

**Ph.D. GENERALS PAPERS .**

1. Every Ph.D. student is required to write two generals papers. Students planning to write a generals paper must register for LIN 2201H for the first paper, then LIN 2202H for the second.

**Areas**

2. Papers must be written in the following areas:

- a. One of phonology, phonetics, syntax, or semantics
- b. A second area, to be chosen from the following:
  - i. Another of phonology, phonetics, syntax, or semantics
  - ii. Language variation: sociolinguistics, dialectology, or historical linguistics
  - iii. Cognitive science: psycholinguistics, language acquisition, or computational linguistics

3. Paper topics must be approved by the Graduate Coordinator, who is responsible for determining whether a topic falls within an appropriate area, and whether the two topics are sufficiently distinct.

**The Generals Committee**

4. For each paper, a committee of three faculty members is set up. It consists of:

- a. A supervisor
- b. A second active member
- c. A third reader

5. The Graduate Coordinator chooses the supervisor in consultation with the student. The supervisor is primarily responsible for selecting the other two members.

6. The student is expected to meet regularly with the supervisor and the second reader while writing the generals paper.

**Time of Writing**

7. Students should choose the topic of the first paper by May of their first year, and the second by January of the second year. Normally, the first paper (LIN 2201H) is written in the summer of the first year and fall of the second year, with the finished paper due by January 15. The second paper (LIN 2202H) is written in the spring and summer of the second year, with the finished paper due by September 15.

**Generals Forum**

8. Besides consulting with members of the committee, students will make presentations to a Senior Forum consisting of all students working on papers. The Senior Forum is convened by the Graduate Coordinator.

**Completion and Defense of the Generals Paper**

9. The evaluation of the generals paper is based on two components:

- a. The paper itself
- b. An oral defense of the paper

10. After the student has turned in the final draft of the paper to the supervisor and the second reader, the supervisor selects a third faculty member to be the third reader. The three committee members have two weeks to read the paper.

11. After two weeks (usually January 30 for the first paper and September 30 for the second) the student meets with the three committee members in a closed examination. The members of the committee discuss the paper with the student, and may ask questions concerning it. These questions are not necessarily limited to the immediate topic of the paper, but may deal with relevant background or related issues.

12. At the end of this meeting, the committee members discuss the paper and the defense, and arrive at one of the following decisions, which is communicated to the student at the end of the meeting:

- a. The generals paper passes as it stands
- b. The generals paper passes with minor revisions
- c. The generals paper fails

The committee also decides on a grade for the paper, with B- being the minimum passing grade.

**Pass**

13. If the paper passes as it stands, a copy is filed in the department library.

**Pass with minor revisions**

14. If the paper is judged to pass with minor revisions, the student is given one week to make the required changes. These must be submitted to the supervisor, whose responsibility it is to see that they have been done satisfactorily. If the supervisor determines that they have been, the paper passes, and a copy is filed in the department library. If not, the paper fails.

**Fail**

15. If a paper is deemed unacceptable, the student consults with the supervisor and the Graduate Coordinator in order to decide whether to continue with the same topic or to proceed with the other paper. In any event, two acceptable papers should be completed by January 15 of the third year.

16. In case of failure, the supervisor prepares a written report indicating the areas of weakness. The student receives a copy of the report.

**Appeals**

17. Students who feel that proper procedures have not been followed may appeal to the Chair of the Department. The Chair or a designate will meet with the student and all members of the committee to determine whether proper procedures have been followed. If there is sufficient reason to do so, the Chair may set a new defense, possibly with a different committee.

**Criteria for passing the generals paper**

18. The paper must be a work of original research of publishable quality, such as may be published as a journal article. Factors to be taken into account in evaluating both the paper and the student's oral defense include the following:

- a. Knowledge of literature and major issues
- b. Originality and creativity
- c. Judgement and critical ability
- d. Form and presentation

In evaluating criterion (d), the committee should take into account the extent to which the paper is suitable as a journal article.

**Publication in a journal**

19. Students who have had a recent article published in a refereed journal may submit this for use as a generals paper. Such papers are treated as all other generals papers, in that a generals committee must be set up. The supervisor and the second reader decide if the article is a suitable basis for a generals paper, and what further work, if any, is required. The paper must be defended in accordance with the above rules. Publication in a journal does not by itself suffice to make a paper an acceptable generals paper, nor does rejection by a journal make a paper unacceptable.

**Completion of the paper and submission of the grade**

20. When the supervisor has approved the final version of the paper, the supervisor will send to the Graduate Coordinator a notification of completion that includes: the student's name; which generals paper was completed (phonology, syntax, etc.); the title of the paper; the names of the committee (identifying the supervisor, the second reader, and the third reader); the date of the defense; and the mark awarded. The final version of the paper must be submitted to the Graduate Coordinator for filing in the Department library.