHUM 882, Internship (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHUM 883, Science and the Humanities (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Humanities Electives (Select one course)</strong></td>
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<td></td>
</tr>
<tr>
<td>CHUM 885, Digital Humanities (3)</td>
<td></td>
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</tr>
<tr>
<td>CHUM 886, Directed Research (3)</td>
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<tr>
<td>CHUM 888, A Review of the Humanities (3)</td>
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</table>
**Concentration**

*Select ten (10) courses*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tr>
<td>CAWS 500</td>
<td>Political Theory (3)</td>
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<tr>
<td>CAWS 501</td>
<td>Feminist Theory (3)</td>
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</tr>
<tr>
<td>CAWS 502</td>
<td>Africana Feminist Theory (3)</td>
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</tr>
<tr>
<td>CAWS 503</td>
<td>Feminist Methodology (3)</td>
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</tr>
<tr>
<td>CAWS 504</td>
<td>Comparative Third-World Women (3)</td>
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</tr>
<tr>
<td>CAWS 505</td>
<td>Women in the Labor Market (3)</td>
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</tr>
<tr>
<td>CAWS 506</td>
<td>Women and Development (3)</td>
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<tr>
<td>CAWS 507</td>
<td>Rural Women (3)</td>
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<tr>
<td>CAWS 508</td>
<td>Urban Women in Africa and the Caribbean (3)</td>
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<tr>
<td>CAWS 509</td>
<td>Africana Women and Public Policy (3)</td>
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<td>CAWS 510</td>
<td>Africana Women in International Affairs (3)</td>
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<td>CAWS 517</td>
<td>Women in Politics Seminar (3)</td>
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<td>CAWS 537</td>
<td>The African Novel (for CENG 530) (3)</td>
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<tr>
<td>CAWS 538</td>
<td>Caribbean Women and Work (3)</td>
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<tr>
<td>CAWS 539</td>
<td>Third-World Women and Development (3)</td>
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<tr>
<td>CAWS 540</td>
<td>Caribbean Women Writers (3)</td>
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<tr>
<td>CAWS 542</td>
<td>Seminar on Comparative Politics (3)</td>
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<tr>
<td>CAWS 549</td>
<td>Women in Contemporary Africana Fiction (3)</td>
<td></td>
</tr>
<tr>
<td>CAWS 591</td>
<td>The Black Aesthetic (3)</td>
<td></td>
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<tr>
<td>CAWS 600</td>
<td>Seminar on Africana Women’s Studies (3)</td>
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</tr>
<tr>
<td>CAWS 611</td>
<td>Introduction to Africana Women’s Studies (3)</td>
<td></td>
</tr>
<tr>
<td>CAWS 615</td>
<td>Race, Sex, and Class (3)</td>
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<tr>
<td>CAWS 617</td>
<td>Feminist Criticism (3)</td>
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<td>CAWS 651</td>
<td>Internship (3)</td>
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<tr>
<td>CAWS 652</td>
<td>Capstone I (3)</td>
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<tr>
<td>CAWS 653</td>
<td>Capstone II (3)</td>
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<tr>
<td>CAAS 803</td>
<td>Research Methodology in Africana Studies [Required]</td>
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</table>

| Total Credits | 72 | 48 |

**Foreign Language Requirement** [Two foreign language courses are required but hours are not counted toward degree hours]

<table>
<thead>
<tr>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
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</tbody>
</table>

**Qualifying Exams—Humanities & Concentration** [Required but no credit hours awarded]

<table>
<thead>
<tr>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
</tr>
</tbody>
</table>

**Dissertation Research** [Select two Humanities dissertation courses, or pick one dissertation course from Humanities and one from primary Concentration]

<table>
<thead>
<tr>
<th>Hours</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
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</tr>
</tbody>
</table>

| CHUM 901, Dissertation Consultation (3) |
| CHUM 905, Dissertation Research (3)    |

---

27
5.2.2. Double-Subject Concentration [Not Available in DAH]

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Ph.D. Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Humanities and Pedagogy Courses</strong></td>
<td>24</td>
</tr>
<tr>
<td>CHUM 875, Humanistic Inquiry I (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 876, The Person in History and Literature (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 877, Literature and Popular Culture (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 878, Ideas and Exemplars (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 879, Interdisciplinary Seminar (Ethics and Philosophy) (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 881, Teaching and the Humanities (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 882, Internship (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 883, Science and the Humanities (3)</td>
<td></td>
</tr>
<tr>
<td><strong>Research Methodology and Design</strong></td>
<td>6</td>
</tr>
<tr>
<td>CHUM 891, Research Methods (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 892, Research Design (3)</td>
<td></td>
</tr>
<tr>
<td><strong>Primary Concentration, Africana Women Studies</strong> (Select 24 credit hours of AWS courses)</td>
<td>24</td>
</tr>
<tr>
<td><strong>Secondary Concentration, Student’s Choice</strong> (Select 18 credit hours from any of the following, Romance languages, English, History, African American Studies, Political Science, and Public Administration.) The same subject cannot be used for primary and single concentrations.</td>
<td>18</td>
</tr>
<tr>
<td><strong>Foreign Language Requirement</strong> [Two foreign language are courses required but hours are not counted toward degree hours]</td>
<td>0</td>
</tr>
<tr>
<td><strong>Qualifying Exams—Humanities &amp; Concentration</strong> [Required but no credit hours awarded]</td>
<td>0</td>
</tr>
<tr>
<td><strong>Dissertation Research</strong> [Select two Humanities dissertation courses, or pick one dissertation course from Humanities and one from primary Concentration]</td>
<td>6</td>
</tr>
<tr>
<td>CHUM 901, Dissertation Consultation</td>
<td></td>
</tr>
<tr>
<td>CHUM 905, Dissertation Research</td>
<td></td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td>78</td>
</tr>
</tbody>
</table>

5.2.3. Course Description for Africana Women Graduate Courses [See online for course descriptions]

5.2.4. Plan of Study
The following is the plan of study for students pursuing the Ph.D. Degree in Humanities, Concentration in Africana Women’s Studies:

**Year One**

**Fall Semester: 9 Credits**
CHUM 875, Humanistic Inquiry (3)
CHUM 877, Literature and Popular Culture (3)
CXXX XXX, Research Sequence Course (3)

**Spring Semester: 9 Credits**
CHUM 876, Person in History and Literature (3)
CHUM 878, Ideas and their Exemplars (3)
CXXX XXX, Research Concentration Course (3)

**Year Two**

**Fall Semester: 9 Credits**
CHUM 879, Ethics and Social Philosophy (3)
CHUM 891, Research Methods in Humanities (3)
CXXX XXX, Concentration Course (3)
CXXX XXX, Cognate Course (3)

**Spring Semester: 9 Credits**
CHUM 883, Science and the Humanities (3)
CHUM 892, Research Design in Humanities (3)
CXXX XXX, Concentration Course (3)
CXXX XXX, Concentration Course (3)

**Year Three**

**Fall Semester: 9 Credits**
CHUM 881, Teaching and the Humanities (3)
CHUM 882, Internship (3)
CXXX XXX, Concentration Course (3)
CXXX XXX, Concentration Course (3)

**Spring Semester: 9 Credits**
CHUM 880, Contemporary Issues in Humanities (3)
CHUM 882, Internship (3)
CAWS 805, Dissertation Research (3)

**Year Four**

**Fall Semester: Variable Credits**
CHUM 882, Internship (3)
Qualifying Examination (Required)

**Spring Semester: 6 Credits**
CHUM 901, Dissertation Consultation (Variable)
CHUM 905, Dissertation Research (3)
[Complete Dissertation including Dissertation Defense]
CAU DEPARTMENT OF AFRICAN AMERICAN STUDIES, AFRICANA WOMEN’S STUDIES AND HISTORY
CURRICULUM AUDIT FORM
HUMANITIES DAH WITH AWH CONCENTRATION in AWS

SELECT 8 COURSES FOR SINGLE CONCENTRATION

<table>
<thead>
<tr>
<th>Required Course</th>
<th>Credits</th>
<th>Semester</th>
<th>Grade</th>
<th>Professor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 CAWS 490 or 611 Intro to AWS</td>
<td>3</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>2 CAWS 500 or 501 Feminist Theory</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 CAWS 502, Africana Feminist Theory</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 CAWS 506, Women and Development</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 CAWS xxx</td>
<td>3</td>
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<td>6 CAWS xxx</td>
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<tr>
<td>7 CAWS xxx</td>
<td>3</td>
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</tr>
<tr>
<td>8 CAWS xxx</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Number of Credits Completed: ____________

Total Number of Credits Required for AWH Concentration Coursework: **24 Credit Hours**

Student Signature ________________________________________________________________

Advisor’s Signature ______________________________________________________________

Date: ____________________________

A copy of this form should remain in the AWH Department student file, along with any semester advising documentation. A copy should also be kept by students for their personal files.
5.4. Ph.D. Humanities (Concentration in History)

Program Objectives

Graduates of the Ph.D. Degree in Humanities Concentration in History will:

1. Reference the varying perspectives of cultures of the past, particularly with attention to a local regional, national, and global geographic scope.
2. Think chronologically, demonstrate a clear understanding, usage, and ability to create detailed timelines and other tools that present historical data.
3. Identify the impact of the historian’s choice of question and sources upon historical writing and create a series of original and insightful research questions.
4. Develop and articulate an exceptional and complex philosophy of history to locate an individual approach to writing history within a spectrum of other possible approaches.
5. Identify and produce universally-recognized groundbreaking research in an area of interest and specialization for development at the next academic and professional levels; in particular, Doctoral students will demonstrate an ability to write in conformity with the norms and standards of excellence in the historical profession and compose a research paper—of publishable quality—that is technically correct and withstands critical peer-review.

Student Learning Outcomes

Students pursuing the Ph.D. Degree in Humanities Concentration in History will:

1. Demonstrate the ability to discuss and critique the contributions of major scholars within historical schools in U.S., African, African American, and Civil Rights Movement history
2. Demonstrate a wide comprehensive knowledge of principles and strategies of historical and geographical inquiry
3. Interpret the influence of the impact of the past on the present and append the multiple facets of causation
4. Demonstrate an understanding of the intersectional aspects of history, particularly the various types of history (i.e. topical, geographic, temporal) and outline various aspects of multidisciplinary analyses and myriad approaches to the profession of history (i.e. feminist, cultural, political) while advancing an argument that clearly places the research in a spectrum of leading scholarship
5. Assess the value of historical data based on its context, credibility, authority, and bias
6. Develop superior technical skills of identifying source types, note taking, documentation and citation to produce an academically-sound research paper of at least 150 pages

5.4.1. Single-Subject Concentration

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Ph.D. Credits</th>
<th>DAH Credits</th>
</tr>
</thead>
</table>

31
### Humanities and Pedagogy Courses
- CHUM 875, Humanistic Inquiry I (3)
- CHUM 876, The Person in History and Literature (3)
- CHUM 877, Literature and Popular Culture (3)
- CHUM 878, Ideas and Exemplars (3)
- CHUM 879, Interdisciplinary Seminar (Ethics and Philosophy) (3)
- CHUM 880, Special Topic (Contemporary Issues in Humanities) (3)
- CHUM 881, Teaching and the Humanities (3)
- CHUM 882, Internship (3)
- CHUM 883, Science and the Humanities (3)

**Humanities Electives (Select one course)**
- CHUM 885, Digital Humanities
- CHUM 886, Directed Research (3)
- CHUM 887, A Review of Humanities (3)

### Research Methodology and Design
- CHUM 891, Research Methods (3)
- CHUM 892, Research Design (3)

### Concentration
- CHIS 550, United States History and Law I (3)
- CHIS 551, United States History and Law II (3)
- CHIS 563, The African American in the United States to 1877 (3)
- CHIS 564, The African American in the United States Since 1877 (3)
- CHIS 566, Contemporary African American History (3)
- CHIS 575, Intellectual and Cultural History of the United States (3)
- CHIS 576, Social and Economic History of the United States (3)
- CHIS 680, History of Africa to 1800 (3)
- CHIS 681, History of Africa since 1800 (3)
- CHIS 767, The Modern Civil Rights Movement (3)
- CHIS 777, The Atlantic World (3)
- CHIS 780/781, History Internship (3)
- CHIS 789, United States History Post 1945 (3)
- CHIS 895, Advanced Graduate Course in Historiography and Methodology (3)

### Foreign Language Requirement
Two foreign language courses are required but the hours are not counted toward degree hours.

### Qualifying Exams—Humanities & Concentration
Required but no credit hours awarded.

### Dissertation Research
Select the two Humanities dissertation courses, or pick one dissertation course from Humanities and one from primary Concentration.
- CHUM 901, Dissertation Consultation (6)
- CHUM 905, Dissertation Research (0)

**Total Credits**
- 72 (Humanities and Pedagogy Courses + Research Methodology and Design + Concentration)
- 48 (Qualifying Exams—Humanities & Concentration + Dissertation Research)
### 5.4.2. Double-Subject Concentration [Not Available in DAH]

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Ph.D. Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Humanities and Pedagogy Courses</strong></td>
<td></td>
</tr>
<tr>
<td>CHUM 875, Humanistic Inquiry (3)</td>
<td>24</td>
</tr>
<tr>
<td>CHUM 876, The Person in History and Literature (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 877, Literature and Popular Culture (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 878, Ideas and Exemplars (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 879, Interdisciplinary Seminar (Ethics &amp; Social Philosophy) (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 881, Teaching and the Humanities (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 882, Internship (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 883, Science and the Humanities (3)</td>
<td></td>
</tr>
<tr>
<td><strong>Research Methodology and Design</strong></td>
<td>6</td>
</tr>
<tr>
<td>CHUM 891, Research Methods (3)</td>
<td></td>
</tr>
<tr>
<td>CHUM 892, Research Design (3)</td>
<td></td>
</tr>
<tr>
<td><strong>Primary Concentration, History</strong></td>
<td>24</td>
</tr>
<tr>
<td>(Select 24 credit hours of History courses)</td>
<td></td>
</tr>
<tr>
<td><strong>Secondary Concentration, Student’s Choice</strong></td>
<td>18</td>
</tr>
<tr>
<td>(Select 18 credit hours from any of the following, African-American Studies,</td>
<td></td>
</tr>
<tr>
<td>Africana Women Studies, English, Romance languages, Political Science, and</td>
<td></td>
</tr>
<tr>
<td>Public Administration.) The same subject cannot be used for primary and</td>
<td></td>
</tr>
<tr>
<td>single concentrations.</td>
<td></td>
</tr>
<tr>
<td><strong>Foreign Language Requirement</strong> [Two foreign language courses are required</td>
<td>0</td>
</tr>
<tr>
<td>but the hours are not counted toward degree hours]</td>
<td></td>
</tr>
<tr>
<td><strong>Qualifying Exams—Humanities &amp; Concentration</strong> [Required but no credit</td>
<td>0</td>
</tr>
<tr>
<td>hours awarded]</td>
<td></td>
</tr>
<tr>
<td><strong>Dissertation Research</strong> [Select two Humanities dissertation courses, or</td>
<td>6</td>
</tr>
<tr>
<td>pick one dissertation course from Humanities and one from primary</td>
<td></td>
</tr>
<tr>
<td>Concentration]</td>
<td></td>
</tr>
<tr>
<td>CHUM 901, Dissertation Consultation</td>
<td></td>
</tr>
<tr>
<td>CHUM 905, Dissertation Research</td>
<td></td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td>78</td>
</tr>
</tbody>
</table>
5.4.3. Course Description for History Courses [See online for course descriptions]

5.4.4. Plan of Study
The following is the plan of study for students pursuing the Ph.D. Degree in Humanities, Concentration in History.

Year One

*Fall Semester: 9 Credits*
CHUM 875, Humanistic Inquiry (3)
CHIS XXX, Graduate Elective in History I (3)
CHIS XXX, Graduate Elective in History II (3)

*Spring Semester: 9 Credits*
CHUM 876, The Person in History and Literature (3)
CHIS XXX, Graduate Elective in History III (3)
CHIS XXX, Graduate Elective in History IV (3)

Year Two

*Fall Semester: 9 Credits*
CHUM 877, Literature and Popular Culture (3)
CHUM 891, Research Methods in Humanities (3)
CHIS XXX, Graduate Elective in History IV (3)
CHIS XXX, Graduate Elective in Historical Methodology and Research I (3)

*Spring Semester: 9 Credits*
CHUM 878, Ideas and Exemplars (3)
CHUM 892, Research Design in Humanities (3)
CHIS XXX, Graduate Elective in History V (3)
CHIS XXX, Graduate Elective in Historical Methodology and Research II (3)

*Summer: 6 Credits*
CHUM 886, Directed Research (3)
CHIS XXX, Graduate Elective in History VI (3)

Year Three

*Fall Semester: 9 Credits*
CHUM 881, Teaching and the Humanities (3)
CHUM 882, Internship I (3)
CHIS 805, Dissertation Research (3)

*Spring Semester: 9 Credits*
CHUM 880, Contemporary Issues in Humanities
CHUM 882, Internship (3)
CHIS 805, Dissertation Research (3)

Year Four

*Fall Semester: Variable Credits*
CHUM 882, Internship (3)
Qualifying Examination (Required)

*Spring Semester: 9 Credits*
CHUM 901, Dissertation Consultation (Variable)
CHUM 905, Dissertation Research (3)
[Complete Dissertation including Dissertation Defense]
SELECT 10 COURSES FOR SINGLE CONCENTRATION

- CHIS 550, United States History and Law I (3)
- CHIS 551, United States History and Law II (3)
- CHIS 563, The African American in the United States to 1877 (3)
- CHIS 564, The African American in the United States Since 1877 (3)
- CHIS 566, Contemp. African American History (3)
- CHIS 575, Intellectual and Cultural History U. S. (3)
- CHIS 576, Social / Economic History of the U.S. (3)
- CHIS 680, History of Africa to 1800 (3)
- CHIS 681, History of Africa since 1800 (3)
- CHIS 767, The Modern Civil Rights Movement (3)
- CHIS 777, The Atlantic World (3)
- CHIS 780/781, History Internship (3)
- CHIS 789, United States History Post 1945 (3)
- CHIS 795/895, Advanced Graduate Course in Historiography and Methodology (3)

Completion of eighteen (18) hours selected from courses in any combination of the following areas, or any combination of areas and all students must have one graduate level African American History course:
- United States History, African History or African-American History

<table>
<thead>
<tr>
<th>Required Course</th>
<th>Credits</th>
<th>Semester</th>
<th>Grade</th>
<th>Professor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 CHIS xxx</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>2 CHIS xxx</td>
<td>3</td>
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<tr>
<td>3 CHIS xxx</td>
<td>3</td>
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<td>4 CHIS xxx</td>
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<td>5 CHIS xxx</td>
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<td>6 CHIS xxx</td>
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<td>7 CHIS xxx</td>
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<td>8 CHIS xxx</td>
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<tr>
<td>9 CHIS xxx</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 CHIS 795/895 Historiography &amp; Methodology</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Number of Credits Completed: ____________
Total Number of Credits Required for primary single AWH Concentration Coursework: 30 Credit Hours
Total Number of Credits Required for secondary AWH Concentration Coursework: 18 Credit Hours

Student Signature ____________________________________________________________
Advisor’s Signature __________________________________________________________
Date: __________________________

A copy of this form should remain in the AWH Department student file, along with any semester advising documentation. A copy should also be kept by students for their personal files.
FINANCIAL AID
For questions pertaining to financial aid, contact the Office of Financial Aid. Though some department funds are awarded, for a complete understanding of your financial package, you must meet with a financial advisor and access your financial account directly online. It is best to plan ahead and arrange meetings at times that avoid the beginning of the semester rush. It is imperative to ensure that your CAU email account is working because the Office of Financial Aid sends out important announcements and they only correspond via CAU email accounts.

For graduate students to be considered for departmental funding, an application for funding must be completed in a timely manner and returned to the chair before the deadline. Students below a 3.0 are not eligible for departmental financial aid. Funds are distributed in an equitable manner, depending on categories (i.e. incoming student or dissertating student, GPA, service to the department). The department does not have absolute control over funding, so it is imperative to get financial counseling in advance of each semester to ensure the ability to enroll.

STUDENT ORGANIZATIONS

Africana Studies Organization (ASO)
The ASO of the African American Studies, Africana Women’s Studies, and History Department (AWH) hosts regular general body meetings throughout the academic year. You are cordially invited to attend and join in the fellowship as the proud students of the AWH Department come together to celebrate scholarship here at Clark Atlanta University. You will enjoy a warm, friendly environment and an assortment of pleasant treats to eat. This is the official student organization of the AWH Department and where students can find a sense of intellectual and social connection as well as get a sense of what is happening in the department and on campus. There is a strong service component that enhances the academic experience as well. There are many opportunities to get involved with academic and community projects, so contact us to see what is happening next!

Phi Alpha Theta
Phi Alpha Theta is an honor society for undergraduate and graduate students and professors of history. The society has over 350,000 members, with about 9,500 new members joining each year through 860 local chapters. Undergraduate students must complete a minimum of 12 semester hours (4 courses) in History achieve a minimum GPA of 3.1 in History and a GPA of 3.0 or better overall. Only 3 credit hours of online, transfer, or AP credits may be applied to the membership eligibility requirement. Membership is not limited to History majors. Graduate students should have completed a minimum of 12 semester hours towards their Master’s Degree in History, have a GPA of better than 3.5, and shall have completed approximately 30% of the residence requirements for the Master’s Degree.

Alpha Epsilon Lambda
Membership is by invitation only.
Alpha Epsilon Lambda, an interdisciplinary graduate honor society was established as a national graduate student honor society in 1990. The Alpha Tau Chapter was established at Clark Atlanta University in 2010 by Lauren Williams, MPA. She served as President for the year 2010.
The Mission of the national AEL is to:
- confer distinction for high achievement
- Promote Leadership Development
- Enrich the intellectual environment of graduate education
- Encourage high standards of ethical behavior

The Mission of the Alpha Tau Chapter includes the above as well as the promotion of service, academic excellence and camaraderie amongst all graduate students at Clark Atlanta University.
PROFESSIONAL RESOURCES

There are several professional organizations that exist to assist you in honing your academic writing and that provide ample resources to help you understand the wide range of career options available to you upon graduation. It is worth the investment to submit papers for conference presentation, even if institutional funds are not available to support travel; this is part of student and faculty professional development; planning ahead can significantly cut costs. If travel is not possible, many of the major conferences meet in Atlanta often, so take time to become familiar with organizations, deadlines, and get involved in the national community!

National Council of Black Studies (NCBS)
http://www.ncbsonline.org/home

Association for the Study of African American Life and History (ASALH)
http://www.asalh.org/annualconvention.html

National Women’s Studies Association (NWSA)
http://www.nwsa.org/content.asp?pl=15&contentid=15

Association for the Study of the Worldwide African Diaspora (ASWAD)
http://www.aswadiaspora.org/conferences.html

The Association for the Study of Classical African Civilizations (ASCAC)
http://www.ascacwesternregion.org/Conferences-&-Events.html

Organization of American Historians (OAH)
http://annualmeeting.oah.org/future_past/

American Historical Association (AHA)
http://www.historians.org/annual/next.htm

Southern Historical Association (SHA)
http://sha.uga.edu/meeting/meeting_dates.htm

National Black Graduate Student Association (NBGSA)
http://nbgsa.org/nbgsc2012/

International Black Doctoral Network
http://www.blackphdnetwork.com/

POLICIES, RULES AND GUIDELINES

AWH administrators, faculty, students, and staff must all adhere to CAU guidelines. This is especially important regarding expectation for student academic performance and expectation for faculty professional performance. Consult the most recent versions of undergraduate, graduate, and faculty handbooks; if a question arises outside of those details, inquire with the chair in writing for clarification. Basic expectations exist on all levels: (students) professional behavior, engaged classroom participation, integrity in assignment completion, and high quality coursework; (faculty) professional behavior, clarity of instruction, consistent grading criteria, detailed evaluation returned in a timely manner; and (administration) professional behavior, consistent facilitation of departmental processes, timely response to inquiries and requests. The creation of this AWH Department Handbook is a primary step toward ensuring the chair duties are adequately fulfilled. CAU handbooks that offer guidelines like the length of time faculty should return coursework (2 weeks) or return thesis/dissertation reviews (30 days). These guides will help students and faculty better plan for smooth progression of coursework.

In the event of any question or dispute, the catalogs and handbooks are the documents that will be consulted to find resolution. Basic department expectations include professional, timely and respectful communication, use of CAU email for all correspondence by ALL parties, and high academic performance. Basic expectations also include attendance at required departmental functions such as advising sessions (students) and faculty meetings (advisors). If you are unable to attend a departmental
function, please notify the appropriate person in writing. Written communication is expected for all regular job functions and for important issues that arise. For example, faculty who will be absent from class for any reason must provide written notification directly to the chair prior to class and every effort must be made to find an appropriate AWH faculty member substitute to ensure student learning continues. Similarly, students are expected to adhere to guidelines of attendance and professional academic behavior when interacting in class and with peers, staff, and professors outside of class.

FUNCTIONS: ACTION REQUESTS, APPEALS, PROBATION

Students should make appointments to meet regularly with advisors. Email the chair for an appointment or visit during posted office hours. For any action request made to the chair by students or faculty, documentation will be required and an informational form must accompany the request. This will enable the chair to gather all necessary information and to track the progress of the request.

The undergraduate student form for appeal of academic decisions can be found in the appendices. As stated in the Graduate Catalog (p. 43), all graduate grade appeals begin between student and faculty. If a graduate or undergraduate student has a question regarding the grade for a course or assignment, the first step is to meet with the faculty to look at the syllabus and better understand the basis of the grade. For either grade review request (generated by student) or grade change request (generated by faculty), documentation will be required. If the inquiry is not resolved between student and faculty, students may request a grade review by the chair. The chair will not initiate a grade change; however, if a dispute arises, both student and faculty will be required to submit a completed form and documentation of grades. Only the faculty of record (not the chair or dean) can change a grade, but the chair can facilitate a review of the grading process to ensure the student is presented with details. The syllabus will be consulted to ascertain if further action is warranted. Regardless of the reason, documentation of the actual grade record will be required to accompany all faculty grade change request forms. Grade review and change requests must be submitted within 30 days of the semester immediately following assignment of the grade.

Written records are essential to any action requests. When advising (faculty) or preparing to meet graduation requirements (students) records such as incomplete “I” grade contracts will be required to ensure smooth progression toward completion. Both students and faculty (department file) should maintain a copy of records. Requests such as course substitutions must be in writing; forms can be requested from the AWH administrator. For more serious issues requiring chair action, including probation and dismissal of student or faculty, the appropriate catalog or handbook will be consulted.

GRADUATION

For graduation requirements, it is imperative to consult the university catalogs, handbooks, and online resources. Without exception, deadlines must be adhered to and all requirements met. Those not meeting requirements by the noted deadlines will not, under any circumstances, be allowed to walk in commencement ceremonies.

Graduation audits take planning and preparation. Consistently arrange appointments with advisor so planning takes place between 1-2 years before anticipated graduation. Written plans should reflect ample time in anticipation of any delays that may occur. To ensure a smooth path to graduation, try to beat the stated deadline for any task by at least 30 days. Then, if something happens, you are able to still move forward. Graduation applications are first completed with your department advisor, then will be reviewed and approved by the department chair. Account for this process in your planning.

We celebrate you! Please help us create and develop a strong AWH Departmental Alumni Network! Help your advisors help you by reading all requirements far in advance and applying early to ensure all paperwork is in order.
APPENDICES

Appendix A: Chair Action Request Form
Appendix B: Advising Forms
Appendix C: Thesis and Dissertation Committee Form
Appendix D: Undergraduate Appeal of Academic Decisions
CLARK ATLANTA UNIVERSITY
School of Arts & Sciences

Department of African American studies, Africana Women’s Studies & History

AWH DEPARTMENT CHAIR REVIEW REQUEST FORM

In order to assist with the issue you have identified, please complete information below. This will enable me to move more quickly on your request.

Student Name_________________________ Student 900#____________________________

Date______________________ CAU Major/Faculty Advisor____________________________

Issue Give a brief description, timeline of issue, and campus offices involved.

_________________________________________________________________________________

People Who are the decision makers in this situation?

_________________________________________________________________________________

Policy What campus policies support your request and/or what exception are you requesting?

_________________________________________________________________________________

Your Actions What actions have you taken thus far?

_________________________________________________________________________________

Documentation List records you have to help 1) explain the situation from your perspective and 2) support your request. You may be asked to provide copies if necessary for me to move forward.

_________________________________________________________________________________

Outcome What are possible outcomes that would assist you?

_________________________________________________________________________________

Action Request What action do you request I take? BE SPECIFIC! List 1) who – by name – you wish me to contact and what – exact action – you want me to ask them to take. Without this information, and documentation that supports it, I cannot properly consider your request or know how best to take effective action.

_________________________________________________________________________________

Student contact Email__________________________________________
*Note: I will only send emails to your CAU email address
UNDERGRADUATE STUDENT ADVISING RECORD

DR. STEPHANIE Y. EVANS

Current Semester __________________________ Degree Area ____________________________________________

Student ________________________________ 900 Number ____________________________________________

Courses Suggested for Upcoming Semester:

__________________________________________  __________________________________________

__________________________________________  __________________________________________

__________________________________________  __________________________________________

Discussion of Coursework:

Other Areas of Discussion, Professional Development and Planning:

Undergraduate Student Handbook Pages Consulted: ________________________________

Student signature ___________________________ Date ____________________________

Faculty signature _____________________________ Date ____________________________
**Department of African American Studies,**
**Africana Women’s Studies and History (AWH)**

**GRADUATE STUDENT ADVISING RECORD**

Faculty Name__________________________________

Current Semester ___________________________ Degree Area ________________________________

Student _________________________________ 900 Number ________________________________

Courses to Enroll in Next Semester:

<table>
<thead>
<tr>
<th>CRN</th>
<th>SUBJECT</th>
<th>COURSE</th>
<th>SECT.</th>
<th>COURSE TITLE</th>
<th>DAY(S)</th>
<th>TIME</th>
<th>CREDIT HOURS</th>
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</tbody>
</table>

Notes:

Research Discussion

Graduate Student Handbook Pages Consulted: __________

- **Content & Structure:** Theoretical frame, data set, methodology, limitations significance, implications...
- **Administration:** choice of committee chair and members; upcoming deadlines
- **Resources:** Office of Graduate Studies online links, consultation with OGS writing consultant, Graduate Resource Center

Notes:
Graduation Requirements Progress  Graduate Student Handbook Pages Consulted: ______________

- Credit Hours & Course Requirements
- Comprehensive Exams
- Thesis/Dissertation Proposal
- Foreign Language Requirement
- Thesis/Dissertation Defense

Notes:

Other Areas of Discussion, Professional Development and Planning

Student signature___________________________________ Date __________________________

Faculty signature___________________________________ Date __________________________
### Clark Atlanta University

**Department of AWH**

**Master of Arts**

**Degree Requirements/Curriculum Guide**

**Student Name:**

**Student Number:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester Taken</th>
<th>Grade</th>
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</thead>
<tbody>
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</tbody>
</table>

**Foreign Language Requirement:**

**Comprehensive Exams:**

___________________________________  ___________________
Signature- Faculty Advisor  Date

___________________________________  ___________________
Signature- Department Chair  Date
CLARK ATLANTA UNIVERSITY

SELECTION OF
THESIS COMMITTEE

<table>
<thead>
<tr>
<th>Student's Name (Last, First, MI)</th>
<th>SSN or Student ID #</th>
<th>Phone #</th>
</tr>
</thead>
</table>

If initial appointment, complete sections I and IV. If making an amendment to original committee, complete sections II, III and IV.

**Section I (Initial Appointment)**
The following faculty have agreed to serve on my thesis committee.

<table>
<thead>
<tr>
<th>Committee Chair</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reader 2</td>
<td>Signature</td>
<td>Date</td>
</tr>
<tr>
<td>Reader 3</td>
<td>Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>

**Section II (Amendment) Release from service on thesis committee**
*Attach a brief statement relating the reason for the amendment.*

The following faculty will no longer serve on my thesis committee.

<table>
<thead>
<tr>
<th>Committee Chair</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reader 2</td>
<td>Signature</td>
<td>Date</td>
</tr>
<tr>
<td>Reader 3</td>
<td>Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>

**Section III (Selection of New Committee)**
I have formed a new committee. Below are the new members of my thesis committee.

<table>
<thead>
<tr>
<th>Committee Chair</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reader 2</td>
<td>Signature</td>
<td>Date</td>
</tr>
<tr>
<td>Reader 3</td>
<td>Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>

**Section IV (Confirmation)**

Advisor

Signature of Department Chair

Student's Signature

Date
APPEAL OF ACADEMIC DECISIONS
A student has the right to appeal decisions regarding his/her academic performance or an academic requirement. Before initiating a petition for appeal, the student should attempt to resolve the problem directly with the instructor(s) and/or departmental faculty. The following guidelines are applicable in appealing an academic decision:

- The student must initiate and document contact with the instructor(s) or departmental faculty not later than thirty (30) days after the beginning of the next semester following the term in which the course was taken. A student not in residence should send his/her appeal by certified mail to the School Dean.

- If the dispute cannot be resolved by the end of the semester, the student should submit a written statement of the complaint and supporting evidence or justification of claims to the instructor’s chairperson. The appeal to the chairperson must be initiated not later than thirty days after the beginning of the next semester. A student not in residence should send his/her appeal by certified mail to the School Dean.

- The chairperson must forward the student’s statement along with the summary of the complaint, efforts to resolve it, and supporting evidence or justification for the complaint to the School Dean with a copy of the statement to the instructor or person concerned.

- The School Dean may appoint a Committee of the Faculty to review the student’s written statement, secure any additional information from the student, and listen to and examine evidence and information that the instructor or person concerned may have to support a decision. The Faculty Committee makes a recommendation to the School Dean, who sends a written decision to the student, the person(s) concerned, and the Committee.

- The decision of the School Dean may be appealed to the Provost/Vice President for Academic Affairs (Provost/VPAA). The Provost/VPAA will review all information and evidence. If deemed necessary, the matter may be referred to the Academic Council for further review and recommendations. The Provost/VPAA renders a decision based on input from all parties involved. The decision of the Provost/VPAA may not be appealed.

APPEAL OF ACADEMIC POLICY
A student may appeal a policy that adversely affects his/her academic outcomes by submitting a written appeal to the Dean for Undergraduate Studies. The appeal must state the policy impact and desired relief. Justification must be given for granting the desired relief. The written appeal must be submitted to the Office of the Dean for Undergraduate Studies as the point of contact. A student not in residence should send his/her appeal by certified mail to the Office of the Dean for Undergraduate Studies. After logging the appeal, the Office will forward the documentation to the Committee on Undergraduate Academic Standards and Standing (CASS) for review and action.

The actions of the Committee on Undergraduate Academic Standards and Standing may follow one of the following courses:
- The CASS may recommend support of the appeal within limits stated in the regulations. When this is done, the CASS will notify the student of the decision by letter, file a copy with the Office of the Dean for Undergraduate Studies, and include the action in a summary report to the Academic Council.

- The CASS may recommend support of the appeal outside limits stated in the regulations. When this is done, the CASS will submit the recommended decision to the Academic Council for review. The Academic Council’s decision will be communicated to the student by letter from the Office of the Provost/VPAA, with a copy to the Office of the Dean for Undergraduate Studies, and the Committee on Undergraduate Academic Standards and Standing. The decision of the Academic Council may not be appealed.

- The CASS may recommend denial of the appeal. When this is done, the CASS will notify the student of the decision by letter, file a copy with the Dean for Undergraduate Studies, and include the action in a summary report to the Academic Council. This decision may be appealed to the Office of the Provost/VPAA. The Provost/VPAA may elect to submit the appeal to the Academic Council for review. The Academic Council’s recommendation will be communicated to the Provost/VPAA. The Office of the Provost/VPAA will communicate the decision to the student by letter with a copy to the Office of the Dean for Undergraduate Studies and the Committee on Undergraduate Academic Standards and Standing. The decision of the Provost/VPAA may not be appealed.