

Guidelines for the M.A. in Hispanic Literatures Thesis Option (Plan A)

M.A. Thesis Committee Formation (1st Year Spring Semester)

Students should identify a faculty member to serve as the chair of the M.A. thesis committee during spring semester of their first year. The chair of the M.A. thesis committee must be drawn from the Spanish faculty listed in the graduate student handbook.

Working in conjunction with the chair, the student should identify and approach two more faculty members willing to serve on the committee. At least one of the committee members—in addition to the chair—must be drawn from faculty members listed in the graduate student handbook. One committee member can be drawn from a faculty member not listed in the graduate student handbook, which includes:

- a) Ph.D. holding faculty member from Spanish not listed in the graduate student handbook
- b) Ph.D. holding faculty member from the Department of Romance and Classical Studies
- c) Ph.D. holding faculty member from outside the Department of Romance and Classical Studies

In all cases, students should consult with their chair before approaching faculty members to join the committee to ensure agreement. Once the committee is formed, the chair of the committee should confirm the constitution of the committee with the graduate advisor.

NOTE: The graduate advisor may serve as a committee chair or committee member if there is a convergence between the student's chosen thesis topic and the graduate advisor's research areas of expertise, but the graduate advisor does not form part of the committee or participate in the thesis proposal meeting or the thesis defense by default.

Thesis Proposal & Thesis Proposal Meeting (1st Year Spring Semester or 2nd Year Fall Semester)

The student should work closely with the committee chair during the proposal writing process to ensure agreement about the general direction the thesis is taking and to avoid the necessity of making major revisions to the thesis project after the proposal has been submitted to the committee for approval.

If the student wishes to take 3 credits of SPN 899 during fall semester of their second year and 3 credits of SPN 899 during spring semester of their second year, then the thesis proposal (that includes all the items listed in the graduate handbook) must be submitted to the committee by the end of spring semester of their first year no later than May 15th.

If the student wishes to take all 6 credits of SPN 899 during spring semester of their second year, then the thesis proposal (that includes all the items listed in the graduate handbook) should be submitted to the committee during the first half of fall semester of their second year no later than October 15th, to ensure that there is enough time left in the semester to revise the thesis proposal based on feedback from the committee, if necessary.

Decisions about when to take SPN 899 credits during the second year will depend largely upon the necessity of fulfilling all course requirements for the MA degree as well as student interest in completing a graduate certificate or other coursework outside the department and the course offerings available. Students should consult with the graduate advisor when making decisions about SPN 899 distribution and coursework for their second year to ensure they will meet all of the degree requirements by the end of their second year.

Upon completion of the thesis proposal, the committee chair should send the thesis proposal to the other committee members and set-up a date for a thesis proposal meeting with the student and the committee members within 2 weeks of submission.

The chair and committee members will provide feedback during the thesis proposal meeting and decide if the student is ready to proceed with minor adjustments or if substantial changes are necessary before beginning to write the thesis. The committee's decision will be communicated by the chair to the graduate advisor after the meeting, who will handle any administrative paperwork/procedures with the graduate secretary.

Thesis Defense (2nd Year Spring Semester)

The thesis defense will typically take place towards the end of spring semester of the student's second year (usually in late April or early May, but no later than May 15th).

Upon completion of the thesis, the committee chair should send the thesis to the other committee members and set-up a date for a thesis defense with the student and the committee members within 2 weeks of submission.

The chair and committee members will provide verbal feedback during the defense and decide if the student has passed the defense or if substantial changes are necessary before the student is eligible for graduation. The committee's decision will be communicated by the chair to the graduate advisor after the meeting, who will handle any administrative paperwork/procedures with the graduate secretary.