



2024-2025



**GRADUATE COMMITTEE MEMBERSHIP  
2024-2025**

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## **INTRODUCTION**

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## **PART I      The MA Program in Sociology**

The department offers four options leading to the MA degree: Major Research Paper (MRP); Thesis; CSPT (with Thesis); or CSPT (with Major Research Paper). All four options require students to attain a basic graduate-level of competency in quantitative methods, qualitative methods, and social theory. Students are expected to have an undergraduate background in these areas through having completed courses in sociology or a related discipline. Students who are concerned that they may not have an appropriate background should contact the Graduate Advisor for advice.

All MA students should have selected which program option they wish to pursue by the end of their third term (i.e., by the end of the summer term for most students). By this time, all students are required to submit either the Thesis Registration form or the MRP Registration form. Students wishing to do the Thesis or CSPT (with Thesis) options in their second year should have completed at least a draft of their thesis proposal by the end of their third term. Note that all students must register for either SOCI 598 (MRP) or SOCI 599 (Thesis) in their third term and must remain registered until completion of their degree (excepting any periods of approved leave from the program).

Students wishing to pursue the CSPT options (either with Thesis or with MRP) must receive permission from the Cultural, Social and Political Thought program. Normally, this is done by applying for entry to the program prior to a student beginning their MA studies. CSPT students receive a M.A. in Sociology with a notation that they have completed the Interdisciplinary Program in Cultural, Social and Political  
or MRP must be

on an approved topic within the field of CSPT. For more information, please see  
<http://www.uvic.ca/interdisciplinary/cspt/>

### **1.      Program of Studies**

#### *A. Major Research Paper Option*

This program requires 10.5 units of course work (i.e. seven courses) and a 4.5-unit Major Research Paper, with at least 12 of the 15 units drawn from sociology graduate course listings in the calendar. 3 units (i.e., two courses) may be selected from graduate courses outside of sociology. In this program, students write a Major Research Paper (SOCI 598) for which they receive 4.5 units of credit. The MRP is typically approximately 40 pages in length and is a piece of independent research work involving substantial analytical engagement with a defined area of sociology, guided by one or more research questions.

Students taking this option are required to demonstrate competence in both sociological method (SOCI 507 and 515) and theory (SOCI 503 or 504). Although only one theory course is required, students are recommended to consider taking both theory courses. Within their seven courses, students must also complete at least two of the following courses: SOCI 520, 525, 535, 545, 551, 616. CSPT 500 or 501 may be substituted for these courses if taught by a member of the sociology department. Please refer to the UVic Graduate Calendar for further details and the full regulations governing the MRP option. The MRP option can normally be completed in five terms of study.

#### *B. Thesis Option*

This program requires 7.5 units of course work (i.e., five courses) and a 7.5-unit thesis, with at least 13.5 of the 15 units drawn from sociology graduate course listings in the calendar. 1.5 units (i.e., one course) may

be selected from graduate courses outside of sociology. In this program, students write a thesis (SOCI 599) for which they receive 7.5 units of credit. The Thesis is typically between 80 and 120 pages in length and is a substantial independent research pro





**SOCI 551** Units: **1.5****Current Issues in the Sociology of Crime, Deviance and Law**

A seminar exploring a range of contemporary issues pertaining to the sociology of crime, deviance and law.

**SOCI 616** Units: **1.5****Advanced Strategies in Qualitative Research**

Explores applied techniques for coding and systematically analyzing qualitative data with the assistance of computer-aided qualitative data analysis software (CAQDAS). Examines different strategies for communicating qualitative research findings to other researchers and the general public.

**Notes:** Normally offered in alternate years.

**Prerequisites:** SOCI 515 (or equivalent, with permission of the department).

**SOCI 590** Units: **1.5****Directed Studies**

The study of a special topic under the supervision of a Department member. *Directed studies courses must be approved by the Graduate Advisor and are not normally approved for MA students unless there are exceptional circumstances that mean a student is unable to take one of the regular MA courses.*



Elective courses normally alternate, so students who wish to include SOCI 535 or SOCI 551 in their program of study should expect that these courses will be offered in 2025-26.

**3rd Term (Summer):**

be made about  
whether to pursue the MRP or thesis option and all students should begin writing up their MRP proposal or

*A. Regular PhD Program*

degree and successful completion of a three-part Candidacy Examination as well as a dissertation. Total number of units for graduation is 31.5 units (7.5 for coursework, 3 for candidacy exams, and 21.0 for the





of dissertation research (including theoretical and methodological approaches relevant to that area of study), and finally an oral examination on both written components completes the process.

**Timing:** Students are expected to complete the exam process within twelve months of submitting their Candidacy Examination form, which initiates the process. The examination should normally be undertaken xamination form being submitted by the beginning of the fourth term of study (normally September). Expected dates for the completion of each stage must be identified and agreed upon by students and committee members. All three parts of the exam sho be completed within 36 months of first registration in the doctoral program, as per Faculty of Graduate Studies regulations.

**Composition of the Examining Committee:** Examining committees are comprised of three members, who oversee all components of the examination. Students and their supervisors are jointly responsible for of the committee, examining committees require two other members, at least one of whom must be a member of the sociology department. The composition of the candidacy exam committee will often be the same as the subsequently-formed dissertation supervisory committee, however it can be different.

**Reading Lists:** Prior to submitting the Candidacy Examination form, reading lists must be compiled for each of the two written components of the exam. The process of compiling reading lists is a collaborative one between the student and the examining committee. The reading list for the second, more focused component of the written exam will be considered as provisional and may be revised by the committee in response to the first written portion of the exam. The maximum size of each reading list is 90 units (where a journal article or chapter = one unit and a book = four units).

**The Examination Process:** Once the examining committee has been formed and the reading lists

Finally, the oral exam (2 hours) takes place within one month of the submission of the second written component. The oral exam covers the contents of both papers completed in the first two parts of the examination.

**Assessment:** At the conclusion of the examination process, each component of the exam is assessed on a pass/fail basis according to the majority decision of the examining committee. A successful written examination for the first, broad-based component will demonstrate the ability to understand, critically assess, and synthesize a broad field of knowledge, and to construct a coherent argument in response to the question(s) that have been set. A successful written examination for the second, narrower component will demonstrate the ability to synthesize relevant theoretical and methodological literatures and to critically

successful oral exam will be one in which the student is able to demonstrate mastery of the areas covered and of connections between the material covered in both written portions of the examination.

The student is required to pass all three stages of the exam before candidacy requirements are satisfied. If either of the written components is deemed unsatisfactory, the committee will agree on a timeline for the submission of a revised paper. If the oral exam is deemed unsatisfactory, the student will be allowed to retake that portion of the examination within one month. Students have one opportunity to retake each component of the examination, after which the student will be deemed to have failed and will be required to withdraw from the PhD program.

**Students taking the CSPT option:** The only exception to the process outlined above is for students taking the CSPT option. CSPT students have one candidacy exam administered by the CSPT program, which substitutes for the first, broad-based component in the candidacy examination process. Depending on the composition of the CSPT examining committee (i.e., whether or not it has two members from the sociology department) students may then need to constitute a different committee for the second stage of their candidacy exam process, which finishes with an oral exam on that second written component. As there is also an oral component of the CSPT candidacy exam, CSPT doctoral students must therefore complete two oral exams as part of their candidacy process.

#### 4. Supervisory Committees

##### *A. Regular PhD Program*

Regular doctoral students will be supervised by a committee consisting of their academic supervisor and at least two other members. One of the other members must be from the sociology department and the other member must be from outside of the department.  
the Candidacy exam committee, or it may be different.

##### *B. CSPT Option*





positions as part of their funding packages. There are also normally some TA positions available in the summer term, which most students apply for separately, although some students may be offered guaranteed summer TA positions as part of their funding package. Other students may also apply for TA positions, which may be available after positions have been assigned to all those students who are guaranteed funding.

**3. Research Assistantships**

Faculty members who hold research grants are sometimes able to offer research assistant (RA) positions to students. These positions are either offered upon entry into the program, or may become available after a student has begun their studies. Usual practice within the department is for RA positions to be paid at the same hourly rate as TA positions, although sometimes they may be paid at a higher or lower rate depending on the research grant. RA positions are contracted between individual faculty members and the student employed. When students are offered multi-year RA positions as part of a funding package, renewal of the RA position after the first year and for subsequent years is dependent on satisfactory performance of assigned duties. It is the responsibility of the faculty employer to provide the RA with any training that is required. Any such training should be included in the paid hours for the position.

**4.**



The Bursaries will be based firstly on the financial need of those eligible and secondly on their academic standing. Selection of the recipients will be made by Student Awards and Financial Aid in consultation with the executive of the Graduate Students' Society.

**\*CASSELS SHAW GRADUATE FELLOWSHIP** One or more fellowships awarded each year to outstanding graduate students selected on basis of high academic achievement and demonstrated financial need. Amounts vary. Selection will be made by the Graduate Admissions and Awards Committee on the recommendation of departments.

**\*DAVID F. STRONG RESEARCH SCHOLARSHIP** One David F. Strong Research Scholarship (amount varies) will be awarded to graduate students who currently hold a Canadian federal research council scholarship valued between \$17,500 and \$35,000. Selection will be made by the Graduate Admissions and Awards Committee on the recommendation of departments.

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**\*THE SARA SPENCER FOUNDATION RESEARCH AWARDS IN APPLIED SOCIAL SCIENCE**

These awards are intended to encourage social scientists in cultural, environmental, and social studies, with particular reference to the Capital Regional District. The proceeds of a fund established by the Sara Spencer Foundation and administered by the University of Victoria Foundation provides individual awards in amounts up to \$3,000 to assist with the costs of research in the applied areas of the Social Sciences. The award will normally only be given to support research which is directly related to the student's thesis or dissertation and has been approved by the student's supervisory committee. Awards will be made by the Awards Committee of the Faculty of Graduate Studies on the recommendation of the Sara Spencer Committee which is composed of members from the Social Sciences Departments.

**\*WOMEN IN DEVELOPMENT GRADUATE BURSARY** Graduate tuition bursaries in the amount of full graduate tuition fees to deserving women from developing countries (preference is given to women from sub-degree. The maximum value of a bursary is five full fee installments. Application forms may be obtained from the Office of the Dean of Graduate Studies and must be submitted by September 15 of the year of application. Selection of recipients will be made by the Graduate Admissions and Awards Committee on the recommendation of the WID Graduate Bursary Committee.

**\*UVIC TUITION ASSISTANCE BURSARIES** – are awarded to students with exceptional financial need. They are intended to assist students completing their programs, not those commencing a UVic program. The recipient must be in good standing with UVic. A minimum sessional GPA of 5.0 is required for graduate students. First preference will be given to those students facing exceptional circumstances beyond their control.

- One or more bursaries are given to graduate students who demonstrate financial need based on British Columbia Student Assistance Program standards and local child care costs. The bursaries will be used solely to fund actual child care costs which are not paid from other sources such as the Ministry of Social Services or the Ministry of Skills, Training and Labour. Child care funds will be made payable directly to the caregiver. Eligible services may include: private daycare, UVic childcare and babysitting services. Application may be made through Student Awards and Financial Aid between August 15 and October 15.

**\*SCHOLARSHIPS FOR INDIGENOUS STUDENTS** – There are a number of different funding opportunities that indigenous students may be eligible for. For further details see:  
<http://www.uvic.ca/services/indigenous/students/financial/index.php>

**\*SCHOLARSHIPS FOR STUDENTS WITH DISABILITIES** – There are a number of different funding opportunities that students with disabilities may be eligible for. For further details see:  
<https://www.uvic.ca/registrar/safa/entrance-scholarships/dept/permanent-disability.php>

**\*CHAIR IN TRANSGENDER STUDIES MASTER'S DEGREE RESEARCH SCHOLARSHIP**

degree students pursuing trans-related research in any field, including creative or performative activity. Priority will be given to students who self-identify as trans or non-binary, and further preference will be given to students who demonstrate financial need.

***\*CHAIR IN TRANSGENDER STUDIES DOCTORAL DEGREE RESEARCH SCHOLARSHIP***

One or more \$5,000 scholarships will be awarded to current or entering academically outstanding doctoral degree students pursuing trans-related research in any field, including creative or performative activity.

Priority will be given to students who self-identify as trans or non-



Additional members can be (but are not required to be) from outside the Department. *This process should be completed by the end of the third term in the program* (i.e., usually summer), and students should submit either a *MRP Registration form* or a *Thesis Registration form* to the Graduate Program Assistant to confirm their plans and the composition of their supervisory committee.

PhD supervisory committees consist of a minimum of three members: the academic supervisor and one other member from the Department of Sociology plus at least one member from outside the home department. The committee should be the same committee for their candidacy examination process. As soon as possible after completing the candidacy examination, *and no later than the second term after registration in SOCI 699 PhD Dissertation*, students are required to communicate the structure of their Supervisory Committee to the Faculty of Graduate Studies. In order to do this, *the student should complete the Doctoral Supervisory Committee form and submit it to the Graduate Program Assistant*. The composition of the committee may be changed at any time upon request.



- e. to recommend, in consultation with the Department Chair, students for fellowships and other graduate awards;
- f. to monitor, in consultation with the supervisor, the progress of the graduate student;
- g. to be available to meet in confidence or consult with graduate students on any matters of concern;
- h. to act as a liaison between the graduate students and the department; and
- i. to Chair the Departmental Graduate Committee.

### **3. Evaluation of Progress**

Full-time  
PhD students are expected to take 4-5 years to complete their degree. At the end of the first year, if a student's progress is unsatisfactory, i.e. a GPA below 5.0, that student will normally be asked to withdraw from the program. A grade of B- or less received on any course is not normally accepted by the department for credit towards a graduate degree. If a grade of B- or less is obtained on any course, it is required that of Graduate Studies as to whether the student should be allowed to continue in the program.

place in May each year. Students meet with their supervisor or supervisory committee to discuss their be unsatisfactory, then a plan must be formulated to get the

The University has strict regulations concerning research involving human subjects (except for secondary data analyses). Any such research must be approved in advance by the Human Research Ethics Board. This includes pretests and pilot studies. For further information, students should contact the Human Research Ethics Assistant at the Office of Research Services (472-4545)

<http://www.uvic.ca/research/conduct/home/regapproval/humanethics/index.php>).

A. *Major Research Paper*: Students writing the major research paper must prepare a proposal (approx. 5-10 pages) outlining the research question(s) and relevant literature. This proposal must be  
The meeting can be similar to or shorter

(r)-3 (the E) by 4 (the U) (i) (no) 4 (a) by 5 (Q) use) h The major research paper itself should be approximately 40 pages long. Once the supervisory committee is agreed that the paper is satisfactory, the final stage is an oral examination based on the paper. NB: the Faculty of Graduate Studies does not require an external examiner or prior notification of oral examinations for Major Research Papers, so they can often be scheduled much more quickly than is the case with theses.

B.

C.



All students should ensure that they are familiar with both *Discrimination and Harassment Policy* and the *Sexualized Violence Prevention and Response Policy*, which can be found at: [https://www.uvic.ca/universitysecretary/assets/docs/policies/GV0205\\_1150\\_.pdf](https://www.uvic.ca/universitysecretary/assets/docs/policies/GV0205_1150_.pdf)



October 2024 SSHRC and CIHR Doctoral Scholarship applications are due this month (exact dates tbd). All eligible students are required to apply. SSHRC applications are submitted directly to SSHRC via the Research Portal online. CIHR applications are submitted directly to the funding agency online.

December 2024 SSHRC and CIHR Masters Scholarship applications are due at the beginning of the month (exact date tbd). All eligible students are required to apply. Applications are submitted directly to SSHRC/CIHR via the Research Portal online.

1 May 2025 All MA students should register for either SOCI 598 Major Research Paper or SOCI 599 Thesis for this term. Students should meet with their supervisors to draw up a plan for the summer term and should then begin work on their MRP or Thesis proposal. PhD students should begin working on the reading lists for their candidacy exams.

June 2025 All students should register this month for the courses that they wish to take in their second year (for *both* the Fall and Spring terms).

31 August 2025 By this date, MA students should have formed their supervisory committee, completed at least a draft of their research proposal, and submitted their *MRP Registration* or *Thesis Registration* form to the Graduate Program Assistant. PhD students should have submitted the form to initiate their candidacy examination process by this date.

May 2026 MA students in the Thesis option should have completed the first draft of their thesis, which should allow for a defense in the Summer term and completion of the degree within two years.

31 August 2026 PhD students should have completed all coursework and their candidacy exam by this date. They should now register in SOCI 699 Dissertation and, in consultation with their supervisor, constitute their doctoral supervisory committee and submit the *Doctoral Supervisory Committee* form to the Graduate Program Assistant.

28 February 2027 - PhD students should have completed their dissertation proposal and had it approved by their committee by this date.

This document is meant only to be a guide and is not intended to be a legally binding document. It should be noted

graduate Calendar, which students should make themselves familiar with. In the first instance, students are always governed by the policies in place when they first enter the program. When changes are made, however, students may request