

**Department of American Studies**  
**Graduate Student Handbook 2016-2017**

**Table of Contents**

I.	Introduction	2
II.	Degree Requirements: M.A. in American Studies	3-4
III.	Degree Requirements: Accelerated B.A./M.A. in American Studies	5-7
IV.	Degree Requirements: Ph.D. in American Studies	8-11
V.	Student Responsibilities: Deadlines and Annual Graduate Student Review	12
VI.	Graduate Assistantship Information	13
VII.	Directory of Campus Resources	14-18
VII.	Selected Professional Resources	19-20
VIII.	American Studies Faculty and Staff Contact Information	21

## **Introduction**

Welcome to the graduate program in American Studies at Saint Louis University!

Our department is committed to excellence and originality in research, teaching, and service. Together, we work towards these goals by building strong mentoring relationships, establishing dynamic and innovative classroom experiences, and disseminating research through conferences, workshops, exhibits, and publications.

Our graduates have gone on to a wide range of careers in academia, educational administration, museums, libraries, archives, and non-profit agencies. Our department is committed to the professional preparation of every graduate student.

Our graduate students enter our programs with a variety of research interests, skills, backgrounds, and professional histories. This is a true strength of our interdisciplinary community. At the same time, graduate students move together as a cohort through a rigorous curriculum designed to ground their efforts in a common experience and frame of reference.

Inside you will find details about this core curriculum and degree requirements, as well as information about resources to aid you in timely progress to your degree.

Again, welcome to the department. We look forward to our work together in the years to come.

Sincerely,

Heidi Ardizzone  
Chair, Department of American Studies

## **Degree Requirements:** **M.A. in American Studies**

Established in 1971, the M.A. program in American Studies at Saint Louis University gives students solid grounding in the origins, development, practices, and theoretical framework of the field, as well as aiding them in the pursuit of independent research. The M.A. is a stand-alone degree for work in arts and cultural institutions, libraries, museums, historical societies, public humanities, non-profit agencies, and other venues. Some students may also pursue the M.A. in American Studies as a prelude to further degrees, such as a professional M.A. or doctorate.

### **Course Requirements**

30 credit hours, including ASTD 5000: Perspectives in American Studies. For students who choose the thesis track (outlined below), 6 of these credit hours will consist of ASTD 5990: Thesis Research, taken during the second year of coursework. No more than 6 credit hours may be taken outside of American Studies.

### **Qualifying Exam**

At the end of their second semester of coursework, all graduate students take a three-hour qualifying exam to demonstrate their growing knowledge of the field. The exam consists of essay questions provided by American Studies course instructors. Students must answer two of the questions: one covering material from ASTD 5000, and the other chosen from questions about materials covered classes taken during the first-year semester when ASTD 5000 was not offered.

### **Portfolio or Thesis**

After successful completion of the qualifying exam, students pursue one of two capstone tracks: a *portfolio paper* or a *thesis*.

A *portfolio paper* is a 20–30 page article or literature review, typically a revised and expanded seminar paper meant to demonstrate the student's extensive knowledge of their field. It is developed in conjunction with a two-person faculty committee (a chair and one additional reader) over the summer following the first year of the M.A. program and during the second year of the M.A. program.

A *thesis* is a more developed project with an original argument, typically 60–80 pages in length, based in extensive primary and secondary research. It is developed in conjunction with a three-person faculty committee (a chair and two additional readers) over the summer following the first year of the M.A. program and during the second year of the M.A. program.

## Oral Examination

After the student's committee has approved the final version of the portfolio paper or thesis, there will be a one-hour oral examination before three faculty members. For the portfolio paper, these will be the two-person portfolio committee plus an additional faculty member, and the exam will be principally on the portfolio paper. For the thesis, this will be the three-person thesis committee, and the exam will be principally defense of the thesis.

## Language Requirement

There is no language requirement for the M.A. degree.

## Sample Degree Plan

In general, the M.A. degree will be completed in four semesters, and will look as follows:

### Year One

Fall:           ASTD 5000 (3 credits)  
6 additional credits of coursework

Spring:       9 credits of coursework  
Qualifying Exam

### Year Two

#### *Portfolio Option:*

Fall:           6 credits of coursework  
Portfolio Paper

Spring:       6 credits of coursework  
Portfolio Paper  
Oral Examination

#### *Thesis Option:*

3 credits of coursework  
ASTD 5990 (3 credits)

3 credits of coursework  
ASTD 5990 (3 credits)  
Oral Examination

## **Requirements:** **Accelerated B.A./M.A. in American Studies**

The accelerated B.A./M.A. offers the opportunity for outstanding American Studies undergraduate majors to begin a M.A. program in their senior year, completing the M.A. with a full-time fifth year of graduate study after their successful completion of both the first-year requirements and their undergraduate degree and major.

### **Course Requirements**

The B.A. and M.A. course requirements are the same as they are for students in the stand-alone B.A. and stand-alone M.A. programs; students who are enrolled in the accelerated B.A./M.A., however, are able to double-count two graduate courses (6 credits) taken during their senior undergraduate year toward both degrees. With that and at least one graduate course taken in the summer, students can complete their M.A. in addition to their B.A. in only 12–14 additional months.

### **Qualifying Exam**

Students enrolled in the accelerated B.A./M.A. program take the same qualifying exam as students in the stand-alone M.A. program; this will occur at the end of their senior undergraduate year.

### **Performance Review**

In order to advance to the M.A. after the conferral of the B.A., students must receive at least a B in graduate courses taken as an undergraduate, clear any incomplete grades on their undergraduate transcripts, and pass their qualifying exam.

### **Portfolio or Thesis**

Portfolio or thesis requirements are the same as for students in the stand-alone M.A. program; students choosing the thesis option, however, will likely take their 6 credits of thesis work (ASTD 5990) in the Spring semester of their second year due to the structure of the accelerated B.A./M.A. program.

### **Oral Examination**

The oral examination requirements are the same as for students in the stand-alone M.A. program.

### **Language Requirement**

There is no language requirement for the accelerated B.A./M.A.

### **Sample Degree Plan**

Typically, the accelerated B.A./M.A. will be completed as follows:

Year One (Senior Undergraduate Year)

Fall:	ASTD 5000 (3 credits)
Spring:	3-6 credits of graduate coursework Qualifying exam Performance review
Summer after B.A. Graduation:	3-6 credits of graduate coursework

Year Two (Full-time MA Year)

	<i>Portfolio Option:</i>	<i>Thesis Option:</i>
Fall:	9 credits of graduate coursework	9 credits of graduate coursework
Spring:	9 credits of graduate coursework Portfolio Paper Oral Examination	3 credits of graduate coursework ASTD 5990 (6 credits) Oral Examination

## Funding

Following admissions to the accelerated B.A./M.A. program, the student remains strictly an undergraduate for the purposes of financial aid and scholarships until the bachelor's degree is awarded.

A Lubin Graduate Assistantship will be available most years for the two semesters of the accelerated B.A./M.A.'s second year. Graduate assistantships provide financial support in the form of tuition waivers and living stipends, in exchange for ongoing research, teaching, or other work as assigned by department faculty. To be considered for this funding, students must submit their application by the department's graduate application deadline, and must remain in good standing during their first year.

## Admissions

Students may indicate to their advisors an interest at any time in their sophomore or first semester of their junior years. Applications are due by the department's annual graduate application deadline, but must be made using the application form available on the College of Arts and Sciences website.

Requirements for admission are as follows:

- Applicants must have completed a minimum of 90 hours toward the bachelor's degree by the end of the junior year, and 105 hours by the end of fall semester of the senior year. Transfer students must have completed a minimum of 30 hours at SLU.
- Applicants should have an overall GPA of 3.7 in their American Studies major.
- Applications should include two letters of recommendation from SLU faculty, a goals statement, a writing sample, and the College of Arts and Sciences admission form. The GRE is not required. Criteria are the same as for other applicants: a coherent goals statement, clear writing sample, and grades as stipulated above.

This program is designed as a terminal degree. Students who wish to apply for entry to the Ph.D. program must complete a new application to the Arts and Sciences graduate division and take the GRE.

## **Degree Requirements:** **Ph.D. in American Studies**

Established in 1963, the doctoral program in American Studies is the oldest of the department's various degree programs. The Ph.D. is the terminal research degree in American Studies. The pursuit of the doctorate is an intensive process of acquiring the breadth and depth sufficient to produce an original contribution to the field. It is a pursuit that requires a high degree of flexibility in the curriculum, substantial self-motivation on the part of the student, and strong mentorship by the faculty. While the doctorate is increasingly the requisite degree for careers with substantial professional responsibility, it is at root a stamp of qualification for research. Thus, the doctorate prepares students for rigorous work in fields that require a foundation in research, writing, analysis, information organization, administration, grant writing, and program development.

The faculty in American Studies recognizes that the doctorate alone does not prepare students for professional work. For this reason, we work closely with students to develop a professional plan, and to build into the Ph.D. a range of experiences relevant to each student's interest. Such training includes media and technology workshops, teaching certificates, museum internships, non-profit management courses, and leadership development.

Full-time Ph.D. students in the Department of American Studies normally receive four years of fully funded support in the form of graduate assistantships, which provide financial assistance in the form of tuition waivers and living stipends in exchange for ongoing research, teaching, or other work as assigned by department faculty. Students holding assistantships are expected to make constant, significant progress toward the fulfillment of their requirements, including completing their course work, language requirement, and comprehensive examinations, during this time period.

### **Course Requirements**

66-69 credit hours beyond the B.A., including:

ASTD 5000: Perspectives in American Studies (3 credits)

ASTD 5900: The Practice of American Studies (3 credits)

ASTD 6100: Dissertation Colloquium (3 credits)

ASTD 6990: Dissertation Research (12 credits)

Students entering with M.A. degrees may be able to count much of their prior coursework toward these hours. No more than 6 credits may be taken outside of American Studies.

### **Language Requirement**

The language requirement is fulfilled by a 4000-level course in translation or literature, or successful completion of a translation exam.

## Qualifying Exam

At the end of their second semester of coursework, all graduate students take a three-hour qualifying exam to demonstrate their growing knowledge of the field. The exam consists of essay questions provided by American Studies course instructors. Students must answer two of the questions: one covering material from ASTD 5000, and the other covering material from another course.

## Comprehensive Exams

### *Written Exam*

After completing the qualifying exam, students create a three-person committee (one chair and two additional faculty readers). Working closely with the committee members, students develop two papers: one literature review, and one portfolio paper.

The *literature review* is based in extensive reading in three subject areas.

The *portfolio paper* is generally a revised and expanded version of a seminar paper, written as a publishable article. Both should be connected to the area of future dissertation research, and demonstrate extensive knowledge in the student's fields.

### *Oral Exam*

After the three-person committee has accepted final drafts of the written exam, the student schedules a 90-minute oral exam. In general, full-time students aim to take their oral exams at the end of their third year. Funded students must complete the comprehensive exam within one calendar year of completing coursework.

### *Registration During Exams*

In order to maintain enrollment during the exams process, students must register for ASTD 6950, using the section number of their committee chair. This is a 0-credit course, which can be taken no more than twice. Students must complete their comprehensive exams during the second semester when they are registered. A Pass/Fail grade is assigned for this course each semester it is taken, regardless of whether the exam has been completed. Course requirements include meeting with the committee chair at least twice per semester; arranging to do this is the student's responsibility.

### *M.A. Degree*

Upon successful completion of the comprehensive exams, students may receive a M.A. Please consult with the Office of Graduate Education for requirements to file for the M.A. degree.

### *Candidacy*

After students successfully complete the comprehensive exams and all other requirements, the Office of Graduate Education advances them to candidacy.

### **Dissertation Proposal and Dissertation Proposal Defense**

Students must submit a dissertation proposal by the end of the second semester following the successful completion of their comprehensive exams, using the template provided by the department. After the three-person committee has accepted the final version of the proposal, the student schedules a one-hour oral defense of the proposal before the student's committee and additional faculty. Proposal defenses are typically scheduled for one to two days per semester, and are open to the public. Upon successful completion of the proposal defense, the dissertation proposal is put on file with the department.

### **Dissertation and Dissertation Defense**

Students write their dissertations working closely with their committee. When the student and committee agree that the dissertation is satisfactory, the student schedules a one-hour public defense of the dissertation. Students must submit the final version of the dissertation to their committee at least two weeks before their defense date. In order to obtain a degree in the Spring semester, dissertations should be submitted by February. For Fall semester, dissertations should be submitted by October.

### *Registration During the Dissertation*

A student researching and writing her or his dissertation registers for ASTD 6990: Dissertation Research, using the section number of his or her committee chair. The course is graded as IP (In Progress) or U (Unsatisfactory) until the semester within which the student graduates, when the grade will be S (Satisfactory). Course requirements include meeting with the dissertation advisor at least once during the semester; arranging to do so is the student's responsibility. The Office of Graduate Education requires that students take at least 12 credits of Dissertation Research during their course of study. Since tuition must be paid for these credits, it is recommended that funded students enroll in their 12 credits of Dissertation Research during the years when they have funding. After these 12 credits are accrued, students may continue to enroll for ASTD 6990 for 0 credits, unless they have received an extension of time to degree.

### **Extension of Time to Degree**

Any student who has received an extension of time to degree to complete the dissertation must enroll in ASTD 6990 for one credit for each extension granted. The department will only approve petitions for extension to time to degree in exceptional circumstances and for students who have successfully defended their dissertation proposals and are working on their dissertations. For more information on petitioning for extensions, and the limitations on these petitions, consult the Office of Graduate Education.

## Sample Degree Plan

A sample degree plan for a full-time Ph.D. student looks as follows--this will vary based on course credit granted for M.A. degrees and course offerings:

### Year One

Fall: 6 credits of coursework  
ASTD 5000 (3 credits)

Spring: 9 credits of coursework  
Qualifying Exam

### Year Two

Fall: 9 credits of coursework

Spring: 9 credits of coursework

### Year Three

Fall: 6 credits of coursework  
ASTD 6100 (3 credits)

Spring: 6 credits of coursework  
ASTD 5900 (3 credits)  
ASTD 6950 (0 credits)

### Year Four

Fall: ASTD 6950 (0 credits)  
ASTD 6990 (6 credits)  
Comprehensive Exams

Spring: ASTD 6990 (6 credits)  
Dissertation Proposal and Dissertation Proposal Defense

### Years Five and Beyond

Fall: ASTD 6990 (0 credits)

Spring: ASTD 6990 (0 credits)  
Dissertation Defense

## **Student Responsibilities**

### **Deadlines**

Graduate students are responsible for staying apprised of and meeting all dates and deadlines required by the Office of Graduate Education, such as when to notify the Office of Graduate Education of intent to graduate.

### **Annual Graduate Student Review**

The Office of Graduate Education requires all SLU master's and doctoral students to undergo an annual review of their progress to degree. In American Studies, students will complete a self-evaluation every year, and submit it to the department's administrative secretary by January 31. If January 31 falls on a weekend or University holiday, the self-evaluation document will instead be due on the University's next regular business day. The student will then meet with their advisor to discuss this self-evaluation and their progress in general. This form, along with a meeting report (signed by both student and advisor), will be filed with the department. Students will receive a copy of these documents. A summary report of the results of annual reviews for all graduate students in the department will be submitted to the Associate Dean for Graduate Education in the College of Arts and Sciences by April 1.

### *Warnings*

If the graduate student's advisor and the department chair have become significantly concerned about the student's progress and/or performance, a formal warning will be issued to the student. The warning will document (1) the area(s) of concern, (2) the corrective action that must be taken by the student, (3) the resources available to offer the student help and support, and (4) the possible outcomes if the student meets or fails to meet the requirements for corrective action. The student will be asked to meet with their advisor to discuss this warning.

## **Graduate Assistantship Information**

Graduate assistants are expected to work 20 hours per week during each 9-month contract period. At the beginning of each semester, graduate assistants will be assigned a supervisor who will direct their work.

In American Studies, graduate assistants may work as research assistants, teaching assistants, or department assistants. In some cases, graduate assistantships may include a range of these duties. Overall, graduate assistantships complement graduate education by providing additional training in research, teaching, professional skills, administration, and a deeper understanding of the discipline.

### **Research Assistants**

A *research assistant* may do library and archival research, fieldwork, or aid in the preparation of research proposals, manuscripts, or grants.

### **Teaching Assistants**

A *teaching assistant* may work with students in small groups, lead discussion sections, proctor exams, grade papers, prepare lectures, and in some cases serve as primary instructor for a course.

### **Department Assistants**

A *department assistant* reports to the department chair and helps with departmental development, including advertising, programming, and other department projects.

### **Assistantship Income**

Graduate assistants receive an \$18,000 stipend annually. This is taxable income, delivered via monthly paychecks. Direct deposit is required and will be arranged at the Office of Graduate Education's new graduate student orientation. Graduate assistants also receive 18 credit hours of tuition remission and health insurance benefits.

## Directory of Campus Resources

### **Office of Graduate Education**

The Office of Graduate Education ([www.slu.edu/graduateeducation](http://www.slu.edu/graduateeducation)) is located within Office of the Vice President for Academic Affairs. It coordinates SLU's more than 80 graduate programs, along with graduate minors and dual degree programs. Contact information is as follows:

Robert M. Wood, Ph.D.  
Associate Provost, Academic Affairs  
[wood2@slu.edu](mailto:wood2@slu.edu)  
314-977-3904

Robert M. Wood is SLU's associate provost for academic affairs and is responsible for leading, overseeing and coordinating the development, implementation, and assessment of academic programs, academic policies, and academic support services and programs at the baccalaureate and post-baccalaureate levels.

He oversees the University-wide Academic Program Review process and serves as the Office of the Provost's representative handling student academic and financial appeals. Additionally, he provides administrative leadership for academic advising across campus, as well as for the execution and expansion of learning communities, retention and student success programs. He serves on multiple standing committees and task forces.

Angie Rellergert  
Graduate Education Coordinator  
DuBourg Hall, Room 422  
[areller2@slu.edu](mailto:areller2@slu.edu)  
314-977-2601

Angie Rellergert coordinates operations and financial management of University-wide graduate education initiatives, including graduate fellowships, assistantships and scholarships. She also maintains and analyzes budgets, assists with the various administrative functions relating to graduate education, ensures policy and procedure compliance, reconciles accounts, prepares financial reports and requisitions, and provides support to the associate vice president and candidacy specialists.

Cherell Johnson  
Master's Candidacy Specialist  
DuBourg Hall, Room 420  
[cjohns82@slu.edu](mailto:cjohns82@slu.edu)  
314-977-2245  
Fax: 314-977-3943

Cherell Johnson advises master's students in the final semester of their academic career. She ensures that all policies and procedures have been enforced and that students have completed

their requirements for degree conferral, understand the graduation process and have been treated fairly.

Christine Harper, Ph.D.  
Doctoral Candidacy Specialist  
DuBourg Hall, Room 420  
[harperc@slu.edu](mailto:harperc@slu.edu)  
314-977-2243  
Fax: 314-977-3943

Christine Harper is responsible for advising doctoral students in completing the final stages of their degrees. She ensures that all policies and procedures are followed and that students have completed their requirements for degree conferral, understand the graduate process and have been treated according to University policy.

## **College of Arts and Sciences**

In addition to the Office of Graduate Education, each school and college at SLU has an Associate Dean or Director of Graduate Education who oversees the day-to-day operations of graduate programs in their school or college. American Studies is located in the College of Arts and Sciences (<http://www.slu.edu/college-of-arts-and-sciences-home>). Relevant contact information is as follows:

Dr. Christopher Duncan  
Dean, College of Arts and Sciences  
[cmduncan@slu.edu](mailto:cmduncan@slu.edu)  
314-977-2244

Dean Duncan establishes College goals and budgeting priorities, serves as liaison to other schools and the higher administration, deals with personnel issues, coordinates and evaluates chairs and program directors, and develops rank and tenure recommendations.

Dr. Jan Barber  
Associate Dean, Graduate Education  
[barberjc@slu.edu](mailto:barberjc@slu.edu)  
314-977-2973

In her role as Associate Dean of Graduate Education, Dr. Barber oversees graduate student concerns. She also oversees the Graduate Faculty Selection Committee and monitors graduate program quality through assessment.

## **University Libraries**

American Studies graduate students most often use the main library on campus, the Pius XII Memorial Library ([www.libraries.slu.edu](http://www.libraries.slu.edu)). The American Studies librarian is Dr. Patricia Gregory, who can help graduate students get acquainted with SLU's library system, research

databases, interlibrary loan, and MOBIUS (the Missouri academic library loan system). Contact information is as follows:

Dr. Patricia L. Gregory  
 Assistant Dean for Library Research, Professor  
 gregorypl@slu.edu  
 314-977-3107

## **University Bookstore**

The main bookstore on campus is the Saint Louis University Barnes and Noble Bookstore ([www.slu.bncollege.com](http://www.slu.bncollege.com)), located in the Busch Student Center at 20 N. Grand Blvd. Contact information is as follows:

bksustlouis@bncollege.com  
 314-531-7925

## **Reinert Center for Transformative Teaching and Learning**

The Reinert Center for Transformative Teaching and Learning (<http://www.slu.edu/x63406.xml>) offers workshops, consultations, and mentorship programs for graduate students and faculty seeking to enhance teaching and learning. For graduate students, the center also offers a Certificate in University Teaching Skills (the CUTS program), earned by participating in a series of seminars and workshops, as well as through mentorship and the development of a teaching portfolio. This is optional for American Studies students. Contact information is as follows:

Debra Lohe, Ph.D.  
 Director  
 dlohe@slu.edu  
 314-977-3485

Gina Merys, Ph.D.  
 Associate Director  
 gmerys@slu.edu  
 314-977-2197

Mary Cook, M.A.  
 Office Administrator  
 mcook25@slu.edu  
 314-977-3944

## **Office of Research Development and Services**

The Office of Research Development and Services (<http://www.slu.edu/division-of-research-administration-home/research-development-and-services>) enhances the success of Saint Louis University researchers in securing external research support by providing tools, systems,

information and training aimed at maximizing the competitiveness/quality of proposals, while minimizing administrative requirements. Contact information is as follows:

Courtney Schlueter  
ORDS Representative to American Studies  
schluc2@slu.edu  
314-977-7022

## **University Writing Services**

University Writing Services (<http://www.slu.edu/x34507.xml>) is part of the Student Success Center, located on the third floor of the Busch Student Center. It offers writing consultation to both graduate and undergraduate students both in-person and online, as well as additional writing resources such as dissertation writing retreats. Contact information is as follows:

Alex Wulff  
Director of University Writing Services  
wulffam@slu.edu  
314-977-3484

## **Student Wellness**

### *Health Insurance*

SLU requires all full-time graduate students to have basic health insurance.

If you do *not* have a graduate assistantship, you will be enrolled in the University Health Plan (<http://www.slu.edu/x46428.xml>), a self-insured health and medical care cost coverage plan sponsored by SLU. Coverage is available to eligible full-time undergraduate, graduate/professional, and medical students, as well as graduate assistants and medical residents. UPH insurance covers 9 months per year. Summers are not covered, nor is summer health insurance required for the general student population. Contact information for the UHP is as follows:

University Health Plan  
314-977-5666

If you have other health insurance coverage, you must waive your UHP coverage, or you will be charged. To waive UHP coverage, a completed Health Insurance Waiver Form must be submitted along with evidence of other coverage in effect (a front and back copy of a current insurance card or a letter of verification from current plan). Evidence of other coverage documents must specifically list your name and a policy number. Completed Health Insurance Waiver Forms and evidence of other coverage documents are only applicable to the academic year in which they are submitted. Students who do not submit a Health Insurance Waiver Form and evidence of other coverage during orientation, an open enrollment period, or a special enrollment period will be charged for UHP coverage. Graduate and professional students must

submit Health Insurance Waiver Forms and evidence of other coverage documents to the Student Health and Counseling Center staff.

If you *have* a graduate assistantship, UHP insurance is included as part of your assistantship package.

### *Student Health Center*

The Student Health Center (<http://www.slu.edu/x24208.xml>) provides medical treatment and health education for full-time and part-time undergraduate and graduate students at SLU. Contact information is as follows:

Student Health Center  
shc@slu.edu  
314-977-2323

### *University Counseling Center*

The University Counseling Center provides psychological counseling for full-time and part-time undergraduate and graduate students at SLU. Contact information is as follows:

University Counseling Center  
314-977-8255, option 1

For mental health emergencies, call the 24-hour on-call line at 314-977-8255, option 0.

## Selected Professional Resources

### **Books: Research, Writing, and Publishing**

*The Craft of Research*, by Wayne C. Booth, Gregory G. Colomb, and Joseph M. Williams.

*The Chicago Manual of Style*.

*A Manual for Writers of Research Papers, Theses, and Dissertations*, by Kate K. Turabian.

*The MLA Style Manual and Guide to Scholarly Publishing*.

*Authoring a Ph.D. Thesis: How to Plan, Draft, Write, and Finish a Doctoral Thesis or Dissertation*, by Patricl Dunleavy.

*Writing Your Dissertation in Fifteen Minutes a Day: A Guide to Starting, Revising, and Finishing Your Doctoral Thesis*, by Joan Bolker.

*Writing Your Journal Article in Twelve Weeks: A Guide to Academic Publishing Success*, by Wendy Laura Belcher.

*Getting it Published: A Guide for Scholars and Anyone Else Serious about Serious Books*, by William Germano.

### **Books: Teaching**

*First Day to Final Grade: A Graduate Student's Guide to Teaching*, by Anne Curzan and Lisa Damour.

*Engaging Ideas: The Professor's Guide to Integrating Writing, Critical Thinking, and Active Learning in the Classroom*, by John C. Bean.

*Student Engagement Techniques: A Handbook for College Faculty*, by Elizabeth F. Barkley.

### **Books: The Job Search**

*The Academic Job Search Handbook*, by Judith Miller Vick and Jennifer S. Furlong.

### **Websites**

*The American Studies Association: [www.theasa.net](http://www.theasa.net)*

The American Studies Association is the professional organization for practitioners of American Studies. It is the oldest and largest scholarly association devoted to the interdisciplinary study of

U.S. culture both within the nation-state and in global contexts. It publishes the flagship journal in American Studies, *American Quarterly*.

*H-Announce: <https://networks.h-net.org/h-announce>*

H-Announce is a site for posting calls for papers and proposals for conferences and publications, as well as workshops and other events in the humanities, fellowships, and funding opportunities.

*Penn Calls For Papers: <http://call-for-papers.sas.upenn.edu>*

Although maintained by the Department of English at the University of Pennsylvania, this website contains often includes calls for papers in cultural studies and ethnic studies as well as literature.

## **American Studies Faculty and Staff Contact Information**

Dr. Heidi Ardizzone  
Assistant Professor and Chair  
131 Adorjan Hall  
hardizzo@slu.edu  
314-977-7212

Dr. Emily Lutenski  
Assistant Professor  
219 Adorjan Hall  
elutensk@slu.edu  
314-977-3516

Dr. Kate Moran  
Assistant Professor  
105 Adorjan Hall  
morankd@slu.edu  
314-977-4150

Dr. Benjamin Looker  
Associate Professor  
112 Adorjan Hall  
blooker@slu.edu  
314-977-3008

Dr. Matthew Mancini  
Professor  
114 Adorjan Hall  
mancini@slu.edu  
314-977-2990

Ms. Terri L. Foster  
Administrative Secretary  
131 Adorjan Hall  
fostertl@slu.edu  
314-977-2911