



GRADUATE SCHOOL  
OF ARTS AND SCIENCES  
OF  
BRYN MAWR  
COLLEGE

CATALOG AND HANDBOOK  
2024-2025



GRADUATE SCHOOL  
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HANDBOOK AND CATALOG

This handbook contains information about the M.A. and Ph.D. requirements that pertain to all students enrolled in GSAS. Individual programs also have their own policies concerning graduate study. It is the student's responsibility to know these program-specific requirements, and the responsibility of the faculty to share them with students in a clear and timely manner.

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# GSAS 2024-25 ACADEMIC CALENDAR

This calendar provides a schedule for students and faculty to meet important deadlines specified in the GSAS Academic Rules governing the M.A. and Ph.D. degrees. The full GSAS Academic and Events calendar can be found on the GSAS website ([www.brynmawr.edu/gsas/gsas-calendars](http://www.brynmawr.edu/gsas/gsas-calendars))

## FALL 2024 SEMESTER

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**AUG. 27 - 28** New Student Orientation

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**AUG. 28** TA Orientation

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**AUG. 29-30** Diagnostic language exams

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**AUG. 31** Last date to waive or accept Bryn Mawr Health Insurance

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**AUG. 27-  
SEPT. 13** Add/Drop period and registration through BIONIC for new GSAS students for Fall 2024

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**SEPT. 3** First day of classes

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**SEPT. 13** Last date to drop or add a course for Fall 2024

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**SEPT. 27** Deadline to change incomplete grades to S or U from academic year 2023-2024

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**OCT. 11** Deadline to submit online M.A. Candidacy application form for a Dec. M.A. degree

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**OCT. 11** Application for Ph.D. Candidacy due for students planning to take Preliminary Examinations in Spring 2025

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**OCT. 11** Deadline to schedule Preliminary Examinations for Fall 2024

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**OCT. 12-20** Fall Break

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**OCT. 20** Deadline for submitting supplemental materials for competitive fellowships for the academic year 2025-2026

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**OCT. 29** For students in Archaeology, Classics, and History of Art, last date for Ph.D. dissertation submission for a December degree; dissertations must be submitted at least six weeks before the proposed defense date. Dissertations should be prepared and submitted according to the Guidelines for Dissertation Format and Submission through the online Pre-defense Dissertation Submission Form

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<b>OCT. 31</b>	Deadline for graduate student applications for reimbursement of travel and research expenses for the current academic year
<b>NOV. 4-15</b>	Registration for Spring 2025
<b>NOV. 18</b>	For students in Chemistry, Mathematics, and Physics, last date for Ph.D. dissertation submission for a December degree; dissertations must be submitted at least three weeks before the proposed defense date. Dissertations should be prepared and submitted according to the Guidelines for Dissertation Format and Submission through the online Pre-defense Dissertation Submission Form
<b>NOV. 22</b>	Deadline for applications for GSAS financial support from all continuing students for academic year 2025-2026
<b>NOV. 27</b>	Thanksgiving Break begins
<b>DEC. 6</b>	Last date for Ph.D. final oral examinations (defense of dissertation) for the Dec. degree
<b>DEC. 12</b>	Last date for Ph.D. Preliminary Examinations in Fall 2024
<b>DEC. 12</b>	Last Day of Classes
<b>DEC. 15</b>	Last date for final oral and/or written M.A. examinations for the Dec. degree
<b>DEC. 15</b>	Deadline for deposit of final revised version of all dissertations for the Dec. degree and for all GSAS Ph.D. completion items
<b>DEC. 15</b>	Last date for reporting grades of M.A. candidates for the Dec. degree.
<b>DEC. 21</b>	Winter break begins
<b>DEC. 21- JAN. 2</b>	GSAS Office Closed
<b>SPRING 2025 SEMESTER</b>	
<b>JAN. 20</b>	Martin Luther King Jr. holiday
<b>JAN. 17</b>	Deadline for evaluations of student work completed in Fall 2024
<b>JAN. 21</b>	First day of classes
<b>JAN. 21-31</b>	Add/Drop period and registration through BIONIC for Spring 2025
<b>FEB. 14</b>	Deadline to schedule Preliminary Examinations in Spring 2025

<b>MAR. 6</b>	Application for Ph.D. candidacy due for students planning to take Preliminary Examinations in Fall 2025
<b>MAR. 7-16</b>	Spring Break
<b>MAR. 19</b>	For students in Archaeology, Classics, and History of Art, last date for Ph.D. dissertation submission for a May degree; dissertations must be submitted at least six weeks before the proposed defense date. Dissertations should be prepared and submitted according to the Guidelines for Dissertation Format and Submission through the online Pre-defense Dissertation Submission Form
<b>MAR. 28</b>	Deadline to submit online M.A. Candidacy application form for a May degree
<b>APR. 8</b>	For students in Chemistry, Mathematics, and Physics, last date for Ph.D. dissertation submission for a May degree; dissertations must be submitted at least three weeks before the proposed defense date. Dissertations should be prepared and submitted according to the Guidelines for Dissertation Format and Submission through the online Pre-defense Dissertation Submission Form
<b>APR. 7-18</b>	Registration for Fall 2025
<b>APR. 17</b>	Last date for Ph.D. Preliminary Examinations for Spring 2025
<b>MAY 2</b>	Last date for final Ph.D. oral examinations (defense of dissertation) for the May degree
<b>MAY 2</b>	Last day of classes
<b>MAY 12</b>	Deadline for deposit of final revised version of all dissertations for the May degree and for all GSAS Ph.D. completion checklist items
<b>MAY 13</b>	Last date for final oral and/or written M.A. examinations for the May degree
<b>MAY 13</b>	Last date for reporting grades of M.A. candidates for the May de-gree. Grades are due to Registrar's office by noon <b>MAY 16</b> Graduate Commencement
<b>MAY 23</b>	Deadline for evaluations of student work completed in Spring 2025

## **EMERGENCY/CAMPUS SAFETY**

### **EMERGENCY PHONE NUMBERS**

The Campus Safety Department is located in the John J. Maloney Building adjacent to the Upper Science lot behind the Park Science complex.

#### **CAMPUS SAFETY—EMERGENCY ONLY**

on-campus phones / 791

off-campus or cell phones / (610) 526-7911

**EMERGENCY HOTLINE—RECORDED MESSAGES / (610) 526-7310**

**HEALTH AND WELLNESS CENTER / (610) 526-7360**

**GSAS OFFICE / (610) 526-5074**

### **EMERGENCY PROCEDURES**

#### **REPORTING A CRIME**

Call Campus Safety immediately at (610) 526-7911.

Campus safety is a shared responsibility. All are encouraged to report crimes, medical incidents, and hazards to Campus Safety immediately. All reported incidents will be investigated.

When on campus, it is recommended to call Campus Safety first before calling 911 but if you do require emergency response from the local municipal police, fire or ambulance services, please dial 8911 from any campus phone (for all outside calls from any campus phone you must press 8 first, then the phone number).

#### **EMERGENCY NOTIFICATION**

In an effort to ensure that the community is fully aware of any safety issues or emergency that may take place, Campus Safety will activate the emergency notification system when deemed appropriate. Depending on the situation, emergency notifications will be sent via phone, text message, email, and/or posted on the College website.

Information for this system comes directly from the information in Bionic. Those wishing to receive text messages should make sure their cell phone information is entered in Bionic using the self-service option. Campus Safety will send messages if there is a crisis on campus. All students will automatically be uploaded into the system.

## **CAMPUS EMERGENCY**

The siren may be used in conjunction with the emergency notification system, determined on a case by case basis. If you hear the siren, seek shelter inside and stay alert for the emergency notification message.

[www.brynmawr.edu/inside/offices-services/campus-safety/](http://www.brynmawr.edu/inside/offices-services/campus-safety/)

### **FIRE**

If a fire alarm sounds, evacuate the building immediately. Do not re-enter the building until Campus Safety or emergency personnel give the all-clear. In the event of a fire, pull the fire alarm, call Campus Safety at ext. 7911 from any campus phone, or 610-526-7911, and evacuate the building immediately. Familiarize yourself with fire evacuation routes in buildings you use frequently.

[www.brynmawr.edu/inside/offices-services/campus-safety/emergency-notification/emergency-response-guide/fire-response](http://www.brynmawr.edu/inside/offices-services/campus-safety/emergency-notification/emergency-response-guide/fire-response)

### **MEDICAL EMERGENCIES**

Call Campus Safety at ext. 7911 campus phone or (610) 526-7911 immediately.

Be prepared to give your location and the nature/severity of the injury. Stay on the line until emergency personnel arrive or the dispatcher ends the call.

### **MAINTENANCE EMERGENCIES**

After hours and on weekends, Campus Safety communications officers will contact Facilities Services for requests that are deemed emergencies.

### **EMERGENCY HOTLINE**

A recorded message may be placed on the Emergency Hotline, (610) 526-7310 or extension 7310, and information may also be posted on the College homepage. In the event of an immediate hazard or a serious threat to campus safety, a text message would be sent out, via Everbridge and a public alert siren would be sounded. The siren will be followed by instructions. When the crisis has passed, an all clear will be sounded. For more information please refer to the following link: [www.brynmawr.edu/inside/offices-services/campus-safety/emergency-notification/emergency-response-guide/general-emergency-response](http://www.brynmawr.edu/inside/offices-services/campus-safety/emergency-notification/emergency-response-guide/general-emergency-response)

## **BLUE LIGHT—YELLOW EMERGENCY TELEPHONES**

Yellow emergency telephones, most with blue lights on top, are located around campus and connect the caller with Campus Safety. Many of these phones also provide your location for officers to assist you.

## **CAMPUS CRIME AWARENESS: CLERY ACT AND THE ANNUAL FIRE REPORT**

Information regarding campus security and personal safety as well as the annual fire report may be found at: [www.brynmawr.edu/sites/default/files/media/documents/2023-09/Annual-Security-Report-and-Fire-Safety-Report-September-2023.pdf](http://www.brynmawr.edu/sites/default/files/media/documents/2023-09/Annual-Security-Report-and-Fire-Safety-Report-September-2023.pdf)

## **SAFETY AND SECURITY TIPS**

Crime prevention is the responsibility of every member of the Bi-Co community. Faculty, staff, and students are encouraged to watch over the campus, to report any unusual activity to Campus Safety, and to follow basic safety practices that apply no matter where one lives. For additional information as well as other Campus Safety services, consult: [www.brynmawr.edu/inside/offices-services/campus-safety](http://www.brynmawr.edu/inside/offices-services/campus-safety)

## **CONTACT INFORMATION**

### **GRADUATE SCHOOL OF ARTS AND SCIENCES**

101 N. Merion Avenue  
Old Library, Room 120  
Bryn Mawr, PA 19010  
gsas@brynmawr.edu  
www.brynmawr.edu/gsas/  
Office: (610) 526-5074  
Fax: (610) 526-5076

### **DEAN OF GRADUATE STUDIES**

Xuemei May Cheng  
(610) 526-5357  
xcheng@brynmawr.edu

### **GSAS PROGRAMS ADMINISTRATOR**

Abby Traucht  
(610) 526-5074  
atraucht@brynmawr.edu

### **CONTROLLER'S OFFICE (PAYROLL, PAY SCHEDULES)**

(610) 526-5267

### **HEALTH CENTER**

(610) 526-7360

### **HELP DESK**

(610) 526-7440

### **PUBLIC SAFETY (PARKING)**

(610) 526-7911

### **CAMPUS MAILROOM (STUDENT MAILBOXES)**

(610) 526-7336

## **PRESIDENT, PROVOST, AND DEANS**

### **President of the College**

***Wendy Cadge***

Taylor Hall, 2nd floor

### **Provost of the College**

***Timothy Harte***

Taylor Hall, 1st floor

### **Dean of Graduate Studies**

***Xuemei May Cheng***

Old Library 121

### **Dean of the Graduate School of Social Work and Social Research**

***Janet Shapiro***

300 Airdale Road

### **Dean of the Undergraduate College**

***Karlene Burrell-McRae***

Guild Hall, Dean's Office

## **ABOUT THE COLLEGE**

### **THE MISSION OF BRYN MAWR COLLEGE**

Bryn Mawr College educates students to the highest standard of excellence to prepare them for lives of purpose. The College's rigorous liberal arts curriculum and distinguished graduate programs foster a thirst for knowledge, open inquiry, global perspectives, civic engagement, and innovation through study across the arts, humanities, sciences, and social sciences. A world-class faculty of teacher-scholars, a talented staff, and a tight-knit student body cultivate intellectual curiosity, independence, personal integrity, and resilience in a community of passionate, joyful learners.

As a residential women's college at the undergraduate level, and through coeducational graduate programs in arts and sciences, in social work, and in post-baccalaureate premedical training, Bryn Mawr is committed to women's education and empowerment, to gender equity, and to supporting all students who choose to pursue their studies here.

Equity and inclusion serve as the engine for excellence and innovation. A commitment to racial justice and to equity across all aspects of diversity propels our students, faculty, and staff to reflect upon and work to build fair, open and welcoming institutional structures, values, and culture.

Emerging from their Bryn Mawr experience equipped with powerful tools and with a deeper understanding of the world and each other, our graduates define success on their own terms and lift up others as they make a meaningful difference in the world.



## **THE GRADUATE SCHOOL OF ARTS AND SCIENCES**

When Bryn Mawr College opened its doors in 1885, it offered women a more ambitious academic program than any previously available to them in the United States. Bryn Mawr College was the first women's college to offer its students the ability to earn a Ph.D. — a signal of our founders' refusal to accept the limitations imposed on women's intellectual achievement at other institutions at that time. Five graduate fellowships were established immediately, and the first Ph.D. was conferred in 1888, along with the first B.A. By 1905 Bryn Mawr had over 70 graduate students, and in 1907 it was reported that of 41 American institutions then offering the Ph.D., Bryn Mawr ranked nineteenth in the number of degrees awarded.

In 1931 the first male student was admitted, and the graduate school has been co-ed ever since. By 1960 about 20% of the graduate enrollment was male. Total enrollment reached a peak of 472 students (many of them part-time) in 1973, when graduate work was offered in 22 departments and three interdisciplinary programs. This was more than the College could sustain, and the Plan for Achieving Financial Equilibrium of 1987 called for a reduction to 12 sustainable Ph.D. programs. The Department of Human Development merged with the Department of Psychology in 1992, resulting in a single Ph.D. program in Clinical Developmental Psychology.

In 2000, the departments of Classical and Near Eastern Archaeology, Greek Latin and Classical Studies, and History of Art created the Graduate Group in Archaeology, Classics and History of Art (GGACHA) for the purpose of interdisciplinary collaboration and exchange. In 2004, the Group was awarded a Challenge Grant from the National Endowment of the Humanities to endow its interdisciplinary seminars (GSems), as well as special fellowships for interdisciplinary study and internships in Philadelphia-area museums. Around 2012, the Departments of Physics, Chemistry and Mathematics created their own Graduate Group in Science and Mathematics (GGSM) to support collaborative student and faculty activities across these programs.

A major review of the Graduate School of Arts and Sciences was conducted in 2007-2008 by a task force of Bryn Mawr's Board of Trustees. The outcome of this review was an enhanced commitment to graduate education as part of Bryn Mawr's distinctive mission, with a mandate to increase the cooperation and collaboration between graduate and undergraduate programs, and various administrative offices to better serve all students. To foster these efforts, a single Dean of Graduate Studies with oversight of the Graduate School of Arts and Sciences (GSAS) as well as the Graduate School of Social Work and Social Research (GSSWSR) was created in 2008-2009.

Bryn Mawr currently accepts students into Ph.D. programs in Chemistry; Classical and Near Eastern Archaeology; Greek, Latin, and Classical Studies; History of Art; Mathematics; Physics; and Social Work. In some fields, Bryn Mawr also offers A.B./M.A. combined degree programs.

Today, graduate students in GSAS are a vital component in a continuum of learning and research, acting as role models for undergraduates and as collaborators with the faculty. Bryn Mawr provides an alternative to traditional models of graduate education in its attention to the unique needs of individual students and its commitment to developing a broadly trained community of scholars who are equipped for a variety of useful professional careers. Renowned for excellence within disciplines, Bryn Mawr also fosters connections across disciplines and the individual exploration of newly unfolding areas of research.

## **COLLEGE AS COMMUNITY**

The community of Bryn Mawr includes two excellent coeducational graduate schools: the Graduate School of Arts and Sciences, and the Graduate School of Social Work and Social Research in addition to being a renowned college for women. The presence of the graduate schools contributes significantly to the strengths of the undergraduate program and the richness of both the graduate and undergraduate experience. Qualified undergraduates may enroll in graduate seminars, participate in advanced research projects in the natural and social sciences, and benefit from the insights and advice of their graduate-student colleagues.

While retaining all the benefits of a small residential women's college, Bryn Mawr substantially augments its resources and coeducational opportunities through cooperation at the undergraduate level with Haverford College, Swarthmore College, and also at the graduate level, with the University of Pennsylvania. This cooperative arrangement coordinates the facilities of the four institutions while preserving the individual qualities and autonomy of each. Students may take courses at the other institutions, with credit and without additional fees.

Bryn Mawr itself sponsors a broad cultural program that supplements the curriculum and enriches its community life. Various lectureships bring scholars and other leaders in world affairs to the campus not only for public lectures but also for classes and conferences with the students. The Arts Program at Bryn Mawr coordinates the arts curriculum and a variety of extracurricular activities in creative writing, dance, fine arts, music, and theater. A regular schedule of concerts and productions is directed by the arts faculty at Bryn Mawr and Haverford Colleges, together with performances by the theater and dance

programs and other student-run groups. These activities are complemented by an extensive program of readings, exhibitions, performances, and workshops given by visiting artists.

Student organizations have complete responsibility for the many aspects of student activity, and student representatives join members of the faculty and administration in making and carrying out plans for the College community as a whole. Bryn Mawr's Graduate Student Association (GSA) is the organization that sponsors a broad range of events– from professional development workshops to exciting extracurricular activities. In addition, graduate representatives from GSA participate actively on many of the most important academic and administrative committees of the College. Students meet with the Board of Trustees, present regular reports to the full board and work with the board's committees. One student is also elected to attend faculty meetings. At the meetings of both the board and the faculty, student members may join in discussion but do not vote.

## **GRADUATE COUNCIL**

The Graduate Council is charged with oversight of the GSAS Academic Rules, including curriculum and degree requirements, the allocation of financial support, and requests for exceptions, and penalties for academic failure and ethical or procedural infringements. The Council is composed of all Directors of Graduate Studies (Archaeology, Chemistry, Classics, French, Mathematics, Physics, and Social Work) and one at-large member from a non-graduate department; the Council Chair(s) serves as convener. The Dean of Graduate Studies, the Director of the Graduate Group in Archaeology, Classics, and History of Art, the Director of the Graduate Group in Sciences and Mathematics, and the Dean of the Graduate School of Social Work and Social Research are non-voting members *ex officio*. The Council has four student representatives: two from GSAS, one from the M.S.S. student body and one from the Ph. D. student body of the Graduate School of Social Work and Social Research. The student representatives are typically the convener or co-conveners of the GSAS and GSSWSR Graduate Student Associations.

## FINANCIAL SUPPORT

All financial support in the Graduate School of Arts and Sciences is merit-based and is allocated by the Dean on the basis of (1) recommendation of the individual programs and (2) the advice of the Subcommittee on Awards of the Graduate Council.

In general, financial support is in the form of Fellowships, Teaching Assistantships, and Graduate Assistantships in the academic year with Tuition Awards and Health Insurance subsidies, as well as Supplemental Summer Research Fellowships (SSRF) and Research Assistantships (RA). A Dean's Fellowship, designated for students during their final year of dissertation writing, or to help support minority students, is available in each of the six GSAS Ph.D. programs admitting new students. The two competitive named fellowships, Doris Sill Carland Fellowship and Marguerite N. Farley Fellowship, are also open to students in the six Ph.D. programs, each with its specific criteria. In Chemistry, Mathematics, and Physics, Teaching Assistantships make up most of the opportunities for financial support. In addition, the Research Fellowship and the competitive Helen Schaeffer Huff Memorial Research Fellowship are available. For students in Classical and Near Eastern Archaeology, Classics, and History of Art, multiple Areté Fellowships, Multidisciplinary Fellowships, Curatorial Internships, and other named fellowships and grants are available in addition to Teaching Assistantships, Graduate Assistantships, and the GSAS Fellowships.

**Note:** *Not all forms of support are available in all programs, and support opportunities can vary from year to year.*

Financial support, including any form of stipend and Tuition Awards, is contingent upon satisfactory academic progress. The Dean and the Subcommittee on Awards of the Graduate Council consider progress when reviewing departmental recommendations for financial support. Students holding guaranteed multi-year fellowships must show evidence of progress toward the Ph.D. each year in order to retain their awards.

Federal loans can be applied for through the Office of Financial Aid ([www.brynmawr.edu/inside/offices-services/financial-aid](http://www.brynmawr.edu/inside/offices-services/financial-aid)). Loans are not need-based and are distinct from the GSAS financial support described above. Most GSAS awards will be factored into the need assessment that determines loan eligibility. Satisfactory Academic Progress for the continuation of federal aid is monitored by the Dean of Graduate Studies.

GSAS students who fail to meet satisfactory academic progress standards are notified by the GSAS Office and the Office of Student Accounts.

## **SATISFACTORY ACADEMIC PROGRESS (SAP) FOR FEDERAL FINANCIAL AID**

Bryn Mawr College is required to monitor academic progress as it relates to the renewal of financial assistance. To remain eligible for Federal financial aid, students must meet minimum academic requirements at the conclusion of each semester. Academic progress for students in the Graduate School of Arts and Sciences is measured by the Dean of Graduate Studies and Office of Financial Aid at the end of every term.

The satisfactory academic progress policy for the continuation of financial aid includes the maximum timeframe when a program must be completed as well as the pace at which a student must progress to ensure completion of the program within the maximum timeframe (quantitative measure) and an academic standard of work (qualitative measure) that is consistent with graduation.

Maximum Timeframe and Pace: To receive and remain eligible for Federal Title IV financial aid, students must not exceed a 150% maximum time-frame for degree completion. To ensure timely completion, students are expected to complete a minimum of 67% of the credits they attempt each semester.

	Standard Program Length	150% Program Length
M.A. GSAS	2 years	3 years
Ph.D. GSAS	7 years	10 years

All periods of enrollment at Bryn Mawr College are considered whether the student received aid. Courses in which a student earned the following grades for any reason, including nonattendance, will count as units attempted, but not completed:

- Unsatisfactory
- Withdrawal
- Incomplete

Courses with a grade of AUD (audit) and non-credit/no fee courses will not count as attempted nor completed.

For repeated courses, students may still apply for and receive federal funds as long as they are meeting other satisfactory academic progress standards. Only one repetition of a previously failed course will be eligible for federal funds and counted toward enrollment for the term when the course is repeated.

Coursework approved for transfer credit will count towards both attempted and completed courses.

Students in the Bryn Mawr A.B./M.A. program complete the same M.A. requirements and are subject to all the same rules and regulations as all other M.A. students.

## **EVALUATING SATISFACTORY ACADEMIC PROGRESS (SAP)**

Because students in the Graduate School of Arts and Sciences do not receive letter grades and therefore do not have a calculated GPA, students must receive Satisfactory for 67% of all attempted courses. At the end of each semester, students who receive federal financial aid and have not successfully completed at least 67% of their attempted courses will be placed on warning and notified by the Dean of Graduate Studies. These students can continue to receive federal financial aid for an additional semester. If at the end of this semester the student still fails to make SAP, the student is no longer eligible to receive federal financial aid. The Dean of Graduate Studies will notify the student of this decision.

Students have the right to appeal the decision. If a student decides to appeal, the Graduate Council will hear the student's appeal. In the appeal, the student must state what caused them to fail to meet SAP (e.g. death of a relative, illness or injury or other special circumstances) and what has changed that will enable the student to make satisfactory progress towards the degree. The decision of the Graduate Council will be binding.

**Notification and Right to Appeal:** A student who fails to meet the requirements as outlined above will be placed on a financial aid warning for the subsequent semester. Students will be notified by the Office of Financial Aid that they are on a SAP warning, and may continue to receive Federal and State financial aid during this warning semester. A student who fails to meet SAP for a second consecutive semester will be placed on SAP Suspension and lose Federal and State financial aid eligibility. These students who lose federal and state aid eligibility will be notified in writing, by email by the Office of Financial Aid. Students on suspension have the right to appeal. Students must submit a written appeal to the Director of Financial Aid. General criteria for appeals may include student's injury or illness, death of a close relative, or other special circumstances (which may include personal or family emergencies, natural disasters, etc.).

### **Appeals:**

Students should submit a written statement with the following items to account for their circumstances that are leading them to appeal their SAP suspension:

- Why the student failed to make SAP
- What has changed that will allow the student to make SAP going forward
- Steps the student will take to make SAP going forward

Appeals will be reviewed by the Office of Financial Aid. If the appeal is approved, the student will be placed on a semester of SAP Probation and continue to be eligible for Federal financial aid. In addition, the student must meet with their Director of Graduate Studies to prepare an academic plan that will satisfy the SAP requirements, with the Dean agreeing to monitor the student's progress in accordance with the plan. If more than one payment period is required to

meet progress standards, the student and the Dean will make this clear in the Academic Plan that is created, including what must be required in each payment period, or term.

**Regaining eligibility:** Students may regain eligibility without an Academic Plan by achieving the SAP standards as indicated.

**Dismissal or Withdrawal:** Students who are dismissed or withdrawn from the Graduate School of Arts and Sciences are not making satisfactory academic progress and are not eligible to receive financial aid.

## **STUDENT ACCOUNTS**

Student Accounts administers the College's bills for tuition, room and board, fines and other fees. Student Accounts also provides students with information about Health Insurance ([www.brynmawr.edu/inside/offices-services/student-accounts](http://www.brynmawr.edu/inside/offices-services/student-accounts)).

## **COSTS OF EDUCATION**

Summary of Fees and Expenses for 2024-2025

Full-time Tuition ..... \$55,140

One Unit ..... \$9,190

Two Units..... \$18,380

Unit of Supervised Work ..... \$1,430 per semester

Continuing Education Fee ..... \$720 per semester

Other Fees:

Application Fee ..... \$50

Commencement Fee (student started before Fall 2020) \$60

Faced with rising costs affecting all parts of higher education, the College has had to raise tuition annually in recent years. Further annual increases may be expected.

## **BILLING AND PAYMENT DUE DATES**

By registering for courses, students accept responsibility for the charges of the entire academic year, regardless of the method of payment. The College bills for each semester separately. The bill for the fall semester is sent in early July and is due September 3, 2024. The bill for the spring semester is sent the first week in December and is due January 21, 2025.

Student Accounts sends an email containing a link to the electronic billing statement, (eBill) to the student's official Bryn Mawr email address. The College no longer sends paper bills. Students are able to set up authorized payers (parents or others) who then can view bills online, make payments by electronic check or set up a payment plan when enrollment opens. Our third-party on-line processor for eBilling is Nelnet Business Solutions, (NBS).

No student is permitted to attend classes or enter residence until payment of the College charges has been made each semester. No student may register at the beginning of a semester, graduate, receive a transcript until all accounts are paid.

## **REFUND POLICY**

Students will be refunded 100% of their previously paid tuition, room and board, and college fee if the Registrar receives written notice that the student has withdrawn from the College or begun a leave of absence before the first day of classes.

For a student withdrawing from the College or embarking on a medical or psychological leave of absence on or after the first day of classes, refunds of tuition occur according to a pro rata schedule up to 60% attendance. No refunds are processed for withdrawals after 60% of the semester. Fall and spring breaks are not included in the calculation of refund weeks. Note that Self-Government Association dues and the health insurance portion of the college fee are non-refundable.

The date the student began the withdrawal process by contacting the dean's office orally or in writing is considered the date of withdrawal for College refunds and for the return of Title IV funds. When a student continues to attend classes or other academically related activity after beginning the withdrawal process, the College may choose to use the student's last date of documented attendance at an academically related activity as the date of withdrawal. For a student who leaves the College without notifying the College of her intent to withdraw, the College normally uses the student's last date of documented attendance at an academically related activity as the date of withdrawal. If that date cannot be ascertained, the College will consider the midpoint of the enrollment period to be the date the student withdrew.

### **WHEN A STUDENT WITHDRAWS**

#### **Treatment of Title IV Federal Aid When a Student Withdraws**

This policy applies to all students receiving Federal Pell Grants, Federal Iraq and Afghanistan Service Grant, Federal Direct Stafford Loans, Federal PLUS Loans, Federal Supplemental Educational Opportunity Grants (FSEOG), Federal Perkins Loans, and in some cases, state grants.



When a recipient of Title IV Federal grant or loan assistance withdraws or takes a leave of absence from the College during the semester, the College must determine per a federal formula, the amount of federal aid that the student may retain as of the withdrawal date. Any federal aid that the student is eligible to receive, but which has not been disbursed, will be offered to the student as a post- withdrawal disbursement. Any federal aid the student is not eligible to receive according to the federal refund policy will be returned to the federal government.

The student is entitled to retain federal aid based on the percentage of the semester she has completed. As prescribed by the federal formula, the College calculates the percentage by dividing the total number of calendar days in the semester into the number of calendar days completed as of the withdrawal date. Fall and spring breaks are excluded as periods of nonattendance in the enrollment period. Once the student has completed more than 60% of the semester, she has earned all of the Title IV assistance scheduled for that period.

The amount of Title IV assistance not earned is calculated by determining the percentage of assistance earned and applying it to the total amount of grant and loan assistance that was disbursed. The amount the school must return is the lesser of:

- The unearned amount of Title IV assistance or
- The institutional charges incurred for the period of enrollment multiplied by the unearned percentage

The order of return of Title IV funds is:

- Unsubsidized Federal Direct Stafford Loans
- Subsidized Federal Direct Stafford Loans
- Federal Perkins Loans
- Federal PLUS Loans
- Federal Pell Grants
- Federal Iraq Afghanistan Service Grant
- Federal Supplemental Education Opportunity Grants (FSEOG)
- Other Title IV assistance

If the College has issued a refund of Title IV funds in excess of the amount the student has earned prior to the withdrawal date, the student is responsible for repaying the funds. Any amount of loan funds that the student (or the parent for a PLUS Loan) has not earned must be repaid in accordance with the terms of the promissory note, that is, the student (or parent for a PLUS Loan) must make scheduled payments to the holder of the loan over a period of time. Any amount of unearned grant funds is called an overpayment. The amount of a

grant overpayment that the student must repay is half of the unearned amount. The student must make arrangements with the College or the Department of Education to return the unearned grant funds. The calculation of Title IV Funds earned by the student has no relationship to the student's incurred charges. Therefore, the student may still owe funds to the College to cover unpaid institutional charges.

A leave of absence is treated as a withdrawal and a return of Title IV funds may be calculated. A student may take a leave of absence from school for not more than a total of 180 days in any 12-month period.

The calculation of the Title IV refund will be done by the office of student accounts.

### **DEADLINES FOR RETURNING TITLE IV FUNDS**

The amount of the refund allocated to the Federal Stafford Loan and Federal PLUS Program will be returned by the College to the Federal Department of Education within 60 days after the student's withdrawal dates, as determined by the school.

The amount of the refund allocated to Federal Pell Grant, Federal Iraq and Afghanistan Service Grant, Federal SEOG, and Federal Perkins will be returned by the College to the appropriate federal program accounts within 45 days of the date the student officially withdrew or was expelled, or within 45 days of the date the College determined that the student had unofficially withdrawn.

The amount of the refund, if any, allocated to the student will be paid within 45 days of the student's withdrawal date or, if the student withdrew unofficially, the date that the dean's office determined that the student withdrew.

### **TREATMENT OF COLLEGE GRANTS WHEN A STUDENT WITHDRAWS**

The amount of College grant funds a student will retain is based on the percentage of the period of enrollment completed.

### **TREATMENT OF STATE GRANTS WHEN A STUDENT WITHDRAWS**

The amount of the state grant funds a student will retain is based on the individual refund policy prescribed by the issuing state.

## **GRADUATE EMERGENCY FUND**

Bryn Mawr College has access to funds to support graduate students who are experiencing financial hardship due to an unanticipated event. A student is typically eligible to receive funding once per academic year. These funds do not need to be repaid and are distributed on a case-by-case basis. Funds will be made available as soon as possible and are generally limited to \$300.

Examples of such events might include, but are not limited to:

- Travel expenses due to a serious illness, death, or emergency in the student's immediate family
- Essential dental work or eyeglasses
- Unforeseen personal medical expenses
- Replacement of essential personal belongings due to fire, theft, or natural disaster
- Safety needs, such as winter clothing for students from warm climates

To be eligible for these funds, an individual must be a current graduate student in the Graduate School of Arts and Sciences (GSAS) or the Graduate School of Social Work and Social Research (GSSWSR) and be enrolled for the term in which funding is requested. The Graduate Emergency Fund is not used to cover charges from Bryn Mawr, or items already calculated in a student's financial aid cost of attendance (such as tuition, room and board and fees, and books). Because these emergency funds are limited, we also encourage students to pursue other institutional financial resources, including student loans before applying to receive funds. The amount given is determined by the need and subject to the availability of the funds.

## **SUMMARY OF DEGREE REQUIREMENTS**

The complete GSAS Academic Rules and degree regulations can be found in the GSAS Academic Rules, which fall under the oversight of the Graduate Council and were formerly referred to as the GSAS Faculty Rules. Please see the link below for the GSAS Academic Rules: [www.brynmawr.edu/gsas/about-school/policies-forms#Academic%20Rules](http://www.brynmawr.edu/gsas/about-school/policies-forms#Academic%20Rules)

A summary of requirements for the M.A. and Ph.D degrees can be found at: <https://www.brynmawr.edu/gsas/academics/completing-your-degree>

### **M.A. DEGREE**

All students admitted to the Graduate School of Arts and Sciences whose highest degree is a B.S. or B.A. are initially considered candidates for the M.A. degree. Departments may waive the M.A. requirement for students who received the M.A. from another institution or for those who are qualified to proceed directly to the Ph.D. degree. Students who are exempt from the requirement of the M.A. degree must still meet the M.A. skills requirements as part of their work toward the Ph.D.

All students must make a formal application to become a candidate for the M.A. degree. The application and the program of work approved by the Director of Graduate Studies in the candidate's home department and the faculty member(s) who supervise the M.A. work or the qualifying paper(s) must be submitted to the GSAS by the deadline communicated by the GSAS Office.

A minimum of six academic units is required for the M.A. degree. At least two units should consist of graduate seminar or course work. At most two units may be taken in the form of supervised independent work, and at most two units may be taken in upper-level undergraduate courses with supplementary work for graduate credit. At least two-thirds of the required units must be taken at Bryn Mawr College. At most one-third may be taken elsewhere under the auspices of Bryn Mawr College, through an approved Reciprocal Plan or similar approved arrangement. Lower-level courses may not be taken for graduate credit. No credit is given for continuing enrollment (CE).

Students are also required to complete the languages and special skills requirements set by their home department, a thesis or one or more qualifying papers, and a final examination.

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

After completing all other requirements, M.A. candidates must pass a final written and/or oral examination testing their ability to place the special field

of their thesis or paper(s) in a more general context. The examination shall be judged by faculty designated by the department, including, at a minimum, the two faculty members who were designated to read the candidate's paper(s).

Requirements for the M.A. degree are normally completed within two and three years of a student's initial enrollment. The work for the degree may be spread over several academic years which need not be in succession, but must be completed within a period of five years (60 months).

### **M.A. CHECKLIST**

1. 6 units of graduate credit
2. At least two graduate seminars or courses
3. No more than two undergraduate courses (taken for graduate credit)
4. No more than two courses taken at U Penn or elsewhere
5. Skills requirement(s) as required by the program
6. M.A. candidacy application approved by the Director of Graduate Studies and Dean
7. Thesis or one or more qualifying papers in special field, submitted and approved by two faculty members
8. Final examinations taken and passed

### **PH.D. DEGREE**

A minimum of three full years of graduate work or their equivalent as required for the completion of the M. A. degree is required for the Ph.D. degree. All requirements for the Ph.D. Degree must be completed within twelve years of admission into a graduate program of GSAS. Parental leave and leaves granted by the Dean for medical or other reasons do not count towards the twelve-year maximum. A request for an extension beyond the twelve-year limit may be made by the Dissertation Director to the Dean of Graduate Studies.

All students must complete at least twelve units of work, including the six required for the M.A. Up to four of the twelve units may be taken at the University of Pennsylvania or another institution with which Bryn Mawr has a reciprocal arrangement. Exceptions to the unit requirement must be recommended by the student's department and approved by the Graduate Council. All students must fulfill any foreign language and other skills requirements established by their program before applying and being accepted to Ph.D. candidacy before they can take the Preliminary Examinations.

A student's Ph.D. Supervising Committee is constituted when the application for Ph.D. candidacy is made. The Supervising Committee conducts the Preliminary Examinations, approves the dissertation, and conducts the Final Oral Examination (defense of dissertation).

The Preliminary Examinations test the student's command of several fields or areas of their discipline, and the student's power of organization and ability to apply knowledge to new problems. They are both written and oral, and must be completed within a single period of four or five weeks (exceptions to this format are described in the Academic Rules, page 15). Students must pass their Preliminary Examinations before the dissertation can be accepted.

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

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

The Final Oral Examination covers the general field(s) of the dissertation. At the end of the Final Examination, the Supervising Committee shall take two votes, one on the dissertation and one on the general quality of the examination. The vote on the dissertation shall be "Satisfactory"; "Satisfactory with minor revisions"; or "Unsatisfactory." The vote on the Final Examination is either "Satisfactory" or "Unsatisfactory." The vote shall be recorded on the student's Ph.D. application form and signed by the members of the Supervising Committee. In the case of a dissertation judged "Unsatisfactory" in its present form, the Supervising Committee shall inform the candidate in writing of the revisions necessary for reconsideration.

After a dissertation has been accepted, or accepted subject to the changes and revisions voted by the Supervising Committee, a perfect copy of the dissertation containing the required changes and revisions constitutes the Dissertation Final Version. The Final Version of the dissertation must be free of mechanical errors and should incorporate all suggestions for revision made by the Supervising Committee and must conform to the dissertation format guidelines accepted by the College. It must be approved by the Dissertation Director, evidenced by a signed "Certification of Final Version of Dissertation" form. The student must also sign this form. The Final Version must be deposited with the GSAS no later than four days before Commencement or by December 15 if the degree is to be conferred on December 31. No degree will be granted until the dissertation has been revised to conform to all the recommendations of the Supervising Committee and a perfect copy has been deposited. Guidelines for dissertation preparation and submission are posted on the GSAS website: [www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines](http://www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines)

At the time of the final deposit of the perfect copy of the dissertation to GSAS, prior to the conferral of the degree, the student creates an online account with ProQuest/ETD Administrator, uploads the dissertation and pays for the publication of the dissertation electronically through the ProQuest/ETD site. The dissertation is immediately released for publishing unless the student chooses an embargo option.

#### **PH.D. CHECKLIST**

1. 12 units of credit
2. No more than four courses taken at U Penn or elsewhere
3. Skills requirement(s) as required by the program and completed before Preliminary Examinations
4. Ph.D. candidacy applications are accepted twice a year after completing sufficient course work and skills requirements. Candidacy applications must be approved before Preliminary Examinations are taken (see academic calendar)
5. Preliminary Examinations taken and passed before acceptance of dissertation
6. Dissertation submitted to the GSAS for dissemination to the Supervising Committee
7. Final Oral Examination
8. Final Version of accepted dissertation submitted to the GSAS
9. Completion of all items on the Ph.D. Completion Checklist

#### **ACADEMIC DEADLINES**

The GSAS publishes an Academic Calendar that specifies important dates and deadlines for students and graduate advisors. It is found on the first pages of this handbook and can be found online at:

[www.brynmawr.edu/gsas/about-school/graduate-school-arts-sciences-calendar](http://www.brynmawr.edu/gsas/about-school/graduate-school-arts-sciences-calendar)

#### **LANGUAGES AND SPECIAL SKILLS REQUIREMENTS**

All candidates for the Ph.D. degree are required to demonstrate mastery of such foreign languages and/or special skills as are necessary to conduct research in the fields of their dissertations.

Departments shall determine which languages and/or skills they will require, and these requirements must be submitted to the Graduate Council for approval. Approved languages and/or skills requirements shall be publicly advertised by the GSAS to all candidates for admission and to all students currently enrolled.

Departments may not change their requirements without prior approval of the Graduate Council and sufficient notice to all prospective Ph.D. candidates. Mastery of required languages and/or skills must be demonstrated by written examinations or by course work. All languages and/or skills requirements must be met before candidates for the Ph.D. may take the Preliminary Examinations.

When one or more foreign languages are required, the language examination for the Ph.D. degree shall consist of two passages of 250-350 words each, chosen by the department, to be translated during a two-hour period. The use of a dictionary, either in print or electronic, may be permitted for the translation of either or both passages, at the discretion of the department. The examination shall be read by two members of the department. If considered marginal, then a member of the respective foreign language department may be consulted. The final decision will be made by the graduate department after discussion with the external reader.

At the department's discretion, a student whose native tongue is not English may offer English as one of the languages that may be required. The requirement in English may be satisfied by certification from the department that the candidate's English is adequate.

Except for the substitution of English as provided above, any exception to the stated languages and/or skills requirements of any department requires the approval of the Graduate Council.

## **M.A. AND PH.D. CANDIDACY**

M.A. and Ph.D. candidacy forms are completed online. The GSAS Office will send an inquiry to students regarding their academic plans for the upcoming academic year. If you plan to apply for M.A. or Ph.D. candidacy, please indicate your plan on the appropriate form. All parts of the candidacy form must be completed before the application will be accepted for review.

All students must make a formal application to become a candidate for the M.A. degree. The application and the program of work approved by the Director of Graduate Studies in the candidate's home department and the faculty member(s) who supervise the M.A. work or the qualifying paper(s) must be submitted to the GSAS by the deadline published on the website. The student shall be notified in writing of the Dean of Graduate Studies' decision concerning the application.

Students planning to take Preliminary examinations should apply the semester before the Prelims, so as to allow the GSAS office enough time to secure a chair for the Ph.D. supervising committee. See the GSAS Academic Calendar for deadlines.

Students may apply for Ph.D. candidacy as soon as they (1) have completed sufficient course work (as determined by the program Director of Graduate



Studies); (2) have an approved dissertation topic; (3) have identified a faculty member who will act as Dissertation Director; (4) have defined the fields of their Ph.D. Preliminary Examinations, in consultation with the Dissertation Director, the departmental Director of Graduate Studies, and the appropriate examiners. An outside chair for the Ph.D. supervising committee will be assigned by the Dean prior to scheduling the Preliminary Examinations.

In some programs, successful completion of the M.A. degree is required prior to applying for Ph.D. candidacy. If a student has completed a M.A. degree at another institution, the department may elect to waive the M.A. requirement.

To apply for candidacy, students must submit the appropriate Ph.D. candidacy form. The faculty members of the Ph.D. Supervising Committee as well as the areas of examination are specified on the Ph.D. Candidacy Application form. The form must be approved by either the faculty member who will be the Dissertation Director, if named, or by the Director of Graduate Studies in the program.

Once accepted as candidates for the Ph.D. degree, students must maintain continuous registration until the completion of all requirements for the degree, unless granted a leave of absence. Students who let their enrollment lapse will be withdrawn from their program.

## **PH.D. SUPERVISING COMMITTEE**

The Ph.D. Supervising Committee is constituted at the time of application for Ph.D. candidacy, (except for the chair and faculty members from other institutions.) The Supervising Committee must have at least five faculty members, including the Dissertation Director, three other Bryn Mawr faculty members, at least two of whom must be in the student's department or program, and the chair, who must be from a department or program other than the one in which the student is enrolled. Except for the chair, the Supervising Committee members are recommended by the Dissertation Director, and/or the program Director of Graduate Studies. Faculty members from other institutions may serve on Supervising Committees but must be invited to do so by the Dean. The Dissertation Director must contact the Dean to discuss the possibility of adding a faculty member from another institution prior to extending an invitation to the non-Bryn Mawr faculty member. The chair of the Supervising Committee is appointed by the Dean.

In order to allow time for the selection of a chair, students must apply for Ph.D. candidacy well in advance of the dates when they wish to take the Preliminary Examinations.

The role of the chair of the Ph.D. Supervising Committee is to be an impartial moderator at oral examinations, to insure that examinations are civil and

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

## **PH.D. PRELIMINARY EXAMINATIONS**

The purpose of the Ph.D. Preliminary Examinations is twofold: (1) to test the Ph.D. student's knowledge and mastery of subjects specified on the Ph.D. candidacy form, as exemplified by the candidate's command of several fields or areas, and (2) to examine the candidate's power of organization and ability to apply knowledge to new problems such as required to complete a satisfactory dissertation. Before taking the Preliminary Examinations, students must have completed such course work, language requirements, and special skills as deemed necessary by their department or program, and have completed a formal application for Ph.D. candidacy. The Preliminary Examinations must be completed before the dissertation is accepted.

Preliminary Examinations should be completed within a period of four weeks. When an oral examination is included, the period of examination may be extended to five weeks. No Preliminary Examinations are to be scheduled during the thirty days immediately preceding Commencement. Exceptions may be granted by the Dean of Graduate Studies, upon request of the Director of Graduate Studies or Dissertation Director in consultation with chair of the Supervising Committee.

The fields covered by the examinations will be established by the Director of Graduate Studies or Dissertation Director (if already named) in consultation with the members of the Supervising Committee. A list of the Ph.D. student's fields and the schedule of examinations approved by the Supervising Committee shall be filed by the Ph.D. student in advance in the GSAS Office. The Preliminary Examinations may include twelve to twenty hours of written examinations. Except for experimental or open book examinations, no one exam shall exceed four hours in length. An oral examination of one to two hours may be added at the option of the department.

Exceptions to the following preliminary exam procedures have been approved:

Chemistry: The Preliminary Examinations consist of one written examination focusing on an original research proposal on a topic outside their dissertation research, accompanied by a public presentation and

oral defense. A period of longer than five weeks is permitted because of the special form of these examinations.

**Mathematics:** A Ph.D. student in Mathematics may enter the Preliminary Examinations after demonstrating PROFICIENCY in three general principal areas of mathematics, which will typically have been shown through the student's regular graduate course work and through additional required work, if needed. In the Preliminary Examinations themselves, the Ph.D. student demonstrates ADVANCED PROFICIENCY in one or two topics as formulated by the student and their potential advisor and approved by the Department. The Preliminary Examinations consist of the following components: (1) the student will deliver a short course of 3-4 lectures (addressed to graduate students and faculty in mathematics); (2) for a written examination, the student will submit a written component (comprised of lecture notes and substantial responses to a set of prompts, which may be worked on, untimed, at any time over the first four weeks of the examination period); and (3) for an oral examination, the student will participate in a conversation with the Supervising Committee (for the committee to gain further clarification on prompts and responses and for the candidate to share additional knowledge).

**Physics:** The Preliminary Examinations consist of four four-hour examinations demonstrating proficiency in core areas of physics, and a one-hour oral examination on the proposed dissertation research. A period of longer than five weeks is permitted because of the special form of these examinations.

The result of the examinations is to be recorded in the following terms: "Satisfactory"; "Partially Satisfactory" — to be used when some portion of the examination is unsatisfactory; or "Unsatisfactory." The vote of the Supervising Committee shall be recorded on the candidate's Ph.D. application form and signed by the members of the committee. The committee shall state explicitly on the form when the Ph.D. student is to make up any deficiencies and whether by written examination or in some other manner approved by the committee, as appropriate to the seriousness of the deficiency. All deficiencies must be made up before the Ph.D. student may submit the dissertation as a Ph.D. candidate. If the result is "Unsatisfactory," the Ph.D. student may be refused permission to continue work for the Ph.D. degree and excluded from the program, or may be asked to retake the Preliminary Examinations. No Ph.D. student may be permitted to retake the Preliminary Examinations more than once. Preliminary Examinations must be passed satisfactorily within one year of the first written examination. In such unusual circumstances as serious illness, exceptions to this rule may be granted by the Dean of Graduate Studies. If after this time, a

student has remaining unsatisfactory performances in any area of the preliminary examinations, he/she may not proceed to complete the degree.

If there is a difference in opinion in the Supervising Committee, the majority vote shall be decisive. The vote of the dissenting members shall be recorded on the Ph.D. student's Record of Preliminary Exam Completion form, and they may file a minority report.

After the Supervising Committee has voted, at the conclusion of the oral examination, the chair should inform the Ph.D. student of the decision. When the Preliminary Examinations do not conclude with an oral, the vote on the completed Preliminary Examinations shall be determined expeditiously, at a meeting of the full Supervising Committee. In either case, the chair of the Supervising Committee shall return the Record of Preliminary Exam Completion form including the signatures of the members of the Supervising Committee to the GSAS Office. The Dean of Graduate Studies shall send a written statement of the decisions of the Supervising Committee to the Ph.D. student.

## **DISSERTATION**

The dissertation is the Ph.D. candidate's written document that presents the results of the candidate's independent research in the field of the major subject. It must contain original material, results, or interpretations, and be adjudged suitable for publication. The dissertation must include an abstract of no more than 350 words and be accompanied by a vita. The dissertation shall conform to the "GSAS dissertation format guidelines" available on the GSAS website.

After the Dissertation Director approves the submission of the dissertation to the Ph.D. Supervising Committee and by the dissertation submission deadline, the Ph.D. candidate should submit their dissertation and a separate vita to the GSAS office by completing the online Pre-defense Dissertation Submission Form that requires downloadable links on the College's official file sharing system for the PDF files of the dissertation and vita. The Ph.D. candidate should provide a paper copy of the dissertation and vita for any member of the Supervising Committee who prefers a physical copy. The GSAS office will distribute the submitted dissertation to all members of the Ph.D. Supervising Committee and the LITS staff member, who oversees dissertation formatting, for preliminary format review.

By the day of dissertation submission, the Dissertation Director should email the other members of the Ph.D. Supervising Committee and the GSAS office a PDF file of a confidential recommendation letter addressed to the Ph.D. committee members. This letter should include brief critical comments and a recommendation for dissertation acceptance.

In graduate programs within the Graduate Group in Archaeology, Classics and History of Art (GGACHA), the pre-defense dissertation shall be submitted at least six weeks before the proposed defense date and no later than 45 days prior to the end of classes of the semester in which the candidate expects to complete the work for the degree. In graduate programs within the Graduate Group in Science and Mathematics (GGSM), the pre-defense dissertation shall be submitted at least three weeks before the proposed defense date and no later than 25 days prior to the end of the semester no later than 25 days prior to the end of classes of the semester in which the candidate expects to complete the work for the degree.

By GSAS Academic Rule, no member of the faculty shall be obligated to read, or advise in connection with, a dissertation at any time except during the academic year.

## **FINAL EXAMINATION**

The Final Examination is an oral exam devoted to the dissertation and the general fields covered by the dissertation. It shall be conducted by the Supervising Committee and shall be not less than one hour in length, nor more than three. The Final Examination shall be open to any member of the faculty who wishes to attend.

If any part of the Preliminary Examinations has been taken more than five years (60 months) before the Final Examination, the Final Examination must be both written and oral and must cover one of the general fields or areas offered for the Preliminary Examinations. In this case, the Supervising Committee shall read the written examinations promptly. A waiver of this requirement, the “60-month rule”, may be requested by the Dissertation Director from the Dean of Graduate Studies when there is sufficient evidence of continued engagement in the candidate’s field, such as by publishing scholarly works or employment in the field.

Final Examinations may not be set later than the fourteenth day before Commencement or no later than the Friday before the last week of classes in semester I, if a December degree is to be conferred.

At the end of the Final Examination, the Supervising Committee shall take two votes, one on the dissertation and one on the general quality of the examination. The vote on the dissertation shall be “Satisfactory”; “Satisfactory with minor revisions”; or “Unsatisfactory.” The vote shall be recorded on the student’s Ph.D. application form and signed by the members of the Supervising Committee. In the case of a dissertation judged “Unsatisfactory” in its present form, the Supervising Committee shall inform the candidate in writing of the revisions necessary for a reconsideration.

If, after full discussion, more than one member of the Supervising Committee dissents from the opinion of the majority, the question shall be referred to the Graduate Council. There shall be a report from the Supervising Committee to the Dean of Graduate Studies, who shall bring it to the Graduate Council. Another member of the faculty or, by arrangement with the Dean of Graduate Studies, a scholar not connected with the College who is especially competent in the field may be called in.

The vote on the Final Examination is either “Satisfactory” or “Unsatisfactory.” If the examination is satisfactory, the candidate shall be informed of the result by the Supervising Committee. If the examination is unsatisfactory, the Dissertation Director shall inform the candidate. The vote shall be recorded on the candidate’s Ph.D. application form and signed by the members of the Supervising Committee. Notification of action on both the dissertation and Final Examination shall be sent to the candidate in writing by the Dean of Graduate Studies.

The chair of the Supervising Committee shall discuss with the candidate and the Dissertation Director at the Final Examination the proposed form of publication of the dissertation.

## **DEPOSIT AND PUBLICATION OF THE DISSERTATION**

After a dissertation has been accepted, or accepted subject to the changes and revisions voted by the Supervising Committee, a perfect copy of the dissertation containing the required changes and revisions constitutes the Dissertation Final Version. The Final Version of the dissertation must be free of mechanical errors and should incorporate all suggestions for revision made by the Supervising Committee and must conform to the dissertation format guidelines accepted by the College. It must be approved by the Dissertation Director, evidenced by a signed “Certification of Final Version of Dissertation” form. The student must also sign this form. The Final Version must be deposited with the GSAS no later than four days before Commencement or by December 15 if the degree is to be conferred on December 31. No degree will be granted until the dissertation has been revised to conform to all the recommendations of the Supervising Committee and a perfect copy has been deposited. Guidelines for dissertation preparation and submission are posted on the GSAS website: [www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines](http://www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines)

A digital copy of the final version of the dissertation must be uploaded to the Bryn Mawr College Open Access server. An embargo period of 2 years may be requested.

The dissertation must be published according to one of the plans listed below, to be approved by the Dissertation Director and by the chair of the Supervising Committee.

#### Electronic Submission to proQuest/ETD Administrator

At the time of the final deposit of the perfect copy of the dissertation to GSAS, prior to the conferral of the degree, the student creates an online account with ProQuest/ETD Administrator, uploads the dissertation and pays for the publication of the dissertation electronically through the ProQuest/ETD site. The dissertation is immediately released for publishing unless the student chooses an embargo option.

### **PUBLICATION IN FULL OR IN SUBSTANTIAL PART**

Electronic submission of the dissertation to ProQuest/ETD Administrator may be waived entirely if, prior to the conferral of the degree, or prior to the end of the two-year holding period, the candidate presents evidence (such as a letter from a publisher accepting the dissertation for publication) of a completed arrangement for the publication of the dissertation in substantial part or in full in a scholarly journal.

At the Time of Publication: If the candidate publishes in a printed work, book, or journal article, two copies shall be deposited with the College. If the candidate publishes electronically, one copy of the file must be deposited with the College. In any of the above cases the publication should include a statement that the study is a dissertation or part of a dissertation accepted by Bryn Mawr College. In exceptional cases, to be approved by the Graduate Council, this statement may be omitted.

### **A.B./M.A. COMBINED DEGREE**

Students in the combined A.B./M.A. program are considered undergraduates with respect to tuition, financial support, housing, organized student activities, the honor code, and primary advising until the end of four years of study. In the fifth and any subsequent years they are considered graduate students, subject to all GSAS regulations and required to pay GSAS tuition and fees. Students who complete the requirements for the A.B. at the end of Semester I of their senior year may still be regarded as undergraduates for the purposes of financial support, housing, etc. until the end of the following semester, that is, until the end of their senior year.

A.B./M.A. students may “double-count” 2 units of credit at the 300-level or higher toward both degrees. Otherwise, they must fulfill all of the M.A. requirements described above in section A. The four additional required units may be 300-level courses taken for graduate credit or graduate seminars taken at Bryn Mawr or, if the student is in the French program, at the Institut d’Études Françaises d’Avignon.

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

The work plan that is approved when students are admitted to the A.B./M.A. program is considered binding. Students who deviate from the work plan must inform the GSAS immediately and ascertain that the change of plan will provide the necessary credits toward the M.A.

Undergraduates are not normally permitted to take more than two units of graduate work during the junior year, or to take more than four courses per semester when one of them is a graduate course. Exceptions to these policies must be approved by the student’s major department and by the Undergraduate Dean.

A.B./M.A. candidates should register for both undergraduate and graduate courses through BIONIC. Graduate courses are graded “S” and “U” and by written evaluation by the instructor. Copies of all evaluations of graduate course work and independent study counted toward the M.A. are kept in the student’s file in the GSAS office. No graduate credit can be given for courses for which such a written evaluation has not been submitted.



## DEPARTMENTS AND DEGREE PROGRAMS

### CHEMISTRY

#### FACULTY AND STAFF

Michelle M. Francl, *Frank B. Mallory Professor*

Computational and theoretical chemistry

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Jonas Goldsmith, *Associate Professor and Chair*

Electrochemistry, photochemistry, inorganic chemistry

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Olga Karagiari, *Senior Lecturer and Director,*

*Summer Science Research Program*

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Biological chemistry, structural biology

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William Malachowski, *Barbara Ramsey 1965 and Robert Ramsay Professor*

Synthetic, organic, and medicinal chemistry

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Patrick R. Melvin, *Assistant Professor*

Organic and Organometallic Methodology

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Ashlee Plummer-Medeiros, *Assistant Professor and Director of Graduate Studies*

Biological Chemistry

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Lisa Watkins, *Senior Lecturer*

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Andrew Gallagher, *Academic Administrative Assistant*

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Kimberly O'Connell, *Financial Administrative Assistant*

Biology, Chemistry, and Geology

Park 291; (610) 526-7374; koconnel@brynmawr.edu

## **CHEMISTRY DEGREE REQUIREMENTS**

### **FOR THE M.A.:**

- At least six units of work
- At least four units must be graduate courses or seminars
- A maximum of two units may be units of supervised work (USWs)
- Up to two units may be 300-level undergraduate courses with supplemental work for graduate level credit. Approval of the instructor and the Director of Graduate Studies is required.
- Satisfactory performance on the 2nd year proficiency exam

### **APPLICATION TO M.A. CANDIDACY:**

Typically, students apply for M.A. candidacy at the same time that they register for the fourth semester, in order to obtain the M.A. degree at the end of their fourth semester. This is done in consultation with the program Director of Graduate Studies.

### **QUALIFYING PAPERS OR M.A. THESIS:**

Must be read and approved by at least two faculty members of the student's program, or by one faculty member of the student's program and by one faculty member of an allied program or department.

### **ORAL DEFENSE OF THE M.A. THESIS:**

Must be taken after all course work, the thesis, and any skill requirements have been completed.

- Tests the ability to place the special field of the thesis in a more general background and may be written (4-6 hours) or oral (at least one hour), or both
- Typically scheduled the first week of May for a May degree or the first week of December for the December degree

### **TIME TO DEGREE:**

Typically, the M.A. is obtained within 24 months of the student's enrollment in the GSAS. The GSAS Academic Rules specify that the maximum amount of time allowed to obtain the M.A. degree is 60 months.

### **FOR THE PH.D.:**

Units of Work:

- At least twelve units of work. The required twelve includes six from the M.A. degree.
- A maximum of four units may be taken at the University of Pennsylvania under the reciprocal program

**APPLICATION TO PH.D. CANDIDACY:**

The application is required in order to take the Preliminary Exams.

- The application to Ph.D. candidacy can be made as soon as sufficient coursework (as determined by the program Director of Graduate Studies or Chair) has been completed
- Requires a Dissertation Director
- The program appoints a Ph.D. Supervising Committee, comprising the Dissertation Director and three other faculty members
- The Dean of Graduate Studies appoints the Supervising Committee Chair (a faculty member from outside the student's home program)
- Preliminary Examinations:
  - Must be taken before the dissertation is submitted
  - Can be taken as soon as the program skills requirements have been fulfilled
  - The Preliminary Examinations consist of one written examination focusing on an original research proposal on a topic outside their dissertation research, accompanied by a public presentation and oral defense
  - A period of longer than five weeks is permitted because of the special form of these examinations

**DISSERTATION:**

- The pre-defense dissertation shall be submitted at least three weeks before the proposed defense date and no later than 25 days prior to the end of classes in which the candidate expects to complete the work for the degree
- Dissertation Format and Guidelines can be found here: [www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines](http://www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines)
- Must be accompanied by a letter from the Dissertation Director, recommending the dissertation to the Ph.D. Supervising Committee
- Must include an abstract
- Must include a vita page

**ORAL DEFENSE OF THE PH.D. DISSERTATION:**

- This examination consists of a public presentation and oral defense
- If more than 60 months have elapsed since the candidate's first Preliminary Examination, the final exam must include written and oral re-testing on one of the Preliminary exam fields

- See Guidelines for Outside Chair and Committee Members and the Ph.D. Completion Checklist, here:  
[www.brynmawr.edu/gsas/about-school/policies-forms](http://www.brynmawr.edu/gsas/about-school/policies-forms)

## **CHEMISTRY GRADUATE COURSES**

### **CHEM B511 Advanced Organic Chemistry I**

Not offered 2024-25

A survey of the methods and concepts used in the synthesis of complex organic molecules. Lecture three hours a week.

### **CHEM B515 Topics in Organic Chemistry**

Spring 2025

This is a topics course. Topics may vary. Prerequisite: CHEM B242 or permission of instructor.

Counts Toward Biochemistry Molecular Biology

### **CHEM B532 Advanced Inorganic Chemistry**

Not offered 2024-25

This is a topics course covering topics in advanced inorganic chemistry. Prerequisites: CHEM 231 and 242 or permission of the instructor.

### **CHEM B534 Organometallic Chemistry**

Fall 2024

Fundamental concepts in organometallic chemistry, including structure and bonding, reaction types, and catalysis, and applications to current problems in organic synthesis. Lecture three hours a week. Course is open to graduate students and those undergraduates with CHEM 212 and CHEM B231 or permission from the instructor.

### **CHEM B535 Inorganic Seminar: Group Theory**

Not offered 2024-25

Fundamental concepts of mathematical groups, their derivation and their application to problems in bonding, spectroscopy and chemical reactivity.

### **CHEM B545 Advanced Biological Chemistry**

Fall 2024

This is a topics course. Topics vary. Prerequisite: Any course in Biochemistry.

### **CHEM B577 Biochemistry II: Biochemical Pathways and Metabolism**

Spring 2025

This course is a continuation of CHEM B242 or BIOL B375. Biochemical pathways involved in cellular metabolism will be explored in molecular detail. Energy producing, degradation, and biosynthetic pathways involving sugars, fats, amino acids, and nucleotides will be discussed with an emphasis on structures and

mechanisms, experimental methods, regulation, and integration. Additional topics, drawn from the primary research literature, may be covered. Readings will be drawn from textbooks and from the primary literature and assessments may include oral presentations, problem sets, written examinations, and writing assignments. This is a second course in Biochemistry and assumes a strong foundation in the fundamentals of Biochemistry. Prerequisite: BIO 375 or CHEM 375, or permission of instructor.

### **CHEM B701 Supervised Work**

Fall 2024, Spring 2025

## **MATHEMATICS**

### **FACULTY AND STAFF**

Leslie Cheng, *Professor*

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Dynamical systems, ergodic theory, differential geometry  
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Erica Graham, *Associate Professor*

Applied mathematics, mathematical biology, and mathematical physiology  
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## **MATHEMATICS DEGREE REQUIREMENTS**

Although it is not required, we recommend that students first complete an M.A. degree, before continuing on to the Ph.D.

### **FOR THE M.A.:**

- At least six units of work
- At least two units must be graduate courses or seminars
- A maximum of two units may be units of supervised work (USWs)
- Up to two units may be 300-level undergraduate courses with supplemental work for graduate level credit. Approval of the instructor and the program Director of Graduate Studies is required

### **APPLICATION TO M.A. CANDIDACY:**

Typically, students apply for M.A. candidacy at the same time that they register for the fourth semester, in order to obtain the M.A. degree at the end of their fourth semester. This is done in consultation with the program Director of Graduate Studies.

### **QUALIFYING PAPERS OR M.A. THESIS:**

Must be read and approved by at least two faculty members of the student's program, or by one faculty member of the student's program and by one faculty member of an allied program or department.

### **FINAL EXAMINATION:**

- Must be taken after all course work, the thesis, and any skill requirements have been completed.
- Oral examination in the area of the thesis
- Typically scheduled the first week of May for a May degree or the first week of December for the December degree

### **TIME TO DEGREE:**

Typically, the M.A. is obtained within 24 months of the student's enrollment in the GSAS. The GSAS Academic Rules specify that the maximum amount of time allowed to obtain the M.A. degree is 60 months.

**FOR THE PH.D.:**

## Units of Work:

- At least twelve units of work. The required twelve includes six from the MA degree
- A maximum of four units may be taken at the University of Pennsylvania under the reciprocal program

**APPLICATION TO PH.D. CANDIDACY:**

- The application is required in order to take the Preliminary Exams
- The application to Ph.D. candidacy can be made as soon as sufficient coursework (as determined by the program Director of Graduate Studies or Chair) has been completed
- Requires a Dissertation Director
- The program appoints a Ph.D. Supervising Committee, comprising the Dissertation Director and three other faculty members
- The Dean of Graduate Studies appoints the Supervising Committee Chair (a faculty member from outside the student's home program) and is subject to the approval of the Graduate Council

**PRELIMINARY EXAMINATIONS:**

- Must be taken before the dissertation is submitted
- Can be taken as soon as the program skills requirements have been fulfilled
- The Preliminary Examinations consist of the following components:
  - (1) the student will deliver a short course of 3-4 lectures (addressed to graduate students and faculty in mathematics)
  - (2) for a written examination, the student will submit a written component (comprised of lecture notes and substantial responses to a set of prompts, which may be worked on, untimed, at any time over the first four weeks of the examination period)
  - (3) for an oral examination, the student will participate in a conversation with the Supervising Committee (for the committee to gain further clarification on prompts and responses and for the candidate to share additional knowledge).

### **DISSERTATION:**

- The pre-defense dissertation shall be submitted at least three weeks before the proposed defense date and no later than 25 days prior to the end of classes of the semester in which the candidate expects to complete the work for the degree
- Dissertation Format and Guidelines can be found here: [www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines](http://www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines)
- Must be accompanied by a letter from the Dissertation Director, recommending the dissertation to the Ph.D. Supervising Committee
- Must include an abstract
- Must include a vita page

### **FINAL EXAMINATION:**

- Is an oral examination on the dissertation
- If more than 60 months have elapsed since the candidate's first Preliminary Examination, the final exam must include written and oral re-testing on one of the Preliminary exam fields
- See Guidelines for Outside Chair and Committee Members and PhD Completion Checklist, here: [www.brynmawr.edu/gsas/about-school/policies-forms](http://www.brynmawr.edu/gsas/about-school/policies-forms)

## **MATHEMATICS GRADUATE COURSES**

### **MATH B501 Graduate Real Analysis I**

Spring 2025

In this course we will study the theory of measure and integration. Topics will include Lebesgue measure, measurable functions, the Lebesgue integral, the Riemann-Stieltjes integral, complex measures, differentiation of measures, product measures, and  $L_p$  spaces.

### **MATH B502 Graduate Real Analysis II**

Not offered 2024-25

This course is a continuation of Math 501.

### **MATH B503 Graduate Algebra I**

Not offered 2024-25

This is the first course in a two course sequence providing a standard introduction to algebra at the graduate level. Topics in the first semester will include categories, groups, rings, modules, and linear algebra.



**MATH B504 Graduate Algebra II**

Not offered 2024-25

This course is a continuation of Math 503, the two courses providing a standard introduction to algebra at the graduate level. Topics in the second semester will include linear algebra, fields, Galois theory, and advanced group theory. Prerequisite: MATH B503.

**MATH B512 General Topology**

Fall 2024

This course covers the basic notions of point set topology, with an introduction to algebraic and geometric topology. Topics covered include topological spaces, continuity, compactness, connectedness, quotient spaces, the fundamental group and covering spaces, and the classification of surfaces.

**MATH B522 Complex Analysis**

Not offered 2024-25

This course covers the basic notions of complex analysis. Topics covered include analytic functions, Cauchy's theorem, the calculus of residues, conformal mappings, Riemann mapping theorem and Picard's little theorem.

**MATH B525 Algebraic Topology**

Not offered 2024-25

This course covers the basic notions of algebraic topology. Topics covered include homology theory, cohomology theory, duality on manifolds, and an introduction to homotopy theory.

**MATH B530 Differential Topology**

Not offered 2024-25

This course covers the basic notions of differential topology. Topics covered include smooth manifolds, smooth maps, differential forms, and integration on manifolds.

**MATH B701 Supervised Work**

Fall 2024, Spring 2025

**MATH B702 Research Seminar**

Fall 2024, Spring 2025

## PHYSICS

### FACULTY AND STAFF

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Xuemei May Cheng, *Dean of Graduate Studies and*

*Rachel C. Hale Professor in the Sciences and Mathematics*

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Michael W. Noel, *Marion Reilly Professor*

Atomic, molecular and optical physics

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Asja Radja, *Assistant Professor*

Biophysics and pattern formation

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David A. Schaffner, *Associate Professor and Chair*

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Michael B. Schulz, *Associate Professor and Director of Graduate Studies*

*Theoretical physics: string theory, applications to quantum field theory*

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### PHYSICS DEGREE REQUIREMENTS

Although it is not required, many students first complete an M.A. degree, before continuing on to the Ph.D.

#### FOR THE M.A.:

- At least six units of work
- At least two units must be graduate courses or seminars
- A maximum of two units may be units of supervised work (USWs)
- Up to two units may be 300-level undergraduate courses with supplemental work for graduate level credit. Approval of the instructor and the Director of Graduate Studies is required
- Mandatory attendance at colloquia and journal clubs

#### APPLICATION TO M.A. CANDIDACY:

Typically, students apply for M.A. candidacy at the same time that they register for the fourth semester, in order to obtain the M.A. degree at the end of their fourth semester. This is done in consultation with the program Director of Graduate Studies.

**QUALIFYING PAPERS OR M.A. THESIS:**

Must be read and approved by at least two faculty members of the student's program, or by one faculty member of the student's program and by one faculty member of an allied program or department.

**FINAL EXAMINATION:**

- Must be taken after all course work, the thesis, and any skill requirements have been completed.
- Oral examination in the area of the thesis
- Typically scheduled the first week of May for a May degree or the first week of December for the December degree

**TIME TO DEGREE:**

Typically, the M.A. is obtained within 24 months of the student's enrollment in the GSAS. The GSAS Academic Rules specify that the maximum amount of time allowed to obtain the M.A. degree is 60 months.

**FOR THE PH.D.:****UNITS OF WORK:**

- At least twelve units of work. The required twelve includes six from the MA degree
- A maximum of four units may be taken at the University of Pennsylvania under the reciprocal program

**APPLICATION TO PH.D. CANDIDACY:**

- The application is required in order to take the Preliminary Exams
- The application to Ph.D. candidacy can be made as soon as sufficient coursework (as determined by the program Director of Graduate Studies or Chair) has been completed Requires a Dissertation Director
- The program appoints a Ph.D. Supervising Committee, comprising the Dissertation Director and three other faculty members
- The Dean of Graduate Studies appoints the Supervising Committee Chair (a faculty member from outside the student's home program) and is subject to the approval of the Graduate Council

**PRELIMINARY EXAMINATIONS:**

- Must be taken before the dissertation is submitted
- Consist of four four-hour written examinations demonstrating proficiency in core areas of physics, and a one-hour oral examination on the proposed dissertation research
- A period of longer than five weeks is permitted because of the special form of these examinations

## **DISSERTATION:**

- The pre-defense dissertation shall be submitted at least three weeks before the proposed defense date and no later than 25 days prior to the end of classes of the semester in which the candidate expects to complete the work for the degree
- Dissertation Format and Guidelines can be found here:  
<https://www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines>
- Must be accompanied by a letter from the Dissertation Director, recommending the dissertation to the Ph.D. Supervising Committee
- Must include an abstract
- Must include a vita page

## **FINAL EXAMINATION:**

- Is an oral examination on the dissertation
- If more than 60 months have elapsed since the candidate's first Preliminary Examination, the final exam must include written and oral re-testing on one of the Preliminary exam fields
- See Guidelines for Outside Chair and Committee Members and Ph.D. Completion Checklist, here:  
[www.brynmawr.edu/gsas/about-school/policies-forms](http://www.brynmawr.edu/gsas/about-school/policies-forms)

## **PHYSICS GRADUATE COURSES**

### **PHYS B501 Quantum Mechanics I**

Not offered 2024-25

This course is the first semester of a year-long standard sequence on quantum mechanics. The year-long course will cover: the mathematical formulation of quantum mechanics, quantum dynamics, the theory of angular momentum, symmetry in quantum mechanics, approximation methods, identical particles, scattering theory, relativistic quantum mechanics. This course is taught in a seminar format, in which students are responsible for presenting much of the course material in class meetings.

### **PHYS B502 Quantum Mechanics II**

Not offered 2024-25

This course is the second semester of a year-long standard sequence on quantum mechanics. The year-long course will cover: the mathematical formulation of quantum mechanics, quantum dynamics, the theory of angular momentum, symmetry in quantum mechanics, approximation methods, identical particles, scattering theory, relativistic quantum mechanics. This course is taught in a seminar format, in which students are responsible for presenting much of the course material in class meetings.

### **PHYS B503 Electromagnetic Theory I**

Not offered 2024-25

This course is the first semester of a year-long standard sequence on electromagnetism. This semester begins with topics in electrostatics, including Coulomb's and Gauss's Laws, Green functions, the method of images, expansions in orthogonal functions, boundary-value problems, and dielectric materials. The focus then shifts to magnetic phenomena, including the magnetic fields of localized currents, boundary-value problems in magnetostatics, and the interactions of fields and magnetic materials. The last portion of the course treats Maxwell's equations, transformation properties of electromagnetic fields, electromagnetic waves and their propagation and, time permitting, the basics of waveguides. This course is taught in a seminar format, in which students are responsible for presenting much of the course material in class meetings.

### **PHYS B504 Electromagnetic Theory II**

Not offered 2024-25

This course is the second semester of a two semester graduate level sequence on electromagnetic theory. Topics include electromagnetic radiation, multiple fields, scattering and diffraction theory, special relativity, Lagrangian and Hamiltonian descriptions, radiation from point particle motion, Lienard-Wiechert potentials, classical electron theory and radiation reaction. Additional topics may be included at the discretion of the instructor. This course is taught in a seminar format, in which students are responsible for presenting much of the course material in class meetings. Prerequisite: PHYS 503

### **PHYS B505 Classical Mechanics I**

Spring 2025

This course will cover mechanics topics familiar from the undergraduate curriculum, but from deeper theoretical and mathematical perspectives. Topics will include Lagrange & Hamilton methods, the central force problem, rigid body motion, oscillations, and canonical transformations. Time permitting, other topics that might be explored include chaos theory, special relativity, and the application of Lagrangian and Hamiltonian methods to continuous systems. This course is taught in a seminar format, in which students are responsible for presenting much of the course material in class meetings.

### **PHYS B507 Statistical Mechanics I**

Not offered 2024-25

Review of Thermodynamics; Equilibrium statistical mechanics -- microcanonical and canonical ensembles; Ideal gases, photons, electrons in metals; Phase transitions; Monte Carlo techniques; Classical fluids, Non-equilibrium statistical mechanics.

### **PHYS B701 Supervised Work**

Fall 2024, Spring 2025

Supervised Research

## **CLASSICAL AND NEAR EASTERN ARCHAEOLOGY**

### **FACULTY AND STAFF**

Jennie Bradbury, *Assistant Professor and Co-Chair; Director of Graduate Studies*  
Prehistory of the ancient Near East; survey methodologies; mortuary ritual; GIS  
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Astrid Lindenlauf, *Associate Professor and Co-Chair*  
Classical art and archaeology; practices of disposal and recycling; fortifications  
and urban development; intellectual history of archaeology  
Old Library 228, (610) 526-5640; alindenlau@brynmawr.edu

Rocco Palermo, *Assistant Professor*  
South-West Asia from Iron Age to Roman Period; Ancient Empires; Landscape  
Archaeology; Digital Archaeology; GIS  
Old Library 216; (610) 526-5385; rpalermo@brynmawr.edu

Wu Xin, *Assistant Professor*  
Achaemenid Empire; Central Asian Art and Archaeology; Cultural interactions  
between the East and West  
Old Library 233; (610) 526-5345; wxin1@brynmawr.edu

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### **CLASSICAL AND NEAR EASTERN ARCHAEOLOGY DEGREE REQUIREMENTS FOR THE M.A.:**

- At least six units of work
- At least two units must be graduate courses or seminars
- A maximum of two units may be units of supervised work (USWs)
- Up to two units may be 300-level undergraduate courses with supplemental work for graduate level credit. Approval of the instructor and the program Director of Graduate Studies is required
- Reading proficiency in a modern language (typically German and French, tested by examination; must pass one modern language exam prior to the completion of their master's level work)

### **APPLICATION TO M.A. CANDIDACY:**

Typically, students apply for M.A. candidacy at the same time that they register for the fourth semester, in order to obtain the M.A. degree at the end of their fourth semester. This is done in consultation with the program Director of Graduate Studies.

**QUALIFYING PAPERS OR M.A. THESIS:**

Must be read and approved by at least two faculty members of the student's program, or by one faculty member of the student's program and by one faculty member of an allied program or department.

**FINAL EXAMINATION:**

- Must be taken after all course work, the thesis, and any skill requirements have been completed
- Oral examination(s) in the area of the thesis/qualifying papers
- Typically scheduled the first week of May for a May degree or the first week of December for the December degree

**TIME TO DEGREE:**

Typically, the M.A. is obtained within 24 months of the student's enrollment in the GSAS. GSAS Academic Rules specify that the maximum amount of time allowed to obtain the M.A. degree is 60 months. It is strongly encouraged that students enrolled in the Ph.D. program complete their second required language exam prior to completion of their M.A. In consultation with the Department, however, they may choose to take it whilst working on their preliminary exams (i.e., usually during their third year). Passing grades in both language exams are required by the time a student becomes a Ph.D. Candidate (i.e., successfully passes their preliminary exams). The language exams are normally taken in French and German, but other languages can be accepted with the approval of the Department.

**FOR THE PH.D.:**

Units of Work:

- At least twelve units of work. The required twelve includes six from the M.A. degree
- A maximum of four units may be taken at the University of Pennsylvania under the reciprocal program
- Successful completion of graduate-level coursework in one ancient language

**APPLICATION TO PH.D. CANDIDACY:**

- The application is required to take the Preliminary Exams
- The application to Ph.D. candidacy can be made as soon as sufficient coursework (as determined by the program Director of Graduate Studies or Chair) has been completed

- Requires a Dissertation Director
- The program appoints a Ph.D. Supervising Committee, comprising the Dissertation Director and three other faculty members
- The Dean of Graduate Studies appoints the Supervising Committee Chair (a faculty member from outside the student's home program) and is subject to the approval of the Graduate Council

#### **PRELIMINARY EXAMINATIONS:**

- Must be taken before the dissertation is submitted
- Can be taken as soon as the program skills requirements have been fulfilled
- The Preliminary Examinations consist of four, four-hour written exams and one oral examination
- The exams must be completed within a period of five weeks
- See Preliminary Exam Guidelines

#### **DISSERTATION:**

- The pre-defense dissertation shall be submitted at least six weeks before the proposed defense date and no later than 45 days prior to the end of classes of the semester in which the candidate expects to complete the work for the degree
- Dissertation Format and Guidelines can be found here: [www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines](http://www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines)
- Must be accompanied by a letter from the Dissertation Director, recommending the dissertation to the Ph.D. Supervising Committee
- Must include an abstract
- Must include a vita page

#### **FINAL EXAMINATION:**

- Is an oral examination on the dissertation
- If more than 60 months have elapsed since the candidate's first Preliminary Examination, the final exam must include written and oral re-testing on one of the Preliminary exam fields
- See Guidelines for Outside Chair and Committee Members and Ph.D. Completion Checklist, here: [www.brynmawr.edu/gsas/about-school/policies-forms](http://www.brynmawr.edu/gsas/about-school/policies-forms)



## **CLASSICAL AND NEAR EASTERN ARCHAEOLOGY GRADUATE COURSES**

### **ARCH B501 Greek Vase Painting**

Not offered 2024-25

This course is an introduction to the world of painted pottery of the Greek world, from the 10th to the 4th centuries B.C.E. We will interpret these images from an art-historical and socio-economic viewpoint. We will also explore how these images relate to other forms of representation. Prerequisite: one course in classical archaeology or permission of instructor.

### **ARCH B504 Archaeology of Greek Religion**

Not offered 2024-25

This course approaches the topic of ancient Greek religion by focusing on surviving archaeological, architectural, epigraphical, artistic and literary evidence that dates from the Archaic and Classical periods. By examining a wealth of diverse evidence that ranges, for example, from temple architecture, and feasting and banqueting equipment to inscriptions, statues, vase paintings, and descriptive texts, the course enables the participants to analyze the value and complexity of the archaeology of Greek religion and to recognize its significance for the reconstruction of daily life in ancient Greece. Special emphasis is placed on subjects such as the duties of priests and priestesses, the violence of animal sacrifice, the function of cult statues and votive offerings and also the important position of festivals and hero and mystery cults in ancient Greek religious thought and experience.

### **ARCH B508 Ceramic Analysis**

Not offered 2024-25

Pottery is one of the most common artifacts recovered during archaeological excavation. It is fundamental for reconstructing human behavior in the past and establishing the relative chronology of archaeological sites. This course focuses on the myriad of ways archaeologists study ceramics including the theories, methods, and techniques that bridge the gap between, on the one hand, the identification and description of pottery and, on the other, its analysis and interpretation. Topics covered include typology, seriation, production, function, exchange, specialization and standardization, site formation processes, ceramic characterization, and data management. The course will consist of lectures, discussions, student presentations on a chosen case study, and laboratory work.

### **ARCH B512 Bronze Age Internationalism**

Spring 2025

This course explores the rise and fall of the first international age in the eastern Mediterranean. We will focus on the cultural and diplomatic connections between Egypt, Syria, Anatolia and the Aegean during the Bronze Age, c. 2000-1200BCE.

### **ARCH B514 Ancient Greek Seafaring and Shipwrecks**

Not offered 2024-25

This course examines the diverse evidence for ancient Greek seafaring and shipwrecks in the Mediterranean Sea from prehistory to the beginning of the Roman Empire. By focusing on archaeological, literary, iconographic, and epigraphic evidence, the course explores ancient Greek, Phoenician, Etruscan, and Roman interconnections in the Mediterranean Sea, through special attention to trade routes, commerce, colonization, economy, naval and maritime technology, cultural interactions, sea exploration, and piracy.

### **ARCH B516 Trade and Transport in the Ancient World**

Not offered 2024-25

Issues of trade, commerce and production of export goods are addressed with regard to the Bronze Age and Iron Age cultures of Mesopotamia, Arabia, Iran and south Asia. Crucial to these systems is the development of means of transport via maritime routes and on land. Archaeological evidence for traded goods and shipwrecks is used to map the emergence of sea-faring across the Indian Ocean and Gulf while bio-archaeological data is employed to examine the transformative role that Bactrian and Dromedary camels played in ancient trade and transport.

### **ARCH B517 Cultural Heritage and Endangered Archaeology**

**NOT OFFERED 2024-25**

This course will examine how and why archaeological sites are 'endangered'. Primarily focusing on the Near East and North Africa (the MENA region), we will examine the different types of archaeological and heritage sites found across this broad region, and some of the threats and disturbances affecting them. We will consider how different interest groups and stakeholders view, value and present historical and archaeological sites to the general public, as well as the success of modern initiatives and projects to safeguard the heritage of the MENA region. Our research will consider the ethics of cultural preservation, as well as the issues and problems encountered by heritage specialists working in areas of modern conflict. Whilst not all damage can be prevented, the course will consider how different threats and disturbances might be mitigated.

### **ARCH B524 Topics in Art and Archaeology of Iran**

**SPRING 2025**

This course examines the relationships between texts and material culture of ancient Iran, following two lines of inquiry. First, it explores possible connections between the iconography on seals and carved stone objects from Bronze Age sites in southeastern Iran and certain fundamental themes in the Zoroastrian traditions embedded in the later Avestan texts. Second, it investigates the

location of the ancient polity of Marhashi mentioned in ancient Mesopotamian texts. The course evaluates the likelihood that at least some roots of Avestan religious mythology can be traced back to the Bronze Age civilization of southeastern Iran. It also scrutinizes theories identifying Bronze Age sites in Kerman, southeastern Iran, or sites in western Central Asia such as Gonur Tepe in Turkmenistan as the location of Marhashi. The course adopts an interdisciplinary approach, engaging art historical, archaeological, historical and anthropological methods.

### **ARCH B528 The Roman Empire in South West Asia**

#### **NOT OFFERED 2024-25**

This course examines the impact - or lack thereof - the Roman Empire had on the visual and material culture in the Eastern Mediterranean and South-West Asia from the 2nd century BCE to the 5th century CE. To understand the local response to Rome's expansion, we study the complex political and social structures that were in place in these regions long before the arrival of Rome as well as the agents that continuously negotiated between Rome, local polities, and external factors (i.e., nomadic tribes). We will explore the multi-faceted world of the easternmost provinces of the Roman Empire with reference to archaeological, visual, and textual sources and adopt counter-narrative approaches to critically discuss the nature of colonial and imperial encounters.

### **ARCH B529 Archaeology and National Imagination in Modern Greece**

#### **NOT OFFERED 2024-25**

This course explores the link between archaeology, antiquity and the national imagination in modern Greece from the establishment of the Greek state in the early nineteenth century to present times. Drawing from a variety of disciplines, including history, archaeology, art history, sociology, anthropology, ethnography, and political science, the course examines the pivotal role of archaeology and the classical past in the construction of national Greek identity. Special emphasis is placed on the concepts of Hellenism and nationalism, the European rediscovery of Greece in the Romantic era, and the connection between classical archaeology and Philhellenism from the eighteenth to the twentieth centuries. Additional topics of study include the presence of foreign archaeological schools in Greece, the Greek perception of archaeology, the politics of display in Greek museums, and the importance and power of specific ancient sites, monuments, and events, such as the Athenian Acropolis, the Parthenon, and the Olympic Games, in the construction and preservation of Greek national identity.

### **ARCH B530 Archaeological Theory & Method**

#### **NOT OFFERED 2024-25**

A history of archaeology from the Renaissance to the present with attention to the formation of theory and method.

## **ARCH B545 The Archaeology of Inequality**

Fall 2024

Archaeology offers a unique perspective to study and analyze how past inequalities developed over time, how they were maintained, negated, or transformed, and how societies responded to them or rejected them. Drawing upon different sets of data- including visual and material culture as well as bio-archaeological remains - and employing anthropological, social, and critical theory approaches, this course explores inequalities with reference to society, ethnicity, gender, and economy. We will use a wide range of case studies across the ancient Mediterranean, from Prehistory to Late Antiquity, to explore different trajectories of inequality and their manifestations in large-scale and long-term phenomena of war, economic crises, environmental transformation, and colonialism.

## **ARCH B547 Ancient Artifacts in the Bryn Mawr Special Collections**

Fall 2024

Centered on the question, how we can learn from and through objects, this course explores a selected corpus of artifacts from the ancient Mediterranean in the Bryn Mawr Special Collections with the aim to uncover how these objects were made and used and what they might have meant to their ancient users. Students will handle, study, and interpret a variety of artifacts made of clay, metal, stone, and glass, ranging from vessels, mirrors, and statuettes to mosaics and frescoes used originally in a variety of contexts of ancient Mediterranean daily life and spanning now their second-life as constituents of the Bryn Mawr Special Collections. Through close observation and analysis of the procurement and trade of the raw materials of these objects and their manufacturing techniques and decoration, including its themes, which extend from daily scenes and mythological tales to colorful abstract motifs and intriguing inscriptions, students will examine the use and function of these artifacts as evidence of meaningful ancient Mediterranean cultural thought, behavior, and experience. Interpretation will be based on close observation and active and experiential learning, through tactile engagement with these objects, comparing and contrasting them, studying their conservation, and inquiring, through deep critical thinking, archival work, and reflexivity, about their provenience, collecting, and digital itineraries.

## **ARCH B552 Egyptian Architecture: New Kingdom**

Not offered 2024-25

A proseminar that concentrates on the principles of ancient Egyptian monumental architecture with an emphasis on the New Kingdom. The primary focus of the course is temple design, but palaces, representative settlements, and examples of Graeco-Roman temples of the Nile Valley will also be dealt with.

### **ARCH B555 The Achaemenid Empire**

Not offered 2024-25

This course explores the art, history, and archaeology of the Achaemenid Empire. Between 550 and 330 B.C., the Achaemenid kings of Iran controlled the largest and greatest empire the world has seen up until that time. By studying the art, architecture, politics, religion, burial customs, administration, economy, and warfare of Achaemenid Persia, the course offers a unique insight into the wealth, splendor, and diversity of one of the most powerful empires of the ancient Near East. Because the Achaemenid Empire exerted great influence on the ancient Mediterranean world, the contacts and conflict between ancient Greece and Persia will be also examined, from an ancient Greek perspective, in order to understand how this perspective contributed to the misapprehension of the Achaemenid Empire in modern Western thought.

### **ARCH B602 Graduate Intensive Survey**

Fall 2024

This course introduces the art and archaeology of the ancient Near East and Egypt, from ca. 10,000 to 330 BCE. Supplementing the lectures, discussions, and readings of ARCH B101, graduate students will participate in an additional weekly discussion of methodological and interpretive issues and topical debates in the field, based on the reading of relevant case-studies and analyses.

### **ARCH B603 Graduate Intensive Survey**

Spring 2025

A historical survey of the archaeology and art of Greece, Etruria, and Rome.

### **ARCH B635 Power, politics, and the cityscape of Rome**

Not offered 2024-25

The city of Rome served as both a symbolic center of the Roman world and a physical space in which this symbolic role was monumentalized and negotiated. This course explores the ways in which political and social competition were inscribed on the cityscape from its earliest years through the end of the Republic and beyond, both in its topography and in the specific monuments constructed as the result of individual and group initiatives. Case studies explored in this course include the triumph and the process of memory construction in the city, the association of political movements and conflicts with specific urban topographies, the function of Rome and specific spaces within it as “museums” for foreign plunder, elite tombs as sites of competing elite identities, the shifting relationship between public and private in the Forum, and the competitive monumentalization of the city at the end of the Republic, especially in the Campus Martius.

**ARCH B672 Archaeology of Rubbish**

Not offered 2024-25

This course explores a range of approaches to the study of waste and dirt as well as practices and processes of disposal and recycling in past and present societies. Particular attention will be paid to understanding and interpreting spatial disposal patterns, identifying votive deposits (bothroi), and analyzing the use of dirt(y waste) in negotiating social differences.

**ARCH B701 Supervised Work**

Fall 2024, Spring 2025

Unit of supervised work

**ARCH B705 Curatorial Praxis**

Not offered 2024-25

For students completing a curatorial internship only. Students on a F1 VISA require CPT authorization to engage in an internship off campus and must register for the course.

**GREEK, LATIN, AND CLASSICAL STUDIES****FACULTY AND STAFF**

Catherine Conybeare, *Leslie Clark Professor*

Latin, and the different ways we read it

Old Library 209; (610) 526-5036; cconybea@brynmawr.edu

Radcliffe G. Edmonds III, *Paul Shorey Professor of Greek and Chair of Greek, Latin and Classical Studies*

Greek social and intellectual history, with focus on mythology, religion, magic, and Platonic philosophy

Old Library 245; (610) 526-5064; redmonds@brynmawr.edu

Asya Sigelman, *Associate Professor and Director of Graduate Studies*

Homeric epic and archaic Greek lyric, with particular focus on time and the narrator; Athenian tragedy, especially the language of the chorus;

Greek meter; metaphor

Old Library 246; (610) 526-7562; asigelman@brynmawr.edu

Leslie Diarra, *Academic Administrative Assistant*

Old Library 103; (610) 526-5198; ldiarra@brynmawr.edu

## **GREEK, LATIN, AND CLASSICAL STUDIES DEGREE REQUIREMENTS**

### **FOR THE M.A.:**

- At least six units of work
- At least two units must be graduate courses or seminars
- A maximum of two units may be units of supervised work (USWs)
- Up to two units may be 300-level undergraduate courses with supplemental work for graduate level credit. Approval of the instructor and the program Director of Graduate Studies is required
- Reading proficiency in Greek or Latin; tested by examination
- Reading proficiency in a modern language (typically German, French or Italian); tested by examination

### **APPLICATION TO M.A. CANDIDACY:**

Typically, students apply for M.A. candidacy at the same time that they register for the fourth semester, in order to obtain the M.A. degree at the end of their fourth semester. This is done in consultation with the program Director of Graduate Studies.

### **QUALIFYING PAPER OR M.A. THESIS:**

Must be read and approved by at least two faculty members of the student's program, or by one faculty member of the student's program and by one faculty member of an allied program or department.

### **FINAL EXAMINATION:**

- Must be taken after all course work, the thesis, and any skill requirements have been completed.
- Oral examination in the area of the thesis
- Typically scheduled the first week of May for a May degree or the first week of December for the December degree

### **TIME TO DEGREE:**

Typically, the M.A. is obtained within 24 months of the student's enrollment in the GSAS. The GSAS Academic Rules specify that the maximum amount of time allowed to obtain the M.A. degree is 60 months.

### **FOR THE PH.D.:**

Units of Work:

- At least twelve units of work. The required twelve includes six from the MA degree and must include one GSem.
- A maximum of four units may be taken at the University of Pennsylvania under the reciprocal program

- Reading proficiency in Greek and Latin at the Ph.D. level; tested by examination
- Reading proficiency in German; tested by examination
- Reading proficiency in Italian or French; tested by examination

#### **APPLICATION TO PH.D. CANDIDACY:**

- The application is required in order to take the Preliminary Exams
- The application to Ph.D. candidacy can be made as soon as sufficient coursework (as determined by the program Director of Graduate Studies or Chair) has been completed
- Requires a Dissertation Director
- The program appoints a Ph.D. Supervising Committee, comprising the Dissertation Director and three other faculty members
- The Dean of Graduate Studies appoints the Supervising Committee Chair (a faculty member from outside the student's home program) and is subject to the approval of the Graduate Council

#### **PRELIMINARY EXAMINATIONS:**

- Must be taken before the dissertation is submitted
- Can be taken as soon as the program skills requirements have been fulfilled
- The Preliminary Examinations consist of four, four-hour written exams and one oral examination
- The exams must be completed within a period of five weeks
- See Preliminary Exam Guidelines

#### **DISSERTATION:**

- The pre-defense dissertation shall be submitted at least six weeks before the proposed defense date and no later than 45 days prior to the end of classes of the semester in which the candidate expects to complete the work for the degree
- Dissertation Format and Guidelines can be found here: [www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines](http://www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines)
- Must be accompanied by a letter from the Dissertation Director, recommending the dissertation to the Ph.D. Supervising Committee
- Must include an abstract and a vita page



## **FINAL EXAMINATION:**

- Is an oral examination on the dissertation
- If more than 60 months have elapsed since the candidate's first Preliminary Examination, the final exam must include written and oral re-testing on one of the Preliminary exam fields
- See Guidelines for Outside Chair and Committee Members and Ph.D. Completion Checklist, here:  
[www.brynmawr.edu/gsas/about-school/policies-forms](http://www.brynmawr.edu/gsas/about-school/policies-forms)

## **GREEK, LATIN, AND CLASSICAL STUDIES GRADUATE COURSES**

### **GREK B601 Homer**

We will focus on a careful reading of significant portions of the Homeric epics and on the history of Homeric scholarship. Students will develop an appreciation both for the beauty of Homer's poetics and for the scholarly arguments surrounding the interpretation of these texts.

### **GREK B630 Euripides**

Not offered 2024-25

In this seminar we will look closely at several plays of Euripides, paying special attention to the tragedian's language and meter. We will also read widely in 20th and 21st century scholarship on Euripides.

Writing Intensive

### **GREK B631 Ancient Greek Hymns**

Hymns were offerings, constructive of *charis*, "favor," between their singers and the divine entities to whom they were sung. This course surveys Greek hymns from the archaic period to late antiquity, and especially those transmitted from the lost manuscript archetype *psi*. It also explores the religious cultures that these songs helped constitute, and the ideas about the relationship between the divine and the human that they convey.

### **GREK B644 Plato**

Not offered 2024-25

In the *Phaedo*, Plato presents a poignant picture of the last hours of Socrates. Plato's dialogues all prompt questions about how to read and understand the complex interchanges between the interlocutors, but no dialogue presents the stakes of the discussion as vividly as the *Phaedo*, where the debates on the nature of death and the soul are set against the background of Socrates' imminent execution. How ought one to live? What does it mean to die? How is

the life of philosophy a practice for death? In this seminar, we will explore the ideas of life and death, soul and body, philosophy and purification in the *Phaedo*. In addition to a close reading of the text itself, we will sample from the scholarly debates over the understanding and interpretation of the *Phaedo* that have gone on over the past two and a half millennia of reading Plato's *Phaedo*.

### **LATN B620 Martyrs, Mothers, Memoirs**

Not offered 2024-25

### **LATN B641 Roman Emotion: Modern Approaches to Ancient Emotion**

Not offered 2024-25

Emotions have long been an object of study in psychology and neuroscience, anthropology, sociology, and history, and historians have long been interested in the motivations and inner lives of individuals, much as they have generalized about the emotional states of people in collectives like villages, regions, and countries. In addition to broadening student knowledge of classical texts and scholarship related to cognitive life and emotion in classical Rome, the course will introduce students to the fundamentals of embodied cognition, its linguistic implications, situatedness in culture, and role in sociological approaches to literature and history. We will explore how ancient authors discuss and use the body to create meaning, how bodily meaning emerges through ancient texts, the ways in which cultural and environmental contexts shape the meaning of bodily experiences, how language is used to represent the various forms of social knowledge extrapolated from those experiences, and what implications such representations might have for our understanding of ancient culture and its reception. Students will also be encouraged to reflect upon their status as historically contingent viewers and the properties of authority that emerge from bodily knowledge within their own readerly context.

Writing Intensive

### **LATN B648 Latin Epigram**

Not offered 2024-25

In this seminar we will explore the themes and aesthetics of the Latin epigram, a genre (or is it?) best known for its brevity and wit. After orienting ourselves in the epigrams of the Neoterics (Catullus, Cinna, Calvus, Caesar), our focus will turn to the poetry of Martial, whose accounts of Rome, its inhabitants, and their foibles exerted a profound influence on subsequent epigrammatists. We will consider Martial's poetry both thematically (poems on the city; women; scoundrels; patrons; long poems) and as constituents of organized, multi-faceted *libri*. To deepen our appreciation of Martial's poetic project, we will take occasional forays into para-epigrammatic genres and works (Priapea, *Catalepton*), as well as the scattered epigrams of authors both familiar (Ovid, Lucan, Seneca, Petronius) and obscure. We will also consider the evolution the epigram from its inscriptional and epitaphic origins in Greek and Latin, and its development as a literary form by Hellenistic authors. In the final two

weeks of the course, we will turn our attention to the reception of Martial by late antique (Ausonius, Claudian, Luxorius) and Neo-Latin poets (e.g. Pontano's Baiae, Panormita's Hermaphroditus, Marullo's reception of Catullus, Thomas More, John Owen). Readings in the original will be supplemented with relevant scholarship throughout. Students will enhance their core work on Latin epigram by reading-independently or in small-groups-a complementary genre or author in the original related to their interests (e.g. Greek epigram, Horace's Satires, Latin elegy, carmina epigraphica, Juvenal, Flavian epic, Pliny's Epistles, Christian epigram).

### **LATN B650 Topics in Latin Literature**

Section 001 (Spring 2025): Topics: Greek and Roman Comedy

Advanced reading and interpretation of Latin literature: content varies

### **LATN B658 Late Latin Poetry**

Not offered 2024-25

This course will survey the florescence of Latin poetry in the fourth and fifth centuries CE. At the heart of the course will be a study of some of Prudentius' works, for example the *Hamartigenia* and the *Cathemerinon*; works by Claudian, Ausonius, Avitus, Dracontius, and Paulinus of Nola may also be included. We shall analyze both the literary and (where applicable) the theological properties of these great works.

### **LATN B663 Epistolography**

Not offered 2024-25

Ancient letter-writing is suddenly garnering scholarly attention. Letters are being read by those with literary and philosophical interests, not simply for historical detail. While this course will attend to various categories of letters - embedded letters, inscribed letters, letters primarily for literary display - our principal focus will be letters which were actually sent, and particularly correspondence of which both sides survives to us. We shall cover a wide chronological range, from the first century BC to the fifth century AD; our most sustained investigation will be of the letters of Cicero, Pliny, and Augustine, though we shall encompass many others along the way. In addition to the specific circumstances in which the letters were sent, we shall also address wider questions: how do letters negotiate the absence of their addressee? what ideas of friendship, or other affective connection, do they perform? what ideas of the self are entailed? how are ancient ideas of public and private letters played out? Finally, does it even make sense to speak of a separate genre of epistolography? The wide range of the course should make for some exciting answers. Cross listed as CSTS 663

Writing Intensive

### **CSTS B645 Ancient Magic**

Magic - the word evokes the mysterious and the marvelous, the forbidden and the hidden, the ancient and the arcane. But what did magic mean to the people who coined the term, the people of ancient Greece and Rome? Drawing

on the expanding body of evidence for ancient magical practices, as well as recent theoretical approaches to the history of religions, this seminar explores the varieties of phenomena labeled magic in the ancient Greco-Roman world. Bindings and curses, love charms and healing potions, amulets and talismans - from the simple spells designed to meet the needs of the poor and desperate to the complex theurgies of the philosophers, the people of the Greco-Roman world did not only imagine what magic could do, they also made use of magic to try to influence the world around them. The seminar examines the primary texts in Greek, the tablets and spell books, as well as literary descriptions of magic, in the light of theories relating to the religious, political, and social contexts in which magic was used.

Writing Intensive

### **CSTS B665 Byzantium and the Classics: The Byzantine Literary Tradition**

Not offered 2024-25

This seminar approaches Byzantine literature both as a continuation of the Classical tradition and as a rich corpus that should be studied for its own sake. Each week we will survey one genre of Byzantine literature and focus on two or three texts that will be tailored to the participants' research interests as much as possible. Greek literature will provide the core of our readings, but we will occasionally turn our attention to texts composed in other languages, especially Latin and Syriac. The Byzantine Empire was a multilingual society. For 600-level students, three workshops will be offered on the following three topics: the grammar of Byzantine Greek, paleography, and textual criticism.

### **CSTS B675 Interpreting Mythology**

Not offered 2024-25

The myths of the Greeks have provoked outrage and fascination, interpretation and retelling, censorship and elaboration, beginning with the Greeks themselves. We will see how some of these stories have been read and understood, recounted and revised, in various cultures and eras, from ancient tellings to modern movies. We will also explore some of the interpretive theories by which these tales have been understood, from ancient allegory to modern structural and semiotic theories. The student should gain a more profound understanding of the meaning of these myths to the Greeks themselves, of the cultural context in which they were formulated. At the same time, this course should provide the student with some familiarity with the range of interpretations and strategies of understanding that people of various cultures and times have applied to the Greek myths during the more than two millennia in which they have been preserved.

### **CSTS B701 Supervised Work**

Fall 2024, Spring 2025

## **HISTORY OF ART**

### **FACULTY AND STAFF**

**David J. Cast**, *Professor*

Renaissance art and the history of the classical tradition  
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**Sylvia Houghteling**, *Associate Professor*

Early Modern Art; South Asian Art; Decorative Arts and Material Culture  
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**Homay King**, *Professor and Chair of History of Art on the Marie  
Neuberger Fund of the Study of the Arts*

Film, contemporary art, digital media, and theory  
Old Library 249; (610) 526-5397; hking@brynmawr.edu

**C.C. McKee**, *Assistant Professor and Director of the Center for Visual Culture*

Modern European and colonial art; the Caribbean; contemporary African  
diasporic art; theories of affect, Black feminism, ecocriticism, and psychoanalysis  
Old Library 243; (610) 526-5663; cmckee1@brynmawr.edu

**Lisa Saltzman**, *Professor on the Emily Rauh Pulitzer '55*

Professorship and Director of Graduate Studies  
Modern and contemporary art  
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**Monique Renee Scott**, *Associate Professor of History of Art and  
Director of Museum Studies*

Visual studies, race, museums, representations of Africa  
Old Library 252; (610) 526-5084; mrscott@brynmawr.edu

**Jie Shi**, *Associate Professor*

Chinese art, archaeology, and material culture  
Old Library 239; (610) 526-5344; jshi1@brynmawr.edu

**Alicia Walker**, *Professor and Director of the Graduate Group of Archaeology,  
Classics, and History of Art*

Medieval, Byzantine and Islamic Art  
Old Library 229; (610) 526-5405; awalkero1@brynmawr.edu

**Margaret Kelly**, *Academic Administrative Assistant*

Old Library 235; (610) 526-5334; mkellyo1@brynmawr.edu

## **HISTORY OF ART DEGREE REQUIREMENTS**

### **FOR THE M.A.:**

- At least six units of work
- At least two units must be graduate courses or seminars
- A maximum of two units may be units of supervised work (USWs)
- Up to two units may be 300-level undergraduate courses with supplemental work for graduate level credit. Approval of the instructor and the program Director of Graduate Studies is required
- Reading proficiency in one modern language (typically German, French or Italian); tested by examination

### **APPLICATION TO M.A. CANDIDACY:**

Typically, students apply for M.A. candidacy at the same time that they register for the fourth semester, in order to obtain the M.A. degree at the end of their fourth semester. This is done in consultation with the program Director of Graduate Studies.

### **QUALIFYING PAPER OR M.A. THESIS:**

Must be read and approved by at least two faculty members of the student's program, or by one faculty member of the student's program and by one faculty member of an allied program or department.

### **FINAL EXAMINATION:**

- Must be taken after all course work, the thesis, and any skill requirements have been completed
- Written examination to test the candidate's ability to place the thesis topic in a larger context
- Typically scheduled the first week of May for a May degree or the first week of December for the December degree

### **TIME TO DEGREE:**

Typically, the M.A. is obtained within 24 months of the student's enrollment in the GSAS. The GSAS Academic Rules specify that the maximum amount of time allowed to obtain the M.A. degree is 60 months.

### **FOR THE PH.D.:**

Units of Work:

- At least twelve units of work. The required twelve includes six from the M.A. degree and must include one GSem
- A maximum of four units may be taken at the University of Pennsylvania under the reciprocal program
- Candidates for the Ph.D. must demonstrate proficiency in two foreign languages

**APPLICATION TO PH.D. CANDIDACY:**

- The application is required in order to take the Preliminary Exams
- The application to Ph.D. candidacy can be made as soon as sufficient coursework (as determined by the program Director of Graduate Studies or Chair) has been completed
- Requires a Dissertation Director
- The program appoints a Ph.D. Supervising Committee, comprising the Dissertation Director and three other faculty members
- The Dean of Graduate Studies appoints the Supervising Committee Chair (a faculty member from outside the student's home program) and is subject to the approval of the Graduate Council

**PRELIMINARY EXAMINATIONS:**

- Must be taken before the dissertation is submitted
- Can be taken as soon as the program skills requirements have been fulfilled
- The Preliminary Examinations consist of four, four-hour written exams and one oral examination
- The exams must be completed within a period of five weeks
- See Preliminary Exam Guidelines for Students section

**DISSERTATION:**

- The pre-defense dissertation shall be submitted at least six weeks before the proposed defense date and no later than 45 days prior to the end of classes of the semester in which the candidate expects to complete the work for the degree.
- Dissertation Format and Guidelines can be found here: [www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines](http://www.brynmawr.edu/gsas/academics/completing-your-degree/phd-degree-requirements/dissertation-format-guidelines)
- Must be accompanied by a letter from the Dissertation Director, recommending the dissertation to the Ph.D. Supervising Committee
- Must include an abstract and a vita page

**FINAL EXAMINATION:**

- Is an oral examination on the dissertation
- If more than 60 months have elapsed since the candidate's first Preliminary Examination, the final exam must include written and oral re-testing on one of the Preliminary exam fields
- See Guidelines for Outside Chair and Committee Members and Ph.D. Completion Checklist, here: [www.brynmawr.edu/gsas/about-school/policies-forms](http://www.brynmawr.edu/gsas/about-school/policies-forms)

## **HISTORY OF ART GRADUATE COURSES**

### **HART B610 Topics in Medieval Art**

Section 001 (Spring 2024): Africa & Byzantium

Not offered 2024-25

This is a topics course. Course content varies. Open to graduate students, AB/MA candidates, or by permission of the instructor.

### **HART B620 Topics in Chinese Art**

Section 001 (Spring 2025): Rethinking Chinese Calligraphy

Fall 2024, Spring 2025

This is a topics course. Course content varies. Open to graduate students, AB/MA candidates, or by permission of the instructor. This course was formerly numbered HART B639.

### **HART B630 Topics in Renaissance Art**

Section 001 (Fall 2023): Palladio and Neo-Palladianism

Not offered 2024-25

This is a topics course. Course content varies. Open to graduate students, AB/MA candidates, or by permission of the instructor.

### **HART B633 Problems in Representation**

Not offered 2024-25

This seminar examines, as philosophy and history, the idea of realism, as seen in the visual arts since the Renaissance and beyond to the 19th and 20th centuries. Open to graduate students, AB/MA candidates, or by permission of the instructor. This course was formerly numbered HART B645, students who previously completed HART B645 may not repeat this course.

### **HART B640 Topics in Material Culture**

Section 001 (Fall 2024): Ornament

Fall 2024

This is a topics course. Course content varies. Open to graduate students, AB/MA candidates, or by permission of the instructor. This course was formerly numbered HART B646.

### **HART B641 Topics in Baroque Art**

Not offered 2024-25

This is a topics course. Course content varies. Open to graduate students, AB/MA candidates, or by permission of the instructor. This course was formerly numbered HART B640.



### **HART B646 The History of London Since the Eighteenth Century**

Not offered 2024-25

Selected topics of social, literary, and architectural concern in the history of London, emphasizing London since the 18th century. Open to graduate students, AB/MA candidates, or by permission of the instructor.

### **HART B650 Topics in Modern Art**

Section 001 (Fall 2023): Flexner Seminar - Trauma's Traces

Section 001 (Fall 2024): Reconceiving Abstraction

Fall 2024

This is a topics course. Course content varies. Open to graduate students, AB/MA candidates, or by permission of the instructor.

### **HART B676 Topics: Interpretation and Theory**

Section 001 (Fall 2023): 20th C. Theories of Signs and Images

Section 001 (Spring 2025): Affect, Art, & Psychoanalysis

Spring 2025

This is a topics course. Course content varies. This course was formerly numbered HART B651. Open to graduate students, AB/MA candidates, or by permission of the instructor.

### **HART B680 Topics in Film Studies**

Section 001 (Spring 2025): Digital Media Art

Spring 2025

This is a topics course. Course content varies. This course was formerly numbered HART B661. Open to graduate students, AB/MA candidates, or by permission of the instructor.

### **HART B699 Advanced Research Methods**

Spring 2025

This is a workshop designed to support graduate students in the History of Art in independent research and writing projects at any stage, including MA theses, preliminary exams, researching and writing a dissertation prospectus, or writing drafts of dissertation chapters. May be taken more than once for credit; mandatory for graduate students beyond coursework stage except by permission of primary advisor.

### **HART B701 Supervised Work**

Fall 2024, Spring 2025

Supervised Work

## **FRENCH AND FRANCOPHONE STUDIES**

### **FACULTY AND STAFF**

Grace M. Armstrong, *Eunice M. Schenck 1907 Professor, Chair, and Director of Graduate Studies (Fall 2024)*

Medieval French literature, feminist studies, narrative techniques  
Old Library 150; (610) 526-5386; garmstro@brynmawr.edu

Rudy Le Menthéour, *Professor, Chair, and Director of Graduate Studies (Spring 2025)*

Director of the Institut d'Études françaises d'Avignon  
French Enlightenment, history of medicine

Old Library 147; (610) 526-5674; rlementheo@brynmawr.edu

Leslie Diarra, Academic Administrative Assistant

Old Library 103; (610) 526-5198; ldiarra@brynmawr.edu

### **FRENCH AND FRANCOPHONE STUDIES A.B./M.A. DEGREE REQUIREMENTS**

This program is only open to undergraduate French majors at Bryn Mawr and Haverford Colleges. To be admitted to the program, the student must first be approved by the department; if so, then the student makes a formal application first to the Special Cases Committee of the Undergraduate College and, once accepted, to the Graduate School of Arts and Sciences. The student should apply during semester II of sophomore year or semester I of junior year to the Undergraduate College and, once accepted, to the Graduate School of Arts and Sciences.

Please refer to: [www.brynmawr.edu/french/bama-program](http://www.brynmawr.edu/french/bama-program)

#### **FOR THE M.A.:**

- At least six units of work
- At least two units must be graduate courses or seminars
- A maximum of two units may be courses toward both the undergraduate major and the MA
- 2 units taken at the Institut d'Études Françaises d'Avignon
- Reading proficiency in one foreign language that coheres with the student's field of research.; tested by examination

#### **PAPER OR M.A. THESIS:**

Must be read and approved by at least two faculty members of the student's program, or by one faculty member of the student's program and by one faculty member of an allied program or department.

**FINAL EXAMINATION:**

Must be taken after all course work, the thesis, and any skill requirements have been completed

Oral examination in the area of the thesis

Typically scheduled the first week of May for a May degree or the first week of December for the December degree

**TIME TO DEGREE:**

The A.B./M.A. can be completed in four or five years. The GSAS Academic Rules specify that the maximum amount of time allowed to obtain the M.A. degree is 60 months.

**FRENCH AND FRANCOPHONE STUDIES GRADUATE COURSES**

Students completing the AB/MA in French may select from 300-level French courses with additional work or courses at the 500- or 600-level.

**FREN B302 Le printemps de la parole féminine: femmes écrivains des débuts**

Not offered 2024-25

This study of selected women authors from Latin CE-Carolingian period through the Middle Ages, Renaissance and 17th century-among them, Perpetua, Hrotswitha, Marie de France, the troubairitz, Christine de Pisan, Louise Labé, Mar-guerite de Navarre, and Madame de Lafayette-examines the way in which they appropriate and transform the male writing tradition and define themselves as self-conscious artists within or outside it. Particular attention will be paid to identifying recurring concerns and structures in their works, and to assessing their importance to women's writing in general: among them, the poetics of silence, reproduction as a metaphor for artistic creation, and sociopolitical engagement. Prerequisite: two 200-level courses or permission of instructor.

**FREN B306 Libertinage et subversion**

Not offered 2024-25

The libertine movement of the 18th century has long been condemned for moral reasons or considered of minor importance when compared to the Enlightenment. Yet, the right to happiness ('droit au bonheur') celebrated by the so-called 'Philosophes' implies a duty to experience pleasure ('devoir de jouir'). This is what the libertine writers promoted. The libertine movement thus does not confine itself to literature, but also involves a dimension of social subversion. This course will allow you to understand Charles Baudelaire's enigmatic comment: "the Revolution was made by voluptuaries." Prerequisite: two 200-level courses or permission of instructor.

**FREN B312 Advanced Topics in Literature**

Spring 2025

This is a topics course. Course content varies. Prerequisites: two 200-level courses.

### **FREN B325 Topics: Etudes avancées**

Section 001 (Fall 2024): La France du Roi-Soleil

Fall 2024

An in-depth study of a particular topic, event or historical figure in French civilization. This is a topics course. Course content varies. The seminar topic rotates among many subjects: La Révolution française: Histoire, littérature et culture; L'environnement naturel dans la culture française; Mal et valeurs éthiques; Le Cinéma et la politique, 1940-1968; Le Nationalisme en France et dans les pays francophones; Étude socio-culturelle des arts du manger en France du Moyen Age à nos jours; Crimes et criminalité; Ecrire la Grande Guerre: 1914-10; Le "Rentrée Littéraire"; Proust/Baudelaire; L'Humain et l'environnement.

Current topic description: À la fois fantasmé et décrié, le règne de Louis XIV a laissé une marque indélébile sur l'histoire de France. En effet, derrière le faste du château de Versailles, de l'avènement de la galanterie et de la préciosité se cachent la fermeté et la rigueur de la monarchie absolue de droit divin. Néanmoins, ces aspects en apparence contradictoires constituent des marqueurs de l'ambition démesurée et de la soif d'autorité d'un monarque qui a façonné le XVIIe siècle à tous les niveaux. Ce cours se propose d'étudier le règne de Louis XIV sous ses différentes manifestations : de la centralisation politique à la réglementation de la culture et de la langue, jusqu'aux innovations en matière d'ingénierie, d'architecture et d'urbanisme. Il s'agira de mettre en lumière l'étendue du pouvoir exercé par le roi sur son royaume, mais également de ses limites par l'étude de sources littéraires et critiques. Auteurs étudiés : Jean de la Fontaine, Pierre Corneille, Jean Racine, Molière, La Rochefoucauld, Blaise Pascal, René Descartes, Saint-Simon, Louis XIV, etc.

### **FREN B326 Etudes avancées**

Section 001 (Spring 2024): Aux armes, citoyennes!

Not offered 2024-25

An in-depth study of a particular topic, event or historical figure in French civilization. This is a topics course. Course content varies.

Current topic description: Olympe de Gouges, une des actrices de la Révolution française et pionnière du féminisme en France, reste encore méconnue de beaucoup. En effet, ses combats et son œuvre ont été dénigrés, ignorés et passés sous silence pendant près de deux siècles. Or, lorsque nous constatons qu'à l'époque contemporaine, le droit des femmes à disposer de leur corps est menacé et que les inégalités entre les individus ne cessent de croître, les messages d'Olympe de Gouges prennent tout leur sens, et méritent d'être examinés en profondeur. Ce cours aura pour objectif de familiariser les étudiant.e.s avec les combats d'Olympe de Gouges, à travers ses prises de position concernant l'éducation des femmes, les inégalités liées au mariage, ainsi que l'esclavage. Nous explorerons tant ses écrits politiques - dont la Déclaration de la femme et de la citoyenne - que ses textes dramatiques, comme L'esclavage des noirs. Nous

étudierons ces œuvres dissidentes en parallèle avec des événements majeurs de la Révolution, des expériences personnelles de l'autrice, et des phénomènes contemporains. Ce cours sera enseigné en français.

### **FREN B333 Nature and Freedom**

Not offered 2024-25

When referring to Rousseau's political theory, the conjectural state of nature first described in his *Discourse on the Origin of Inequality* (1755) has frequently been identified with native societies as observed in America since 1492. Many scholars have been opposing this primitivist interpretation of his second discourse and showed that Rousseau might instead be considered the father of all 'social construct' theories. But in spite of this scholarly consensus, Graeber and Wengrow still tend to assume Rousseau's state of nature is mostly inspired by the encounter of Europeans with native people. Why is this confusion still informing the way we read Rousseau? How did considerations on the so-called 'noble savage' taint his political theory? How can we assess the role an 'indigenous critique' played in defining Rousseau's state of nature? And incidentally: how 'indigenous' is this 'in-digenous critique'? Answering to Graeber and Wengrow's (mis)reading of Rousseau will allow us to cast a new light not only on Rousseau's 'unnatural' anthropology, but also on Graeber & Wengrow's broader claims on human nature and political freedom. Our end goal is not to offer a scholarly take on either Rousseau's discourse or Graeber and Wengrow's book, but to answer this pressing question: should/could we discard the very notion of nature to regain political agency here and now? Authors include: Léry, Montaigne, Hobbes, Rousseau, Lévi-Strauss, Serres, Graeber and Wengrow.

### **FREN B350 Voix médiévales et échos modernes**

Not offered 2024-25

A study of selected 19th- and 20th-century works inspired by medieval subjects, such as the Grail and Arthurian legends and the Tristan and Yseut stories, and by medieval genres, such as the roman, saints' lives, or the miracle play. Among the texts and films studied are works by Bonnefoy, Cocteau, Flaubert, Genevoix, Giono, and Gracq.

### **FREN B650 Voix médiévales et échos modernes**

Not offered 2024-25

A study of selected 19th- and 20th-century works inspired by medieval subjects, such as the Grail and Arthurian legends and the Tristan and Yseut stories, and by medieval genres, such as the roman, saints' lives, or the miracle play. Among the texts and films studied are works by Bonnefoy, Cocteau, Flaubert, Genevoix, Giono, and Gracq.

### **FREN B701 Supervised Work**

Not offered 2024-25

## **STUDENT RESOURCES**

### **ACCESS SERVICES**

Guild Hall, Room 103, (610) 526-7351, [www.brynmawr.edu/inside/offices-services/access-services](http://www.brynmawr.edu/inside/offices-services/access-services)

Access Services works with students and visitors to campus who self-identify with a disability to ensure equal access to Bryn Mawr's programs, activities and services. The Access Services office, located in Guild Hall, provides support, and may arrange accommodations related to access for eligible students and visitors to campus. Individuals who think they may need accommodations because of the effects of a learning, physical, or psychological diagnosis and/or a chronic medical condition are encouraged to contact Access Services as early as possible to discuss their situation. For additional information, please visit the Access Services website.

### **HEALTH AND WELLNESS CENTER**

Student Life and Wellness Building, (610) 526-7360, [www.brynmawr.edu/healthcenter](http://www.brynmawr.edu/healthcenter)

Open by appointment only 9am to 5pm Monday–Friday and 9am to 2pm on Saturday during the academic year when classes are in session. Call 610-526-7360 for an appointment. When the Health Center is closed, contact Campus Safety for emergencies at (610) 526-7911.

The Health and Wellness Center provides a full array of primary care services as well as psychological counseling for students. The confidentiality of the health care provider/ student relationship is respected. No information regarding your health will be released without your permission. Matters of health become practical issues when questions of extensions and absences from class arise. At such times you may want us to inform your dean about your health, and you will be asked what information you wish to have shared and with whom.

However, in the case of life-threatening emergency, such as accident, severe injury, hospital admission, emergency surgery, statement of suicidal intent or suicide attempt, the College administration and its Health Service personnel will intervene on the student's behalf and when necessary may at their discretion inform the emergency contact person or others who may need to be involved to assure the student's safety. Student health services are available to all graduate students using the College Health Insurance. All students must have a completed admission health history and physical exam form on file at the Health Center to receive services.

## **MEDICAL SERVICES**

Student Life and Wellness Building, (610) 526-7360 [www.brynmawr.edu/healthcenter/medical-services](http://www.brynmawr.edu/healthcenter/medical-services)

- Physician or nurse practitioner appointments available Monday through Friday
- Routine gynecologic care, provided by nurse practitioners, including contraception counseling, education about sexuality and sexually transmitted infections, pregnancy tests and confidential testing and treatment for sexually transmitted infections
- Self-Care Center, which provides education and treatment for simple ailments

Most physician, nurse practitioner and nursing visits are provided free of charge to students. No student will be denied needed care due to inability to pay. However, there are charges for some services including the following:

- Contraceptive supplies
- Over-the-counter medications
- Missed appointments and late cancellations
- Laboratory tests
- Prescriptions dispensed at the Health Center

Although the Health Center does not participate in any insurance plans, many of these services will be covered by insurance if the student submits their receipt of services and the proper paperwork to their insurance company. Please check the Health Center website or call the Health Center for more information or a brochure with a more detailed description of services.

## **COUNSELING SERVICES**

Student Life and Wellness Building, (610) 526-7360, [www.brynmawr.edu/inside/offices-services/health-wellness-center/counseling-services](http://www.brynmawr.edu/inside/offices-services/health-wellness-center/counseling-services)

Counseling is available to help students with concerns that arise during the academic year. Each year, approximately a third of our student body comes to Counseling Services to talk to a counselor. Students do not have to be in crisis to see a counselor. The Counseling Service provides students with an opportunity to explore their concerns with a professional psychotherapist or psychiatrist in a confidential setting.

One-on-one and group counseling is available to undergraduate and graduate students during the academic year when classes are in session. Students are typically seen within a week of requesting an appointment (immediately if there is a crisis). Undergraduates may meet weekly with a counselor for counseling,

assessment, treatment planning and/or referral up to ten times each academic year free of charge; thereafter students typically use their insurance to pay for sessions. No student will be denied service because they cannot afford payment. Students should discuss any financial concerns with their counselor or the Counseling Director. All graduate and post baccalaureate students may receive an initial consultation free of charge with a counselor for appropriate referral to community providers.

Monday-Friday, 9am-5pm. The Counseling Service provides counseling and psychiatry both in-person and via teletherapy using a HIPAA compliant platform. There are no walk-in hours because of our wish to keep staff and students safe. To make an appointment, call (610) 526-7360 or schedule using the Patient Portal.

When the Health and Wellness Center is closed, students can reach the on-call counseling service by calling (610) 526-7778 for concerns that cannot wait until the Health and Wellness Center reopens at 9am. If you are experiencing a life-threatening emergency, please call Campus Safety at (610) 526-7911.

## **INTERNATIONAL STUDENT AND SCHOLAR SERVICES AND ADVISING**

Student Life and Wellness Building, (610) 526-7360

Patricia O. Lausch, Assistant Dean of International Student and Scholar Advising, (610) 526-7390

[www.brynmawr.edu/inside/offices-services/impact-center/international-advising](http://www.brynmawr.edu/inside/offices-services/impact-center/international-advising)

International Student and Scholar Services and Advising supports international students on our campus. We specifically offer advising to students on F-1 or J-1 visa status regarding U.S. immigration regulations and nonresident alien taxation during their study at the College. We also provide support in academic, social, personal and cross-cultural adjustment.

## **CAREER & CIVIC ENGAGEMENT CENTER**

Student Life and Wellness Building, (610) 526-5174

[www.brynmawr.edu/career-civic](http://www.brynmawr.edu/career-civic)

The mission of the Career & Civic Engagement Center (the Center) is to prepare and support liberal art students and alums to become effective, self-aware leaders in their chosen life pursuits. The Career & Civic Engagement Center provides integrated and coordinated services, programs and opportunities in career exploration, internships and summer internship funding, civic engagement, leadership, professional and personal skill-building, networking and alumnae/-i programs.



## **THE IMPACT CENTER**

Student Life and Wellness Building, (610) 526-6592

[www.brynmawr.edu/inside/offices-services/impact-center](http://www.brynmawr.edu/inside/offices-services/impact-center)

The Impact Center for Community, Equity, and Understanding implements programs and activities that address issues of diversity, power, and privilege with a goal of improving the campus climate and enhancing community life at Bryn Mawr College. This is done with a lens that advances anti-racism, wellness, welcome, and belonging for all students, especially those who know the experience of marginalization first-hand.

## **STUDENT ACCOUNTS**

Benham Gateway Building, Third Floor, (610) 526-5500

[www.brynmawr.edu/inside/offices-services/student-accounts](http://www.brynmawr.edu/inside/offices-services/student-accounts)

Student Accounts aids with questions regarding the billing, insurance, and payment of tuition and fees. For information on billing, due dates, how to access your billing statement, payment options and other frequently asked questions, please visit the Student Accounts website or email [studentaccounts@brynmawr.edu](mailto:studentaccounts@brynmawr.edu).

## **WRITING CENTER**

Canaday Library, First Floor

[www.brynmawr.edu/writingcenter](http://www.brynmawr.edu/writingcenter)

The Writing Center's dedicated GSAS writing consultant consults GSAS students on writing tasks of any kind: coursework, conference papers, articles, dissertations, graduate fellowship applications, and job market materials. The Writing Center offers consultations on public speaking and professional tutoring for multilingual (ESL) writers. All writers, experienced and inexperienced, can benefit from constructive conversation about their work with trained readers, and students may come in at any point in the writing process, even without a draft. Visit the Writing Center Web site to make an appointment or to learn more about services. Walk-ins are helped on a first-come, first-served basis, and consultations start on the hour.

## **ATHLETICS AND PHYSICAL EDUCATION**

Bern Schwartz Fitness and Athletics Center, (610) 526-7348

<https://gobrynmawr.com/landing/index>

The Department of Athletics and Physical Education offers a variety of opportunities promoting self-awareness, confidence, and the development of skills and lifelong habits that will enhance the quality of one's life. Drop-in instructional fitness classes are available to Bryn Mawr students, faculty and staff at no cost through the Bryn Mawr Fit Club. Bryn Mawr graduate students can access the Fitness Center and Pool at no charge during open hours using their OneCard.

## **LIBRARIES AND EDUCATIONAL RESOURCES**

### **Libraries**

The Mariam Coffin Canada Library is the center of Bryn Mawr's library system. Opened in 1970, it houses the College's holdings in the humanities and the social sciences. The award-winning Rhys Carpenter Library, opened in 1997, is located in Old Library building and houses the library collections in Archaeology, Classics, History of Art, and Growth and Structure of Cities. The Lois and Reginald Collier Science Library was dedicated in 1993 and brings together the collections for Mathematics and the sciences. The library collections of Haverford and Swarthmore Colleges, which complement and augment those of Bryn Mawr, are freely accessible to students.

Tripod (<http://tripod.brynmawr.edu>), the online public access catalog, provides information about the more than three million books, journals, videos, sound recordings, and other materials in the Bryn Mawr, Haverford, and Swarthmore College collections. A large percentage of the Tri-College holdings are in electronic form and accessible online. Bryn Mawr students have borrowing privileges at Haverford and Swarthmore. They may also have material transferred from either of the other two campuses for pickup or use at Bryn Mawr, usually in less than 24 hours. Through the Library's home page ([www.brynmawr.edu/lits](http://www.brynmawr.edu/lits)), students may connect to Tripod; explore more than 200 subject-specific research databases; and tap into other library services and resources such as reference services, research consultation, reserve readings, interlibrary loan, etc.

Bryn Mawr maintains extensive relationships with other major academic libraries both in the region and worldwide. Through the consortia EZ-Borrow system, students can borrow materials from more than 30 Pennsylvania-area academic libraries.

Students may also request items in almost any language from libraries across North America through interlibrary loan. Additional information about Bryn Mawr's libraries and services may be accessed on the Web through the library home page at [www.brynmawr.edu/lits](http://www.brynmawr.edu/lits).

## **SPECIAL COLLECTIONS**

Canaday Library, 2nd Floor

[SpecColl@brynmawr.edu](mailto:SpecColl@brynmawr.edu)

The Special Collections Department manages the College's extensive collections of rare books, manuscripts, art works, cultural artifacts, digital collections, and the College's archives and these are available for use in classes and for individual research projects. Special Collections staff promote teaching and learning with the collections through exhibitions, class visits, research project support, internships, and public programs, regularly in close partnership with the College's program in Museum Studies.

The department offers opportunities for the college community to engage actively and critically with primary resources and to conduct original research. Special Collections supports disciplinary and inter-disciplinary approaches that foster materiality study, visual literacy, and the discovery of diverse, non-traditional narratives about and within the collections.

Bryn Mawr's collections include approximately 60,000 rare books and a million manuscript pages, as well as historical maps, prints, and ephemera. The collections are wide-ranging, including medieval manuscripts and early modern European printed books; books and manuscripts on European and American travels to Asia and Africa; children's books; books and manuscripts from the women's rights movements; early printed books from China and Korea; and much more.

Bryn Mawr's Art and Artifacts collections number more than 50,000 objects. These include fine, decorative, and culturally-specific art objects from across place and time, archaeological and ethnographic materials, as well as scientific instruments and specimens. The collections enhance the educational mission of Bryn Mawr College by supporting teaching and learning across diverse academic departments. Each year hundreds of objects from the collections are used by faculty, students, and outside scholars for research and exhibition development.

For more information, please visit the Special Collections website: [www.brynmawr.edu/inside/offices-services/library-information-technology-services/libraries-collections/special-collections](http://www.brynmawr.edu/inside/offices-services/library-information-technology-services/libraries-collections/special-collections)

## **SPECIAL RESEARCH RESOURCES**

Bryn Mawr College's excellent collection of more than 100,000 rock and mineral specimens supports teaching and research in the Geology department. The collection spans more than 90 countries, all 50 U.S. states, and more than 1,000 individual mineral species. For context, more than 90% of Earth's crust is composed of just 50 mineral species; the Bryn Mawr Collection houses an astonishing diversity of mineral specimens. As a repository for the U.S. Geological Survey, the Geology department also has an excellent collection of topographical and geological maps and publications.

The Center for Visual Culture provides a forum for a wide range of curricular and extra-curricular events including special lectures, conferences, film series, and exhibitions. The Center sponsors undergraduate and graduate research, and also supports postdoctoral scholars engaged in projects extending in scope from ancient Constantinople to the Hollywood of today. These visitors enjoy the use of the excellent visual and textual resources of Carpenter and Canaday libraries and also contribute much to the intellectual life of the College through public and more informal discussions of their work.

## **LIBRARY AND INFORMATION TECHNOLOGY SERVICES (LITS)**

Labs with library computers, printers, and more are available for student use in Canaday, Carpenter, and Collier libraries. Computers are equipped with MS Office, Adobe CC, and a variety of academic software.

The Help Desk is located on the main floor of Canaday Library and is available during building hours for walk-up help, email and telephone assistance. The Help Desk is your first point of contact for technology-related problems and questions. Call or email the Help Desk at [help@brynmawr.edu](mailto:help@brynmawr.edu), (610) 526-7440 if you:

- Are having trouble with any of your accounts
- Cannot connect to the network
- Need help with your personal computer or advice about information security
- Think you have a virus or other computer problem
- Want to report a problem with a campus computer
- Want to know about available software
- Need advice about buying a new computer or upgrading an old one

## **LABORATORIES**

Research and teaching in biology, chemistry, computer science, geology, mathematics, and physics is carried out in the Park Science Center, which also houses the Collier Science Library.

The natural science departments have excellent teaching and research facilities that provide students with the opportunity to conduct cutting-edge research using modern equipment and instrumentation. Laboratories and classrooms are equipped with extensive computer resources for data analysis and instruction, including state-of-the-art video- projection systems and computer workstations.

Below are lists of more detailed descriptions of the labs in the Chemistry and Physics departments, as well as a description of the instrument shop, where custom-designed equipment for special research projects can be fabricated by two expert instrument makers.

### **CHEMISTRY**

The Department of Chemistry houses many spacious well-equipped laboratories with specialized instrumentation and equipment for teaching and research. Chemistry research and teaching activities are carried out in 50,000 square feet of space, including 35,000 square feet in two wings completed in 1992 and 15,000 square feet of space renovated in 1993. Research instrumentation includes: 400 MHz Bruker Nuclear Magnetic Resonance (NMR) spectrometer, Waters LC-MS with Electrospray Ionization Mass Spectrometer (ESI-MS), Atomic-Force Microscope, Gas Chromatograph-Mass spectrometer (GC-MS), Fourier Transform-Infrared (FT-IR) spectrophotometers, Fluorescence spectrophotometer, Ultraviolet-Visible (UV-vis) spectrophotometers, High-Pressure Liquid Chromatographs (HPLC), Liquid scintillation counter, Inert atmosphere glove box and multiple Schlenk vacuum lines for anaerobic chemistry, cold rooms, Ultracentrifuge, Potentiostats and Biopotentiostat, MacPro (3.2 GHz processor and 32 GB memory) running Gaussian 03 and Sybyl 6.92, Machine shop staffed with two full-time machinists skilled in scientific apparatus design and construction, outstanding library resources, including Scifinder Scholar; a campus collection comprised of over one million volumes, including books, documents, microform, and multimedia material; a tri-college collection with Haverford and Swarthmore of one million-plus titles; over 550 journal subscriptions in the sciences with internet access to the most recent issues.

## **PHYSICS**

The Department of Physics has many laboratories for education and research. Research in the department has been recognized and sponsored by funding from agencies such as the National Science Foundation, the American Chemical Society, Research Corporation, and the North Atlantic Treaty Organization. The facilities and equipment available for experimental research are of high quality and enable each research group to remain competitive in its area. Facilities available to the graduate students include: Atomic force microscope, Electrochemical deposition system, Class 1000 soft-curtain clean room, Vibrating Sample Magnetometer, AJA UHV sputtering system film deposition, Karl Suss MJB-3 mask aligner, X-ray diffractometer, Various tunable pulsed and CW laser systems, two ultrahigh vacuum systems for laser cooling and trapping, high vacuum plasma chamber, 10kV pulse power plasma source, access to the Advanced Photon Source (APS) at Argonne National Laboratory and the Advance Light Source at Lawrence Berkeley National Laboratory, access to the Swarthmore Spheromak Experiment (SSX) at Swarthmore College and the Large Plasma Device (LAPD), a large-scale NSF-sponsored plasma physics experiment user facility at UCLA, machine and Instrument shop, and extensive information technology and library resources.

## **SCIENCE SUPPORT SERVICES**

The Department of Science Services in the Park Sciences Building houses a fully-equipped Instrument Shop staffed by 2 full-time instrument makers and 1 analytical instrumentation specialist that design, build, troubleshoot and maintain the scientific equipment for instructional and research laboratories in all 6 natural science departments.

Capabilities include 3D SolidWorks design modeling of instrumentation, 2- and 3-axis CNC milling machines, a precision instrument lathe, surface grinding, full welding complement, sandblasting, sheet metal machinery, as well as a large lathe and milling machine for oversized work. The instrument makers/designers work with undergraduates engaged in research, class projects and senior thesis projects with some hands-on machining and assembly from their designs. Help with material selection, design and production alternatives is also offered.

## **FACILITIES FOR THE ARTS**

Goodhart Hall, which houses the Office of the Arts, is the College's main venue for theater and dance.

Performance spaces in Goodhart include the 500-seat McPherson Auditorium, which has state-of-the-art lighting and sound systems; the Katharine Hepburn Teaching Theater, a flexible black-box-style space with theatrical lighting and sound capabilities; the Music Room, equipped with a small stage and two pianos and used for ensemble rehearsals and chamber-music recitals; and the Common Room, an intimate, carpeted space. Students may also reserve time in the four practice rooms in Goodhart, all of which are furnished with grand pianos.

The Great Hall provides a large space for classical music concerts, lectures and readings, while the adjacent Cloisters, Carpenter Library roof, and Taft Garden are popular outdoor performance spaces. The former Rhoads Dining Hall is appropriate for parties, DJ events, and small-to-medium scale concerts.

The Pembroke and Denbigh dance studios are home to most small-to-medium scale dance performance activities. Both have large windows, ballet bars, mirrors and theatrical lighting capabilities.

Wyndham Alumnae House's Ely Room and English House host creative writing classes, workshops, and readings.

Arnecliffe Studio houses a printmaking studio and plays host to many student-organized workshops, readings and performances. The Rockefeller Hall drafting studios are devoted to architectural studies and theater design. Students interested in learning more about art spaces and venues on campus should visit [www.brynmawr.edu/student-life/arts](http://www.brynmawr.edu/student-life/arts).

## **THE BERN SCHWARTZ FITNESS AND ATHLETIC CENTER**

The Bern Schwartz Fitness and Athletic Center reopened in September 2010. The new 11,500 sq. ft. fitness center boasts over 50 pieces of cardio equipment, 15 selectorized weight machines and a multi-purpose room housing everything from a broad offerings of physical education classes, Bryn Mawr Fit Club classes and strength and conditioning sessions for student athletes. The fitness center has over 100 different workout options, free weights, indoor cycling bicycles, and cardiovascular and strength training machines.

The Class of 1958 Gymnasium is home to the College's intercollegiate badminton, basketball and volleyball programs and hosts two regulation sized basketball and volleyball courts. In addition, the building includes a state-of-the art eight lane swimming pool, athletic training room, locker rooms, a conference smart room

and the Department of Athletics & Physical Education offices. The fitness center is located on the second floor directly up the circular staircase as you enter the Bern Schwartz Fitness and Athletic Center.

The outdoor athletics and recreation facilities include: Applebee Field, Shillingford Field, seven tennis courts, a recreational and club sport field at the Graduate School of Social Work, and an outdoor track and field practice area. The Applebee Field named for Constance M. K. Applebee, the first director of physical education at the College and credited for bringing field hockey to the United States, was renovated in August 2012. The field was converted from natural grass to a synthetic field, and expanded to meet NCAA requirements for lacrosse, soccer and field hockey.

## **CAMPUS CENTER**

The Marie Salant Neuberger Centennial Campus Center, a transformation of the historic gymnasium building on Merion Green, opened in 1985. As the center for non-academic life, the facility houses a café, lounge areas, meeting rooms, the College post office and the bookshop. The Conferences and Events Office is also located here. Students, faculty and staff use the campus center for informal meetings and discussion groups as well as for campus-wide social events and activities.



## **STUDENT RESPONSIBILITIES AND RIGHTS**

### **GSAS ACADEMIC INTEGRITY**

Honesty in research and scholarship is fundamental to the academy and to the values of the Graduate School of Arts and Sciences. As apprentices to the academy, graduate students are expected to uphold the principles of academic integrity which include proper citation and paraphrasing in written work and responsible conduct in research. Graduate students should be proactive in ensuring they have not accidentally committed plagiarism in their written products and have given proper attribution of ideas and data.

Violations of academic integrity include: plagiarism within a course assignment, course paper, thesis or dissertation; dishonesty in research reporting, such as falsification or data fabrication; cheating in coursework; and dishonesty in relationships with faculty, instructors, college administrators, or fellow students. Violations of academic integrity will not be tolerated by GSAS and Bryn Mawr College and such actions could lead to termination in the program.

The following process will be used to address violations. In most cases, violations will first be considered by the student's department who will notify the Dean of Graduate Studies of the details of the violation. If the department in consultation with the Dean is not able to reach a satisfactory disciplinary outcome, evidence may be presented to Graduate Council for advice. Upon being notified of a perceived infraction of academic integrity, a GSAS student under review for alleged misconduct has the right to appear before the Dean of Graduate Studies to explain the circumstances and nature of their behavior. The student may submit a written statement instead of or in addition to appearing before the Dean. The student also has the right to request that the violation case be brought immediately for consideration by the Graduate Council rather than be resolved by the department in consultation with the Dean of Graduate Studies. In all cases, GSAS will strive to conclude a review of the violation according to a timeline mutually agreed upon by all parties. Serious cases may lead to non-continuation and removal from program.

If academic dishonesty is discovered post-graduation, it should be reported to the Dean of Graduate Studies, who will bring the case to Graduate Council and College Counsel for deliberation and determination of the outcome.

## HONOR CODE

It is useful to know the Undergraduate Honor Code as many graduate students interact with undergraduates as Teaching Assistants. Bryn Mawr is known for its Honor Code, which governs the academic and social behavior of all undergraduates and postbaccalaureate students.

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While the Code does not officially cover faculty or graduate students, both groups are expected to conform to the spirit of its provisions and to uphold the Code in any interaction between them and undergraduates and among themselves.

The academic provisions of the Honor Code include the following:

### A. Academic Resolutions

These resolutions are to preserve and ensure the integrity of the College and of the individuals within it. Each student is responsible for the integrity of her own academic work. Thus, it is important that each student read and understand these academic resolutions, as each student will be held responsible for them.

#### 1. Examinations and Quizzes

- a. Students are not to reveal the form, content, or degree of difficulty of any examination or quiz. Discretion should be used in discussing the examination and in disposing of the examination.
- b. Examinations at the end of each semester will be conducted without proctors in the examination rooms. However, one or more student proctors will remain in each building to be called in case of emergency and to maintain quiet.
- c. There should be no talking in the examination rooms. A student may leave an examination but should not create a disturbance. On completion of examinations, students are requested to leave the building promptly and quietly. Examinations will be written in blue books or on other paper provided by the College. Students are urged to occupy alternate seats where space permits. Students should not bring books and papers into the examination room unless told to do so by the instructor.
- d. In a scheduled examination, the instructor or the instructor's representative may stay in an examination room for about fifteen minutes at the beginning of an examination to answer questions, and may return at the close of the examination to collect papers. Students, upon completing, shall leave all blue books on the instructor's desk or as otherwise instructed.

e. Quizzes will be conducted in the same manner except that the instructor may remain in the room. Quizzes will ordinarily begin at ten past the hour, and students are responsible for observing time limits.

f. In self-scheduled examinations, students must stop writing at the time specified by the instructor. Both the self-scheduled examination questions and the 'blue books' will be returned to the proctor in the building after the students complete them. The same standard of integrity is expected of students in cases of take-home or open book examinations, or any type of examination. The time allowed for a take-home examination or quiz is considered to run from the time the student opens the examination through the time limit specified by the instructor. A student may not use course materials, or seek any other outside help, unless specifically instructed to do so.

#### Other Academic Work

a. In reports and other written work, sources of information and of ideas and opinions not the student's own must be clearly indicated; the source of direct quotations must be acknowledged. Failure to do so constitutes plagiarism.

b. In laboratory work, each student, unless otherwise directed, is expected to make all the necessary measurements, drawings, etc., independently, from her/his own observations of the material provided. All records, including numerical data for working out results, are to be used by the student independently and as initially recorded.

c. Collaboration among students in the preparation of work may take place as approved by the instructor.

d. Permission must be obtained in advance from all professors concerned if a paper is to be submitted for credit in more than one course. If the paper has been used in a previous course or another school, the current professor should be made aware of the fact.

e. Any student who is uncertain about the application of the preceding rules to any particular assignment should ask the instructor for more explicit directions.

Library — Use of library resources is subject to the Honor Code, as well as normal library regulations. It is the responsibility of the students to acquaint themselves with the regulations regarding the use of library materials, especially those materials on reserve. If a student fails to return a library book on time, despite requests from the librarian, it will be considered an infraction of the Academic Honor Code, and will be dealt with accordingly.

Faculty — Members of the faculty are not under the jurisdiction of the Honor Code but may participate in confrontation. Complaints about a faculty member should first be made to the professor and then to the Dean of the Undergraduate College.

#### B. Social Resolutions of the Honor Code

The Social Honor Code attempts to reconcile the often-conflicting demands of community and personal responsibility to create an atmosphere in which individuals interact effectively. Policies approved by the vote of the Self-Government Association are the only policies that fall under the jurisdiction of the Honor Board. The social resolutions represent guidelines for conduct in areas where a need for community agreement on behavior exists, and may at times restrict the maximum freedom of each individual. Confrontation is appropriate whenever a student feels that their rights have been infringed upon. The following resolutions do not exhaust all situations in which confrontation may be appropriate.

Confidentiality — The right of each student to privacy shall be preserved except in cases of dire emergency. When answering phones, no information concerning any student may be released without an express directive from the student. This same concern should be considered when replying to written or verbal requests for information about another member of the Association or the larger community.

Guests — Every guest on the campus is bound by the Honor Code regulations while staying on the campus; future visits by guests who have violated these regulations may be restricted. Each student is responsible for seeing that her/his guests are acquainted with the resolutions of the Association. The student will not be penalized for a guest's failure to comply with the resolutions if the guest has been informed of them. This statement refers only to the student Social Honor Code procedures. The student and their guest may be subject to College administrative procedures and penalty. Guests may be received in students' rooms at any hour. For the security of the halls, any stranger should be escorted to the public rooms, to the room of the person being visited, or out of the hall. Men's use of bathrooms shall be determined by each corridor in any women's hall. It is a College rule that guests may stay in halls for short visits only. Violations may be reported to the Dean of the Undergraduate College.

Dormitory Life — Decisions pertaining to the specific door-keeping practices, smoking areas, and quiet hours of each dormitory will be determined at the first dorm meeting of each academic year.

Policies on Alcohol and Drugs — The College's policies on alcohol and drugs are also included in this Honor Code.

# **GSAS GRADUATE STUDENT PARENTAL ACCOMMODATIONS POLICY**

## **ELIGIBILITY**

Full time graduate students who are anticipating the birth or adoption of their child are eligible for accommodations or extensions for academic course work and other requirements, for both the period before and following the arrival of their child. This policy is a parental accommodations policy rather than a leave of absence. A leave of absence could be arranged separately if required (see page 4 in the GSAS Academic Rules). The parental accommodations policy is available to domestic as well as international students.

## **PRINCIPLES**

1. Before taking parental accommodations, students will:
  - a. notify their research advisor and/or Director of Graduate Studies at least three (3) months prior to the start of the parental accommodations period.
  - b. consult with their research advisor and/or Director of Graduate Studies in order to:
    - i. determine what adjustments need to be made for their short-term and long-term academic goals, including but not limited to adjustments to coursework, TA/GA work, exam schedule, and/or research projects.
    - ii. affirm their agreement to the details of their parental accommodations arrangements by signing, with their advisor and the Dean of Graduate Studies, a document summarizing the agreed-upon short-term modifications to their academic plan.
2. While taking parental accommodations, students will:
  - a. be allowed a period of 8 weeks, normally commencing within 2 weeks of the birth or adoption, during which academic expectations are on hold and the level of participation in their program is determined by the student.
  - b. maintain continuing student status
  - c. retain health insurance coverage.
  - d. retain financial support through academic funding, including but not limited to teaching/graduate assistantships and/or fellowships.
3. After taking parental accommodations, students will:
  - a. remain enrolled and seek the previously agreed upon level of work (see 1.b.i.)
  - b. be allowed an additional year towards completion of their degree(s) with eligibility for additional funding support.

Exceptions to the above parental accommodations policy may be requested in writing for consideration by the Dean of Graduate Studies.

## **ADDITIONAL EMPLOYMENT GUIDELINES DURING THE ACADEMIC YEAR**

Graduate study at both the master's and the doctoral level, requires the student's full-time commitment to engage in coursework, research, and professional development. As a consequence, GSAS students receiving fellowships, teaching assistantships, or other forms of full-time financial support from Bryn Mawr College are expected to refrain from engaging in additional, regular employment.

Should a GSAS student and that student's departmental advisor(s) believe that additional part-time employment is both relevant and necessary for the student's financial stability or professional development and also unlikely to impede timely progress toward the degree, the student may, on a case-by-case basis, be approved to engage in paid work on or off campus. Regularly enrolled GSAS students who receive full financial support from the College toward their degree program may seek approval to work up to an average of 10 additional hours per week during the school year (this may include teaching at most one course at another institution). Prior to making a commitment to additional part-time employment, the student, their departmental Director of Graduate Studies (DGS), and, if a student has already passed the preliminary examinations, their dissertation advisor(s) must discuss and agree upon any arrangements for outside work. Students are encouraged to communicate regularly with their DGS and advisor(s) throughout the period of their additional part-time employment. If the additional employment negatively impacts a student's performance or timely progress in academic and professional development, the student may be asked to terminate the additional work obligations.

International students with valid F-1 visa status are limited to a maximum of 17.5 hours of on-campus employment per week during the school year according to Bryn Mawr College regulations. International students may be eligible to seek authorization for temporary off-campus employment to engage in practical training directly related to their field(s) of study by gaining approval for Optional Practical Training (OPT) or Curricular Practical Training (CPT). In all cases, students must consult with the Principal Designated School Official (PDSO), file any required applications, and obtain permission prior to making any arrangements with outside employers. Furthermore, international students are expected to abide by the normal terms of the GSAS additional employment policy, that is, any employment should be discussed and mutually agreed upon with the student's advisor(s) and should average no more than 10 hours per week.

## **LEAVES OF ABSENCE**

Students who have not advanced to candidacy for the Ph.D. may take a leave of absence, discontinuing their graduate work for a period of time, by consulting their Director of Graduate Studies, then notifying the Dean of Graduate Studies. A leave of absence does not change the requirement that the degree of Master of Arts must be completed within a period of five years.

Students who have advanced to candidacy for the Ph.D. may be granted a leave of absence by the Dean of Graduate Studies, with the approval of the Director of Graduate Studies and the Dissertation Director, for a semester or a full academic year, and a leave may be renewed for an additional period, provided that the total does not exceed two academic years. Leaves of absence exceeding a total of two academic years will be granted to Ph.D. candidates only under exceptional circumstances, and only with the approval of the Director of Graduate Studies, the Dean of Graduate Studies, and the Graduate Council.

## **NON-CONTINUATION OF GRADUATE STUDIES**

Successful completion of an M.A. at Bryn Mawr College does not ensure departmental approval for continuation in graduate work toward the Ph.D.

In the case of unsatisfactory work, unsatisfactory progress toward the degree, or failure to pass the requirements for the M.A. or Ph.D. in timely fashion, the department may recommend the non-continuation or exclusion of a student to the Dean of Graduate Studies, who will notify the student of the decision. This notification shall also inform the student of their right to appeal and reference this section for full rules and procedures. A decision not to continue or to exclude a student means that the academic programs and services of the College are no longer open to that student except in cases in which the student is admitted, through the regular procedures, to another department.

If the student wishes to appeal the decision, they should direct the appeal to the Chair of the Graduate Council. The Chair of the Graduate Council will appoint an appeal committee consisting of the Chair of the Graduate Council and all faculty and graduate student members of Graduate Council. (In the event that any of these persons participated in the prior decision of unsatisfactory academic work, they will not be allowed to sit on the appeal committee). The appeal committee shall conduct a formal hearing, to which all appropriate persons, including representatives of the student's department, shall be invited to appear. The decision of the appeal committee shall be final.

A student whose behavior disrupts the normal conduct of academic affairs within or beyond their department may be excluded by the Dean of Graduate Studies, in consultation with the student's department. The student and their department shall be informed in writing (1) that the Dean of Graduate Studies is considering revocation of their award and (2) that they may appear at a hearing to be held at a specified time and place. At the hearing the Dean of Graduate Studies, the Director of Graduate Studies in the student's program, and other appropriate members of the faculty (including, for degree candidates, the director of the student's work) shall be present. In the case of accused misconduct, the student shall also be informed of the specific misconduct charged, that they shall have the right to select and have present any kind of counsel, to face and to examine witnesses, to call witnesses on their own behalf, and to appeal. If the student wishes to appeal the decision, a committee constituted of at least three faculty members of the Graduate Council will hear the student, a representative of the department, and the Dean of Graduate Studies. The committee will make its recommendations to the President; the President's decision will be binding.

If the student wishes to appeal the decision, they should direct the appeal to the Chair of the Graduate Council. The Chair of the Graduate Council will appoint an appeal committee consisting of the Chair of the Graduate Council and all faculty and graduate student members of Graduate Council. (In the event that any of these persons participated in the prior decision of misconduct, they will not be allowed to sit on the appeal committee). The appeal committee shall conduct a formal hearing, to which all appropriate persons, including representatives of the student's department, shall be invited to appear. The decision of the appeal committee shall be final.

In cases of exclusion in the course of an academic year, fees will not be refunded or remitted in whole or in part; fellowships, scholarships, and assistantships will be canceled.



## **COLLEGE AND SCHOOL POLICIES**

### **INFORMATION SECURITY**

Graduate Students must have Infosec training which includes an overview of applicable laws; recommendations on how to avoid or address known risks, password security and encryption; appropriate methods of record storage and backup; proper methods of record disposal; and College policies and guidelines related to data security and stewardship.

### **ACCEPTABLE USE POLICY**

This policy applies to all users including faculty, students, staff, affiliates, guests, and visitors using College LITS resources and to all systems owned by the College and any systems connecting to the College's network. Use of College systems or LITS resources signifies your understanding of and agreement with these terms.

All use of IT resources must adhere to these principles:

- Be mindful of the shared nature of College IT resources and your impact on the ability of others to use them effectively.
- Be consistent with the purpose of the resources, namely the academic mission of the College and College's operational requirements.
- Respect the College's name and reputation in your electronic communications.
- Be a good citizen; you must comply with local, state and federal laws, observe copyrights, licenses, contracts, and College policies.
- Prohibited practices include, but are not limited to:
- Sharing your account or password.
- This includes everyone: family members, friends and associates, and members of the Bryn Mawr community.
- You will never be asked for your password by Bryn Mawr College Library & Information Technology Services and you should be suspicious of anyone that requests it.
- Because your username and password constitute a legally binding unique identity, you are responsible for any action, authorized or unauthorized, performed using your credentials.
- Do not permit visitors you are hosting to engage in prohibited or illegal activities, and do not register unknown individuals on the network
- Accessing or attempting to access communications or IT resources for which you are not authorized.

- Transmitting or disseminating a virus, worm, Trojan horse or other harmful software.
- Downloading, possessing, or sharing copyrighted materials in violation of US copyright law.
- Transmitting unauthorized bulk communications (spam), either within the College or to the outside world.
- Sending forged, threatening, or harassing communications.
- Using IT resources for commercial, for-profit, or promotional activities unrelated to the mission of the College.
- Tampering with, damaging, or disrupting College IT resources, services, or equipment.
- Profiting from or reselling College services or access without express authorization.
- Using personal wireless access points/routers, wired switches, or any device configuration allowing “network sharing”.
- Excessive use of any IT resources, especially in ways that impact others’ ability to make effective use of these shared resources or cause significant cost to the College

The College reserves the right to disconnect or disable, without warning or prior notice, any computer, account, or service that poses a security or performance threat to College resources or services or that otherwise violates College policies. Access may be later restored after the incident has been reviewed and the risk mitigated or eliminated. Library & Information Technology Services personnel are authorized to monitor IT resources, investigate suspected violations, and examine items stored on or in any College IT resource. Devices operating in violation of this policy may be confiscated. Repeated or serious violations are grounds for permanent account loss or complete loss of College network access.

Posting your credentials or leaving them in plain view or an easily discovered location constitutes a security risk to the College and will result in immediate loss of access, pending review. Follow the password safety guidelines posted on our Tech Documentation blog.

Recreational and personal use of the network is permitted, but the College reserves the right to shape or otherwise bias the network in favor of the academic and operational mission of the College. The College does not guarantee that all devices will be able to connect to or operate with the data network.

For personally owned computers and mobile devices, it is the owner’s responsibility to ensure that his or her device is fully updated and is protected

against viruses, malware, and other threats. Should a computer or mobile device become infected or experience a problem which causes disruption on the College network, its connection will be disabled until the problem can be resolved to the satisfaction of Library & Information Technology Services staff.

Violations of this policy will be subject to disciplinary action or referral to law enforcement where applicable. Students, faculty, staff, affiliates, and guests should be aware that prosecution and/or significant fines or financial penalties may occur if the law is violated. Intentional or accidental violators of College policies risk loss of access to some or all College IT resources. Blatant or repeat offenders will be reported to the appropriate College office for action. Students, faculty, staff, affiliates, and guests should be aware that the College will honor any legal requests for information pertaining to any violations. All computer and network users need to be aware of the College DMCA policy and the possible ramifications of violating this law.

This policy addresses common situations. Individuals are expected to use College IT resources responsibly, whether or not there is a guideline addressing the specific situation.

Additional limitations or prohibitions may exist in departmental facilities. Individuals are responsible for adhering to these policies and observing posted guidelines. Refer all inquiries to the specific department.

## **DATA HANDLING POLICY**

This policy states the guiding principles for information stewardship and a framework for classifying and handling confidential information and applies to all members of the Bryn Mawr College community.

The College and its individual community members are expected to responsibly manage, handle, and use institutional information or data for instruction, research, service, and administration. While such information or data may be accessed from, or stored on, a College-owned, personally-owned, or third-party computer or device, this expectation of responsibility remains in force.

Institutional data consists of all information that is created, collected, licensed, maintained, recorded, used, or managed by the College, its employees, or any person or agent working on behalf of the College, regardless of the ownership or origin of the information.

An institutional (or College-owned) system is any server, computer, mobile device, network, or storage media owned, rented, or licensed by the College to store and access institutional data.

This College policy is intended to ensure the integrity, availability, and protection

of institutional data without impeding legitimate, authorized access to, and use of, institutional data and systems.

For more information, visit: [www.brynmawr.edu/inside/offices-services/library-information-technology-services/about/policies/data-handling-policy](http://www.brynmawr.edu/inside/offices-services/library-information-technology-services/about/policies/data-handling-policy)

## **ALCOHOL AND DRUG POLICIES**

In addition to the policies here, we direct your attention to the College's Drug and Alcohol Prevention (DAAPP) webpage at <https://www.brynmawr.edu/inside/policies-guidelines-handbooks/college-policies-guidelines/drug-alcohol-prevention>.

All graduate students are responsible for acting in accordance with the College's Alcohol and Drug Policies, which are distributed to graduate students each year via the applicable Student Handbook.

These policies assert that each student is responsible for conducting themselves in ways consistent with federal, state and local laws, and for following College policies regarding alcohol or drug use in the interest of their health and well-being. Impairment due to alcohol or drug use is never an excuse for misconduct. The College will not contribute to the cost of a legal defense for those who violate drug or alcohol laws and rules. Alcohol or drug policy infractions may result in disciplinary action, up to and including separation from the College.

When a student is concerned about another student's alcohol or drug use or its self-destructive potential, she or he may express that concern and, if appropriate, encourage that student to seek confidential help from one of the counselors, nurses or physicians at the College's Health Center, or from a professional off campus. A student with questions about how best to assist another student may seek guidance from a drug and alcohol counselor, counselor or the Dean. Advice may be sought without revealing the identity of the student needing help, if that seems best.

## **THE ALCOHOL POLICY**

The Alcohol Policy, in conjunction with planned educational activities and support services, is designed to achieve the following goals:

- to remind students of the laws of the Commonwealth of Pennsylvania and of the Social Honor Codes, both of which govern their behavior with

respect to alcohol;

- to stress moderation, safety, and individual accountability for those who choose to drink;
- to maintain a Bi-College social atmosphere that is free of coercion for those who choose not to drink and a climate in which alcohol is not the focus of parties or other social events;
- to maintain a Bi-College community in which alcohol use and its effects are minimal;
- to provide confidential and effective guidance for those with specific needs related to substance use and substance use disorders; and
- to provide information and education to all students about the effects of alcohol consumption.

All members of the Bi-College community are expected to be familiar with and abide by the principles of the Alcohol Policy.

It is the duty of all students to conduct themselves in a manner consistent with the Honor Code, in addition to helping others do the same. With regard to the consumption of alcohol, students are responsible for their own well-being. Behavior that puts students at mental, physical and/or legal risk will be taken seriously and addressed accordingly to the needs of the student and community.

## **EXPECTATIONS OF STUDENTS**

1. Students who choose to consume, provide or serve alcohol, with an understanding of the responsibilities imposed by Pennsylvania law, should do so with a sense of responsibility and concern for themselves and others. Students also have the responsibility to talk to others whose behavior under the influence of alcohol is inconsistent with the welfare of the community.
2. The legal drinking age in the Commonwealth of Pennsylvania is 21, therefore alcoholic beverages are not to be served or consumed at student parties open to and/or advertised in the College, Bi-College, or Tri-College community. Additionally, alcoholic beverages can neither be served nor consumed at open parties held in public spaces. These include:
  - a. At Bryn Mawr: Cambrian Row, the Campus Center, Old Library, Guild Hall, Goodhart, Schwartz Gymnasium, Student Life and Wellness Building, all corridors, stairwells, landings, basements, attics and courtyards, laundries, all dining halls, Arnecliffe Studio, Pembroke Dance Studio, classroom buildings, the Dorothy Vernon Room, Canaday Library, outdoors on College grounds.
  - b. At Haverford: Founders Great Hall and Common Room, the Dining Center,

Lunt Party Room, the Alumni Field House, VCAM, Marshall Auditorium, Michael Jaharis Recital Hall, all corridors, stairwells, roofs and attics, Stokes Auditorium, classroom buildings, Magill Library, outdoors on College grounds. With special permission, parties at which only those 21 years of age and older are served alcohol may be held in public spaces.

3. Students who consume alcohol where it is forbidden under Section 2 of this Policy, and thereby place the hosts, the Colleges, and the students who administer party funds at risk and in jeopardy, should be asked to refrain from violating the Policy by the host or other party guests. In incidents where students feel that a violation of the Alcohol Policy has occurred and where the concerned party and the student about whom they are concerned fail to reach a resolution, they should follow the procedure of the campus on which the incident occurred. At Haverford, disregard for these Alcohol and other Party Policies will be brought to the attention of the deans. At Bryn Mawr, disregard for these Alcohol and other Party Policies will be dealt with under the procedures outlined in the Social Honor Code.
4. Intoxication shall not be seen as an acceptable or justifiable excuse for disruptive behavior and confrontation for such behavior shall be dealt with through each campus's Social Honor Code.
5. When talking with an individual does not or cannot lead to a satisfactory resolution of the issue, the individual whose behavior allegedly violates the Codes and expected conduct of the Colleges, in accordance with the procedures of the Social Honor Codes, shall ultimately be brought to the attention of the Honor Board (BMC) or Honor Council (HC). 15
6. The Honor Board/Council will bring a case to the attention of the Office of the Dean of the appropriate College if there is a threat to the lives or safety of individuals or of damage to College or private property resulting from intoxication or a violation of the Alcohol Policy. Flagrant or repeated violations of party guidelines could constitute such a case. Such behavior may result in separation or exclusion of the violating person(s) from the Colleges.
7. In some cases, the Honor Board/Council or the Office of the Dean will consult counselors who have expertise in alcohol abuse and alcoholism if such expertise is deemed relevant. Such consultation will take place only with the

violating person's knowledge.

8. Coordinators of parties and other social events must abide by the Party Policy of the host campus.
9. It is expected that hosts will inform their guests of the provisions of the Honor Codes, including the Alcohol Policy. Should the provisions of this Policy be violated by non- Bi- College members, their further access to these campuses may be restricted.
10. Faculty and staff members who entertain students should be aware of the responsibilities and risks to the Colleges and to themselves as individual social hosts under the laws of the Commonwealth.
11. Groups sponsoring social events must abide by the host campus' Party Policy. If party guidelines are not followed by guests or hosts, it is the responsibility of students aware of the violation to approach those in violation and seek a resolution.

## **SERVICES AND REFERRALS**

Both Bryn Mawr and Haverford Colleges provide services and referral for individuals who need help with alcohol-related issues. For confidential assistance, contact:

- Director of Counseling, Bryn Mawr College Health Services, The Health and Wellness Center
- Substance Abuse Educator, Haverford College, Morris Health Services
- Students may also be interested in Counseling Services Resource page: <https://www.brynmawr.edu/inside/offices-services/health-wellness-center/counseling-services>
- Harm Reduction Coalition: <https://harmreduction.org/resource-center/harm-reduction-near-you/>
- For those interested in abstinence-based programs:
  - In the Rooms [www.intherooms.com/home/category/community-and-meetings/](http://www.intherooms.com/home/category/community-and-meetings/)
  - AASEPIA.org
  - [www.NA.org](http://www.NA.org)

## **GSAS ALCOHOL POLICY**

Bryn Mawr College Graduate Student Alcohol Policy affords graduate the privilege of serving alcohol at certain GSAS sponsored events. As adults, students are

expected to know and abide by all applicable state and federal laws and College policies and procedures. Ultimately, students are responsible for their own behavior; however, if a student group provides alcohol as part of their event, they share in the responsibility to provide a safe environment for all attendees.

This policy is to be used as a guideline for GSAS sponsored social events where alcohol is present.

### **GSAS ALCOHOL POLICY FOR SOCIAL EVENTS**

Individuals under the age of 21 may not consume alcohol.

#### **LOCATION**

1. On-campus GSAS events serving alcohol without a bartender should be held in a closed location to ensure only graduate students are in attendance.
2. Alcohol must not leave the confines of the event except for set-up and clean-up of the event.
3. Trash from the event containing alcohol containers and boxes must be discarded by the hosts into an on-campus dumpster.

#### **ADVERTISING**

1. Advertisement for the event is not permitted in public spaces or forums.

#### **FOOD AND BEVERAGES**

1. Food and non-alcoholic beverages must be provided at events where alcohol is served.
2. Hard liquor is discouraged unless served by a bartender.

#### **SAFETY**

1. If a student consumes enough alcohol that it has become a medical concern, campus safety must be notified immediately at (610) 526-7911 or ext. 7911 from any campus phone.
2. In no event should anyone under the influence of alcohol operate a motor vehicle.
3. The following actions are prohibited at all Graduate Student Events:
  - a. Creating, offering, or engaging in drinking games and other behaviors that may induce or encourage the overconsumption of alcohol.
  - b. Serving or furnishing alcoholic beverages to someone who appears to have exceeded their limit.
  - c. Forcing the consumption of alcoholic beverages for any reason.



## ALCOHOL EFFECTS

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations and convulsions. Alcohol withdrawal can be life threatening. Long- term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

- Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.
- Students who choose to consume, provide or serve alcohol, with an understanding of the responsibilities imposed by Pennsylvania law, should do so with a sense of responsibility and concern for themselves and others. Students also have the responsibility to confront others whose behavior under the influence of alcohol is inconsistent with their welfare and concern for others in the community. When community members lose their ability to reason and control their actions due to excessive alcohol consumption, it is threatening to them, to those around them, and ultimately to the community as a whole. Students are urged to accept responsibility for preventing themselves from ever reaching that point.
- Since the majority of students at Bryn Mawr College are under 21, the legal drinking age in the Commonwealth of Pennsylvania, alcoholic beverages are not to be served or consumed at student parties open to and/or advertised in the College, Bi-College, or Tri-College community. Additionally, alcoholic beverages can neither be served nor consumed at open parties held in public spaces. When planning an event that will include alcohol, choice of a location that has limited access should be

made to control the access to alcohol.

- Inebriation shall not be seen as an acceptable or justifiable excuse for disruptive behavior and suspected inebriation will be referred to the Dean.
- When an individual's behavior allegedly violates this Policy and/or the College's other policies, that individual will be referred to the Dean.
- If there is a threat to the lives or safety of individuals or of damage to College or private property resulting from inebriation or a violation of the Alcohol Policy, immediate action will be taken by the College, up to and including, but not limited to, separation from the College.
- In some cases, the Dean will consult counselors who have expertise in alcohol abuse and alcoholism if such expertise is deemed relevant. Such consultation will take place only with the knowledge of the student involved. Students who entertain others should be aware of the responsibilities and risks to the College and to themselves as individual social hosts under the laws of the Commonwealth.

## **SERVICES AND REFERRALS**

Bryn Mawr College provides services and referral for individuals who need help with an alcohol- related problem. For confidential assistance, contact:

Beth Kotarski, M.D., Medical Services Director, Student Life and Wellness, The Health Center, (610)-526-7360

Keisha Smith, LCSW, Director of Counseling Services, Student Life and Wellness, The Health Center, (610)-526- 7360

Alcoholics Anonymous Information Center, 1903 S Broad St 2nd Floor, Philadelphia, (215)923-7900

Alcoholics Anonymous Clubhouse, 562 W. Lancaster Ave., Ardmore, (610)-527-9711

## **THE DRUG POLICY**

The drug policy is designed to achieve the following goals:

- To remind students that the College's policies, the federal laws and the laws of the Commonwealth of Pennsylvania do apply to their behavior with respect to the use of drugs;
- To stress individual accountability for those who choose to use illegal drugs;
- To maintain a College community where the harmful effects of drug use can be minimized;

- To inform the members of the College community of the availability of confidential and effective guidance and resources for those with questions and concerns related to drug use, dependence and abuse; and
- To encourage all members of the College community to become familiar with the physiological, psychological and legal aspects of drug use, dependence and abuse.

All members of the College community are expected to be familiar with and abide by the principles of the drug policy. This policy stresses prevention and concern; it charges the community with the responsibility for drug education and heightened awareness of campus resources for dealing with drug problems. It also asks us to consider the relationship between the individual and the community, and the question of responsibility to one's peers. In summary, we have a responsibility not to withdraw from the community by abusing drugs.

- The illegal possession, use, sale or distribution of drugs is in violation of the law, and the College will not protect students from prosecution under federal, state or local law.
- The College as an educational institution, being concerned about the harmful effects of the illegal use, possession, sale or distribution of drugs on the individual, and on the integrity, safety and security of this academic community, does not condone the illegal use, possession, sale or distribution of drugs. The administration of Bryn Mawr College reserves the right to act when it has reason to believe that involvement with drugs is having an adverse effect upon the life and/or academic performance of students or adversely affects or legally implicates others in the academic community. College action may take such forms as education, counseling, referral to outside agencies, separation or exclusion, depending on the situation.

## **PROCEDURES**

The following guidelines are not meant to cover all situations. They are intended, instead, to remind students of the variety of resources available and to reassure them about the consequences of seeking help. When a student is concerned about another student's drug use and its self-destructive potential, they should express their concern and, if appropriate, encourage that student to seek

confidential help from one of the counselors, nurses or physicians at the Health Center, or from a professional off campus. A student with questions about how best to assist another student may seek guidance from a drug and alcohol counselor, counselor or the Dean. Advice may be sought without revealing the identity of the student needing help, if that seems best.

If a student’s behavior as a result of drug use has disturbed or harmed other individuals or the community in a more general sense, the behavior itself should be brought to the attention of the Dean. The drug use that may have caused the behavior should not be viewed as an excuse, but as a second problem for which the individual may be encouraged to seek help from a professional counselor.

If an individual’s involvement with drugs is such that it, or behavior associated with it, is violent or life- threatening, or if that involvement, such as in the case of the sale or distribution of drugs, may not present immediate danger to life but may have legal implications which are administrative concerns, it should be brought to the attention of the Dean without delay by any member of the community who becomes aware of the situation.

**SUMMARY OF PENNSYLVANIA STATUTES RELATING  
TO UNLAWFUL SALE, POSSESSION, USE, MANUFACTURE OR DISTRIBUTION  
OF ILLICIT DRUGS OR ALCOHOL**

Statute	Offense	Possible sanctions
18 Pa. CS 6307	Misrepresentation of age to secure alcohol	\$500 and suspension of operating privileges
18 Pa. CS 6308	Purchase, consumption, possession or transportation of alcohol by a person under 21 years of age	\$500 and suspension of operating privileges
18 Pa. CS 6309	Representing that a minor (under 21) is of age	\$300
18 Pa. CS 6310	Inducement of minors (under 21) to buy alcohol	\$300
18 Pa. CS 6310.1	Selling or furnishing alcohol to a minor (under 21)	\$1,000-2,500
18 Pa. CS 6310.2	Manufacture or sale of false ID card	\$1,000-2,500
18 Pa. CS 6310.3	Possession, carrying or use of false ID card	\$500 and suspension of operating privileges (or ineligibility to obtain a license)

Statute	Offense	Possible sanctions
18 Pa. CS 6310.4	Violation of 6307, 6308 or 6310.3	Suspension of operating privileges (or ineligibility to obtain a license)
18 Pa. CS 6314	Trafficking drugs to minors (under 18)	Fines from \$5,000-50,000; imprisonment for a minimum of one year, depending on offense
35 PS 780-101 et seq.	Illicit manufacture, sale, delivery, possession of controlled substances	Fines from \$5,000-250,000; imprisonment from 1 to 15 years, depending on offense
42 Pa. CS 6801-2	Illicit manufacture, sale, delivery, possession of controlled substances	Loss of property rights to Commonwealth of all controlled substances, paraphernalia, raw materials, conveyances, money, negotiable instruments and real property acquired in violation of the Controlled Substance, Drug, Device and Cosmetic Act
42 PS 4-491	Possession, sale or transportation of liquor within Pennsylvania unless purchased from a State Store in accordance with Liquor Control Board Regulations	Fines of varying amount
75 Pa. CS 3715	Consumption of alcohol or drugs while driving	Summary offense fine
75 Pa. CS 3731	Driving under the influence of drugs or alcohol	\$300-5,000 and imprisonment from 48 hours to 1 year; suspension or revocation of operating privileges
63 PS 390-8	Procuring drugs by fraud, forgery, alteration of Rx, etc.	Imprisonment for 3 years, \$5,000 fine, or both

Pennsylvania law imposes “social host” liability on persons who furnish alcohol to individuals under 21 years of age. The Pennsylvania Crimes Code defines “furnish” as “to supply, give, or provide to, or allow a minor to possess on the premises or property owned or controlled by the person charged.”

**SUMMARY OF PENNSYLVANIA STATUTES RELATING  
TO UNLAWFUL SALE, POSSESSION, USE, MANUFACTURE OR DISTRIBUTION  
OF ILLICIT DRUGS OR ALCOHOL**

Description	Quantity	1st Offense	2nd Offense
Marijuana	1,000 kg or more mixture; 1,000 or more plants	Not less than 10 years, not more than life If death or serious injury, not less than 20 years, not more than life Fine not more than \$4 million individual, \$10 million other than individual	Not less than 20 years, not more than life If death or serious injury, not more than life Fine not more than \$8 million individual, \$20 million other than individual
Marijuana	100 kg to 999 kg mixture; or 100-999 plants	Not less than 5 years, not more than 40 years If death or serious injury, not less than 20 years, not more than life Fine not more than \$2 million individual, \$5 million other than individual	Not less than 10 years, not more than life If death or serious injury, not more than life Fine not more than \$4 million individual, \$10 million other than individual
Marijuana	50 to 99 kg mixture; or 50 to 99 plants	Not more than 20 years If death or serious injury, not less than 20 years, not more than life Fine \$1 million individual, \$5 million other than individual	Not more than 30 years If death or serious injury, not more than life Fine \$2 million individual, \$10 million other than individual
Marijuana	Less than 50 kg mixture	Not more than 5 years	Not more than 10 years Fine \$500,000 individual, \$2 million other than individual
Hashish	10 kg or more	Fine not more than \$250,000 individual, \$1 million other than individual	
Hashish Oil	1 kg or more		

## FEDERAL PENALTIES AND SANCTIONS FOR ILLEGAL TRAFFICKING AND POSSESSION OF A CONTROLLED SUBSTANCE

### 21 U.S.C 844 (a)

- 1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000 or both.
- After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000 or both.
- After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both.
- Special sentencing provision for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:
  - 1st conviction and the amount of crack possessed exceeds 5 grams,
  - 2nd crack conviction and the amount of crack possessed exceeds 3 grams,
  - 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

### 21 U.S.C. 853(a)(2) and 881(a)(7)

- Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. (See special sentencing provisions re: crack)

### 21 U.S.C. 881(a)(4)

- Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

### 21 U.S.C. 844a

- Civil fine of up to \$10,000 (pending adoption of final regulations).

### 21 U.S.C. 853a

- Denial of Federal benefits, such as student loans, grants, contracts and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.

### 18 U.S.C. 922(g)

- Ineligible to receive or purchase a firearm.
- Miscellaneous Revocation of certain Federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies.

*Note: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.*

## **POLICY ON DRUG-FREE SCHOOLS**

The unlawful possession, use or distribution of illicit drugs and alcohol poses a threat to the health and safety of all members of the Bryn Mawr College community and is not permitted.

The sanctions for the unlawful possession, use or distribution of illicit drugs and alcohol are defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act (35 P.S. Sections 780-101 to 780- 144); Controlled Substances Forfeiture (42 Pa.C.S. Sections 6801- 6802); the Pennsylvania Crimes Code (18 Pa. C.S. 6307- 6314); the Pennsylvania Motor Vehicle Code (75 Pa. C.S. 1546- 1547; 3715, 3731); and the Lower Merion Township Code (Article IV, Section 111-4). These statutes are on file at the reference desk in Canaday Library. A summary of federal law and relevant sanctions is also on file.

The College's policies on disciplinary sanctions for graduate students are stated in the applicable Catalog. Policies on sanctions for faculty and staff are stated in the handbooks appropriate to them. This policy is instituted effective immediately, to comply with the Drug Free Schools and Communities Act of 1989 (P.L. #101-226). No institution will receive federal financial assistance of any kind after October 1, 1990, unless it has certified that it has "adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees."

The College will conduct a biennial review of its program to determine its effectiveness, implement needed changes, and ensure that it is consistently enforced.



## **POLICY ON A DRUG-FREE WORKPLACE**

The College, as an employer, and students as employees of the College have obligations under the Drug-Free Workplace Act of 1988 (41 U.S.C. Section 701). The College's statement of compliance is reproduced here.

The use of illegal drugs poses a threat to the health and safety of members of the Bryn Mawr College community. Therefore, the illegal use, possession, dispensation, distribution or manufacture of controlled substances (as defined in federal statutes) by any faculty, staff or student employees in the workplace is not permitted.

As a condition of College employment, every employee shall abide by the terms of this policy, and shall notify their supervisor of any criminal conviction for a violation occurring in the College workplace no later than five days after such conviction.

Any employee found in violation of these prohibitions and regulations may be required to participate in a drug-abuse assistance or rehabilitation program and shall be subject to disciplinary action, which action might include dismissal.

Information regarding such assistance or rehabilitation is available through Human Resources and/or the Employee Assistance Program. All of the insurance programs offered to staff, faculty and students through the College provide some form of support to persons in various forms of treatment for substance-abuse problems.

This policy is instituted, effective immediately, to comply with federal laws and regulations. Federal agencies cannot legally award any contract over \$25,000 or any grant monies without certification that the College has implemented a drug-free workplace program.

The College also complies with the Drug-Free Schools and Communities Act of 1989 (P.L. #101- 226).

Information on federal and state law imposing sanctions for unlawful possession, use or distribution of illicit drugs and alcohol is available at the reference desk of Canaday Library and in Human Resources. Information on counseling, treatment and rehabilitation programs is contained in the College's drug and alcohol policies.

This Handbook's statements on policies and procedures relating to alcohol and controlled substances form part of the College's compliance with the Drug-Free Schools and Communities Act.

Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance  
21 U.S.C. 844(a) 1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000 or both. After 1 prior drug conviction:

At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000 or both. After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both. Special sentencing provision for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if: (a) 1st conviction and the amount of crack possessed exceeds 5 grams, (b) 2nd crack conviction and the amount of crack possessed exceeds 3 grams, (c) 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram. 21 U.S.C. 853(a)(2) and 881(a)(7) Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. (See special sentencing provisions re: crack) 21 U.S.C. 881(a)(4) Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance. 21 U.S.C. 844a Civil fine of up to \$10,000 (pending adoption of final regulations). 21 U.S.C. 853a Denial of Federal benefits, such as student loans, grants, contracts and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses. 18 U.S.C. 922(g) Ineligible to receive or purchase a firearm. Miscellaneous Revocation of certain Federal Licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies. Note: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

## **SMOKING POLICY**

In accordance with the Pennsylvania Clean Indoor Air Act and to enable students, faculty, staff, and visitors to avoid exposure to second-hand smoke, the College has enacted a smoking policy that prohibits smoking in all College owned and leased buildings, College athletic facilities (including fields and spectator areas), and College-owned vehicles.

- Smoking is also prohibited on the plazas in front of Canaday Library, the Campus Center, and the Park Science Building. This policy applies to all faculty, staff, students, contractors and visitors. In addition:
- Smoking is prohibited outdoors within 25 feet of the perimeter of any College building, including arches and covered entrances, to ensure that second-hand smoke does not enter the area through entrances, windows, or ventilation systems.
- Cigarette butts are to be extinguished and placed in appropriate outdoor receptacles. Throwing cigarette butts on the ground or pavement is considered littering.

- “Smoking” also includes the use of e-cigarettes that create vapor.
- The College is committed to assisting students, faculty and staff in making healthy lifestyle choices. Students can go to the Health Center for information and assistance. Faculty and staff who are interested in smoking cessation programs may obtain information from Human Resources. In addition, residents of Pennsylvania can access services available through the PA Free Quitline at 1-800-Quit- NOW (784-8669) or [www.determinedtoquit.com/](http://www.determinedtoquit.com/).

Penalties for violation of the College’s smoking policy shall be disciplinary action in accordance with general College provisions for misconduct.

## **SEXUAL DISCRIMINATION POLICY**

The College audits the Sexual Discrimination Policy each summer to be sure it is fully compliant with State and Federal regulations. See the College website at: <https://www.brynmawr.edu/inside/policies-guidelines-handbooks/sex-discrimination>.

Bryn Mawr College is committed to ensuring that all members of the College community have a learning and working environment that is free from sexual misconduct. For purposes of this policy, the College defines Sexual Misconduct as acts described in one or both of the following broad categories:

1. “Title IX Sexual Harassment,” in accordance with the U.S. Department of Education Final Rule, includes any conduct on the basis of sex that is alleged to have occurred in a College Education Program or Activity, and is alleged to have been perpetrated against a person in the United States. The conduct alleged, if true, must satisfy one or more of the following conditions:
  - a. College employee conditions the provision of an aid, benefit, or service on an individual’s participation in unwelcome sexual conduct;
  - b. Unwelcome conduct a reasonable person would determine to be so severe, pervasive, and objectively offensive such that it effectively denies a person equal access to the College’s Programs or Activities;
  - c. Sexual Assault, as defined in 20 U.S.C. § 1092(f)(6)(A)(v), meaning any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent (such as incapacitation, age, family relation to the other party, or intellectual or other disability). Sexual Assault can be committed by or against individuals of any sex or gender and can occur between

individuals of the same sex/gender or different sexes/genders. As required by the Title IX Final Rule, the College will rely on the following definitions of Sexual Assault:

- i. Sexual intercourse with another person, including oral or anal sexual intercourse, or the use of any body part or an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity;
- ii. Touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity;
- d. Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; or
- e. Sexual intercourse with a person who is under the statutory age of consent.
- f. Dating Violence, as defined in 34 U.S.C. § 12291(a)(1)), meaning any act of violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined based on a consideration of the length, type, and frequency of interactions between the persons involved in the relationship.
- g. Domestic Violence, as defined in 34 U.S.C. § 12291(a)(8), meaning a felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- h. Stalking, as defined in 34 U.S.C. 12291(a)(30), meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress.

2. “Other Gender-Based Misconduct,” defined as acts which do not meet the narrow definition of “Title IX Sexual Harassment,” as defined above, but nevertheless could constitute discrimination on the basis of sex. Other Gender-Based Misconduct, which is alleged to have occurred by or against any member of the College community, regardless of the location of the alleged action, includes:
  - a. Sexual Assault, Dating Violence, Domestic Violence, and Stalking as defined in 1c, d, e, and f (above).
  - b. Unwelcome conduct of a sexual nature, including but not limited to unwelcome sexual advances, requests for sexual favors, or other verbal or nonverbal conduct of a sexual nature that is sufficiently serious, pervasive, or persistent as to create an intimidating, hostile, humiliating, demeaning, or sexually offensive working, academic, residential, or social environment under both an objective and subjective standard.
  - c. Sexual exploitation, defined as occurring when a person abuses or exploits another person’s sexuality for the purpose of sexual gratification, financial gain, personal benefit or advantage, or any other non-legitimate purpose without that person’s consent. The act or acts of sexual exploitation are prohibited even though the behavior does not constitute one of the other sexual misconduct offenses.
  - d. Examples of sexual exploitation include:
    - i. Observing another individual’s nudity or sexual activity or allowing another to observe consensual sexual activity in a place where that person would have a reasonable expectation of privacy, without that person’s consent;
    - ii. Recording, and/or distributing (including streaming) of images, photography, video, or audio recording of sexual activity or nudity, or distribution of such without that person’s consent;
    - iii. Prostituting another individual;
    - iv. Exposing one’s genitals in non-consensual circumstances;
    - v. Knowingly exposing another individual to a sexually transmitted disease or virus without that individual’s knowledge; and
    - vi. Inducing incapacitation for the purpose of making another person vulnerable to nonconsensual sexual activity.

## **GENERAL RULES OF APPLICATION**

The above-referenced acts are considered sexual discrimination. Title IX of the Educational Amendments of 1972, 20 U.S.C. §§1681-1688 (“Title IX”), prohibits discrimination on the basis of sex in Education Programs and Activities operated by recipients of federal financial assistance, including Bryn Mawr College. This Policy is intended to meet the College’s obligations under Title IX; the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”), as amended by the Violence Against Women Reauthorization Act of 2013 (“VAWA”), with respect to its application to sex-based misconduct; and other applicable law and regulations.

Consistent with Title IX requirements, Bryn Mawr College does not discriminate on the basis of sex in its Education Programs or Activities (including in admissions and employment). College community members have the right to be free from all forms of sexual harassment and violence. All College community members are expected to conduct themselves in a manner that does not infringe upon the rights of others. The College has zero tolerance for sexual misconduct, and this Policy applies to all employees and students. Non-members of the campus community who engage in discriminatory actions within College programs or on College property are not under the jurisdiction of this policy, but can be subject to actions that limit their access and/or involvement with College programs as the result of their misconduct.

Reports of Sexual Misconduct committed by any student or employee (including faculty and staff) of the Bryn Mawr community will be resolved according to the procedures outlined in this Policy, unless otherwise noted.

## **EFFECTIVE DATE**

This Sexual Misconduct Policy is effective on August 14, 2020 and will apply to Formal Complaints of Sexual Misconduct brought on or after August 14, 2020. Formal Complaints brought prior to August 14, 2020 will be investigated and adjudicated according to previous College policies.

## **NON-DISCRIMINATION IN APPLICATION**

The requirements and protections of this Policy apply equally regardless of sex, sexual orientation, gender identity, gender expression, or other protected classes covered by federal or state law. All requirements and protections are equitably provided to individuals regardless of such status or status as a Complainant, Respondent, or Witness. Individuals who wish to file a complaint about this Policy or processes set forth herein may contact the Department of Education’s Office for Civil Rights using contact information available at <https://ocrcas.ed.gov/contact-ocr>.

## **DISABILITY ACCOMMODATIONS**

This Policy does not alter any College obligations under federal disability laws including the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Parties may request reasonable accommodations, that do not fundamentally alter the Resolution Process, for disclosed disabilities to the Title IX Coordinator at any point before or during the Process. The Title IX Coordinator will not affirmatively provide disability accommodations that have not been specifically requested by the Parties, even where the Parties may be receiving accommodations in other College programs and activities.

## **ALCOHOL AND DRUG USE AMNESTY**

The health and safety of every student is of utmost importance. The College recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time Sexual Misconduct occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. The College strongly encourages students to report incidents of Sexual Misconduct. An individual who experiences Sexual Misconduct, or a Witness to such Sexual Misconduct, acting in good faith, who discloses any incident of Sexual Misconduct to College officials or law enforcement will not be sanctioned under College codes of conduct for violations of alcohol and/or drug use policies occurring at or near the time of the incident(s) of Sexual Misconduct. The College may request that the individual attend an approved alcohol or drug education program, without assessing any charges for such program. This amnesty provision also applies to student groups making a report of Sexual Misconduct. Amnesty does not preclude or prevent action by police or other legal authorities pursuant to relevant state or federal criminal statutes.

## **REPORTING SEXUAL MISCONDUCT TO THE COLLEGE**

Any person may report Sexual Misconduct in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's oral or written report.

Such a report may be made at any time (including during non-business hours) via the Bryn Mawr Online Reporting Form ([https://brynmawr.qualtrics.com/jfe/form/SV\\_bemH6hX9kSLX9Zz](https://brynmawr.qualtrics.com/jfe/form/SV_bemH6hX9kSLX9Zz)), or by mail to the office address listed for the Title IX Coordinator. The Online Reporting Form will provide a link to this Policy, as well as encourage individuals to review this Policy for more information about procedures and resources.

Individuals who report Sexual Misconduct in Pennsylvania will also be informed of their rights as a victim of crime under Pennsylvania law.

Once an individual provides a report of Sexual Misconduct, the report will be reviewed by the Title IX Coordinator. At this stage, only the Title IX Coordinator will have access to the report, and they will share the information on a limited basis as required to take the appropriate next steps. Using the information gathered through the Online Reporting Form, the College will promptly contact the Complainant to discuss appropriate Supportive Measures and to explain the process for filing a Formal Complaint and that Supportive Measures are available with or without the filing of a Formal Complaint. Complainants are not required to respond to outreach from the College and the College will respect this decision, with limited exceptions where it is obligated by law or to act in the safety interest of the community.

Only individuals authorized by the College may enter, update, access, share, or disseminate the electronic data collected, created, or maintained from the Online Reporting Form.

### **ANONYMOUS REPORTS**

An individual may make a report of Sexual Misconduct to the Title IX Coordinator, and if preferred, may do so without disclosing one's name using the online reporting form listed above and here: [https://brynmawr.qualtrics.com/jfe/form/SV\\_bemH6hX9kSLX9Zz](https://brynmawr.qualtrics.com/jfe/form/SV_bemH6hX9kSLX9Zz)

Depending on the level of information available about the incident or the individuals involved, the College's ability to respond to an anonymous report may be limited. The College will, however, take whatever steps it deems appropriate and in the best interest of the overall College community, consistent with the information available. The College will never refuse to respond on the grounds that a report was made anonymously.

Information collected through the anonymous reporting line will be shared only with necessary College officials in order to respond to the reported concern. Information is kept confidential and no personally identifiable information is shared, except as necessary to follow this Policy, without the reporting party's consent.

### **TITLE IX COORDINATOR**

The Title IX Coordinator provides supervision and management of the College's efforts to address and resolve incidents of sexual and gender-based discrimination. The Bi-College Title IX Coordinator is:

Kimberly F. Taylor  
Bi-Co Title IX Coordinator  
Haverford & Bryn Mawr Colleges  
[ktaylor4@haverford.edu](mailto:ktaylor4@haverford.edu)

Bryn Mawr College Office location: Cambrian Row: Aelwyd, 2nd floor;  
Phone: 610-526-7863



## **POLICY CONCERNING SEXUAL RELATIONSHIPS BETWEEN STUDENTS AND FACULTY OR STAFF MEMBERS**

Fulfilling the mission of Bryn Mawr College to provide a rigorous education and to encourage the pursuit of knowledge as preparation for life and work depends upon the existence of a relationship of trust, respect and fairness between faculty or staff members and students. Romantic and/or sexual relationships between faculty or staff members (including teaching assistants) and students threaten this relationship. Further, the unequal nature of their respective roles calls into question a student's ability to fully consent to a romantic and/or sexual relationship with a faculty or staff member. The College considers such a relationship, even if believed to be consensual, to violate the integrity of the student/faculty or student/staff relationship, and to be unethical and unacceptable.

In acting on complaints regarding sexual relationships that come to the College's attention, it will be presumed that any complaint by a student against a faculty or staff member is valid if sexual relations have occurred between them. In addition, third parties, including other students, parents, and other faculty/staff members, may report suspected violations of this policy. All complaints will be investigated and should allegations of such a relationship be substantiated, the College will take appropriate disciplinary action against the involved faculty or staff member, up to and including termination of employment.

## **PRIVACY OF STUDENT RECORDS**

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

Bryn Mawr College designates the following categories of student information as public or "directory information." Such information may be disclosed by the institution for any purpose, at its discretion.

- Category I: Name, address, dates of attendance, class, current enrollment status, electronic mail address
- Category II: Previous institution(s) attended, major field of study,
- awards, honors, degree(s) conferred

- Category III: Date of birth
- Category IV: Telephone number
- Category V: Marital status

Currently-enrolled students may withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1974 by written notification, which must be in the Registrar's Office by August 15. Forms requesting the withholding of directory information are available in the Registrar's Office. Bryn Mawr College assumes that failure on the part of any student to request the withholding of categories of directory information indicates individual approval of disclosure.

### **CLERY ACT, HIGHER EDUCATION OPPORTUNITY ACT AND ANNUAL SECURITY REPORT AND ANNUAL FIRE SAFETY REPORT**

The Commonwealth of Pennsylvania enacted the College and University Security Act in 1988 (Clery Act) and the Higher Education Opportunity Act in 2008. These laws require all institutions of higher education within the Commonwealth to provide students and employees with information pertaining to crime statistics, security measures, fire statistics, fire safety measures, policies relating to missing persons, and penalties for drug use. These acts also require that this information be available to prospective students and employees upon request.

Should you have other general questions please contact the Department of Public Safety at (610)526-7911 or go to: [www.brynmawr.edu/inside/offices-services/campus-safety/](http://www.brynmawr.edu/inside/offices-services/campus-safety/)



