Course Description:
A 1- to 6-hour course dedicated to research and writing connected to the completion of the M. A. thesis.

Program Learning Outcomes:
The SFA History Department has identified the following Program Learning Outcomes (PLOs) for all SFA students earning an M.A. degree in History:

1. The student will be able to explain the key issues and developments in at least two historical periods (one per course).
2. The student will be able to identify the main historical works and interpretive debates associated with an event or period.
3. The student will be able to locate, identify, and critically analyze primary sources.
4. The student will be able to research and analyze effectively an issue or topic in writing.
5. The student will be able to present written work in an appropriate academic style, including the proper citation of sources using Chicago Manual of Style (15th or most recent edition).

This course will incorporate to varying degrees all of these PLOs, with a particular emphasis on PLOs 3, 4, and 5. The Student Learning Outcome is to complete and successfully defend the M. A. thesis.

Texts and Materials:
These will be assigned as needed for the student’s specific research. The student should have access to a reliable computer and sufficient backup storage to ensure no loss of work.

Course Requirements:
The student is expected to show advancement in both research and writing. This may occur linearly or simultaneously depending upon the thesis capstone project. Revisions should be made promptly and all edits and corrections done as directed. All formatting should follow graduate school requirements and all referencing should follow the newest edition of the Chicago Manual of Style.

Course Calendar:
The student and instructor will develop a series of submission and revision deadlines based upon the student’s current progress as well as the graduate school’s deadlines.

Grading Policy:
The grade will be WH until the successful defense and submission of a final thesis that meets all departmental and graduate school expectations. At the graduate level, A is expected, B is passing, C, D, and F are not acceptable.

Attendance Policy:
Regular and punctual attendance is expected (See Class-Attendance, 6.7-February 2, 2021 for more information).
THESIS

Explanation of credit hours awarded for course:
Students completing a thesis must register each semester university resources are utilized until the thesis is completed and successfully defended. During the research phase, the student works independently with a list of sources developed in consultation with the thesis director (who is listed as the course instructor of record). The student meets regularly with the director, and as needed with other members of the thesis committee, to discuss the progress of the project during the research phase. The student also works independently during the writing phase of the project, according to the plan of the approved thesis proposal, under the direction of the thesis director. Once again, as during the research phase, the student meets regularly with the director, and as needed with other members of the thesis committee, and submits drafts of the thesis as per the schedule outlined in the thesis proposal until the thesis is successfully defended and approved by the committee, a process that must occur according to university deadlines. Students are expected to produce 100-140 pages of formal writing. The course is for variable credit. Generally, the student registers for 6 hours of credit during the first semester of the thesis work and for 1 hour of credit during subsequent semesters until the thesis is successfully defended.

Code of Student Conduct and Academic Integrity (https://www.sfasu.edu/docs/policies/10.4.pdf):
This policy prescribes the standards of conduct students are required to adhere to as a student of Stephen F. Austin State University. This policy affects all students, regardless of classification, enrolled at SFA.

The CSCAI outlines the prohibited conduct by any student enrolled in a course at SFA. It is the responsibility of all members of all faculty, staff, and students to adhere to and uphold this policy.

Articles IV, VI, and VII of the new Code of Student Conduct and Academic Integrity outline the violations and procedures concerning academic conduct, including cheating, plagiarism, collusion, and misrepresentation. Cheating includes, but is not limited to: (1) Copying from the test paper (or other assignment) of another student, (2) Possession and/or use during a test of materials that are not authorized by the person giving the test, (3) Using, obtaining, or attempting to obtain by any means the whole or any part of a non-administered test, test key, homework solution, or computer program, or using a test that has been administered in prior classes or semesters without permission of the Faculty member, (4) Substituting for another person, or permitting another person to substitute for one’s self, to take a test, (5) Falsifying research data, laboratory reports, and/or other records or academic work offered for credit, (6) Using any sort of unauthorized resources or technology in completion of educational activities.

Plagiarism is the appropriation of material that is attributable in whole or in part to another source or the use of one’s own previous work in another context without citing that it was used previously, without any indication of the original source, including words, ideas, illustrations, structure, computer code, and other expression or media, and presenting that material as one’s own academic work being offered for credit or in conjunction with a program course or degree requirements.

Collusion is the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on academic dishonesty, including disclosing and/or distributing the contents of an exam.

Misrepresentation is providing false grades or résumés; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual or to injure another student academically or financially.

Instructor’s note: In this course the use of AI is not acceptable. Students are always expected to do their own work and express their own ideas, no exceptions. Outside sources must be used according to course and assignment instructions and properly cited (Chicago Manual of Style) if allowed. At the graduate level, all four actions receive a level four penalty.

Withheld Grades (Course Grades, 5.5-April 20, 2021):
Ordinarily, at the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work by the deadline set by the instructor of record, not to exceed one calendar year.
from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy [i.e., Military Service Activation (6.14)]. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. For additional information, go to https://www.sfasu.edu/policies/course-grades-5.5.pdf.

**Academic Accommodation for Students with Disabilities (6.1-April 11, 2022):**
It is the policy of Stephen F. Austin State University to comply with the fundamental principles of nondiscrimination and accommodation in academic programs set forth in the implementing regulations for Section 504 for the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA, as amended by the Americans with Disabilities Act Amendments of Act of 2008 (ADAAA).

Per ODS: To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/. Please read the complete policy at https://www.sfasu.edu/docs/policies/6.1.pdf.

Instructor’s Note: It is the policy of the Office of Disability Services that students should communicate directly with the instructor about their needs, simply completing the paperwork is not acceptable.

**Student Wellness and Well-Being:**
SFA values students’ overall well-being, mental health and the role it plays in academic and overall student success. Students may experience stressors that can impact both their academic experience and their personal well-being. These may include academic pressure and challenges associated with relationships, emotional well-being, alcohol and other drugs, identities, finances, etc.

If you are experiencing concerns, seeking help, SFA provides a variety of resources to support students’ mental health and wellness. Many of these resources are free, and all of them are confidential.

**On-campus Resources:**
The Dean of Students Office (Rusk Building, 3rd floor lobby)
www.sfasu.edu/deanofstudents 936.468.7249 dos@sfasu.edu

SFA Human Services Counseling Clinic
Human Services, Room 202 www.sfasu.edu/humanservices/139.asp 936.468.1041

The Health and Wellness Hub “The Hub”
Location: corner of E. College and Raguet St.
To support the health and well-being of every Lumberjack, the Health and Wellness Hub offers comprehensive services that treat the whole person – mind, body and spirit. Services include:

- Health Services
- Student Outreach and Support
- Wellness Coaching
www.sfasu.edu/thehub 936.468.4008

- Counseling Services
- Food Pantry
- Alcohol and Other Drug Education

**Crisis Resources:**
- Burke 24-hour crisis line: 1.800.392.8343
- National Suicide Crisis Prevention: 9-8-8
- Suicide Prevention Lifeline: 1.800.273.TALK (8255)
- Crisis Text Line: Text HELLO to 741-741