

**Handbook
for
Folklore Graduate Programs
University of California, Berkeley**

Folklore Graduate Programs

The Folklore Graduate Group, an interdisciplinary group of faculty, administer the:

- MA in Folklore
- Designated Emphasis (DE), a concentration taken in conjunction with a PhD in a discipline.

This Handbook describes the core requirements for these degree goals, and provides guidance in how to complete them.

Requirements for the MA

The requirements for the MA in Folklore are:

- A. Within two years (four semesters), complete at least 20 units of coursework. Of these units:
 - At least 10 units of coursework must be at the 200-level
 - At least 8 units of coursework must be Folklore courses (where cross-listed, room-shared or courses that have a significant and demonstrable folklore content are accepted by approval of the Graduate Advisor).
 - Note: *Courses numbered 300 (or higher) do not count toward the unit requirement.*
 - Note: Graduate division defines full time enrollment as 12 units per semester.

There are **four** required courses that all Folklore MA students must take:

- The two-semester graduate core seminar (two courses): Folklore 262A and Folklore 262B
- A graduate seminar that covers methods appropriate to the study of folklore, anthropology and/or the proposed thesis project (see below)
- A course on the 100- or 200- level on folklore or folkloristics. This requirement is most often fulfilled through Anthropology 160AC. Note: Acting as a GSI for Anth 160AC does not fulfill this requirement.

- B. MA students must satisfy a requirement for proficiency in one language other than English related to the research project.
- C. An MA thesis based on original research is the final capstone requirement.

These requirements are ideally met in the following fashion:

Year 1:

- take the core seminars, Folklore 262A-262B: *Theories of Traditionality and Modernity*.
- Either:
 - enroll in and complete Anthropology 160 AC: *The Forms of Folklore*, or
 - identify an alternative course centered on folklore and folkloristics with the Graduate Advisor (see below for possible options).
 - Note: *Acting as a GSI for Anth 160AC does not fulfill this requirement.*
- Identify and complete a graduate methods course (200-level)

Year 1 or 2:

- satisfy the language requirement before advancing to candidacy for the MA.

Summer between Year 1 & 2:

- research the MA thesis

Year 2:

- advance to candidacy during third semester
- research and writing of MA thesis

Requirements for the Designated Emphasis

Applicants for the DE in Folklore must already be enrolled in an existing PhD program at Berkeley.

Application for the Designated Emphasis **must be made prior to the Qualifying Exam**, ideally by the third semester of the PhD program.

The Designated Emphasis requires:

- completion of three core courses, **and**
- participation of a member of the Folklore Graduate Group on the Qualifying Exam committee **and** on the Dissertation Committee.

One of the fields for the Qualifying Exam committee must concern folklore and/or folkloristics.

Completion of three courses is required:

- The two-semester graduate core seminar (two courses): Folklore 262A and Folklore 262B
- A course on the 100- or 200- level on folklore or folkloristics. This requirement is most often fulfilled through Anthropology 160AC.

A graduate seminar in methods is not required, but highly recommended.

Options for Fulfilling Folklore Course Requirements for all Degrees

There are four course requirements that MA students must fulfill. DE students must fulfill three courses, with the methods course being optional.

All folklore graduate students, whether MA or DE, are required to take the two semester core graduate seminar, Folklore C262A and Folklore C262B: *Theories of Traditionality and Modernity*. These are offered fall/spring, and there is **no exception** to this requirement.

For the other course requirements, there are alternatives, as described below. *The faculty Graduate Advisor is ultimately responsible for approving exceptions and may consider any course substitution if a defensible argument can be made.*

Anth 160AC or equivalent: Forms of Folklore provides an overview of folklore genres and an introduction to folkloristics (the theory and practice of folklore). It is strongly recommended for students to take this course if students have had no previous folklore training. *Acting as a GSI for the course cannot substitute, by Graduate Council regulation.* Any course that systematically covers aspects of genres that are understood as folkloric; or that discusses the history, theory, or practice of folklore, may qualify as substitutes. The substitute course must be either an upper-division undergraduate offering (100-level) or a graduate offering (200-level). *Courses taught by Folklore Graduate Group members will be more likely to satisfy this requirement than those from outside the group.* To propose a substitution from outside the Folklore Graduate Group, submit a copy of the syllabus used to the faculty Graduate Advisor.

Graduate methods course: This course is a requirement for MA students and is in addition to the course on folklore or folkloristics noted above. This course is not required for the DE, as it is assumed that the student will receive methods training in their current PhD program. Nevertheless, it is recommended for DE students to support their development of folkloristic methods. It must be fulfilled with a course taught at the 200-level. These courses deal with ways research might be conducted in archives, museums, with very large collections (analog, digital or a combination), and/or in-person settings. Any course can be proposed for approval to the Graduate Advisor. To propose a methods course, submit a copy of the syllabus for review to the Graduate Advisor. Courses that have been approved previously include but are not limited to the following:

ANTH 227	Historical Archaeology Research
ANTH 235	Museum Methods
ANTH 250J	Ethnographic Field Methods
ANTH 270B	Fundamentals of Language in Context
EDUC 280C	The Conduct of Ethnographic Inquiry
ETH STD 250	Ethnography: Theories and Methods
GWS 250	Queer Translation
HIST 283GG	Historical Method and Theory

HISTART 203	Material Culture: The Interpretation of Objects
HIST 280B	Jews and Archives
LING 245	Anthropological Linguistics
MUSIC 244A	Tools of Ethnomusicological Research
NWMEDIA 200	History and Theory of New Media
NWMEDIA 290	Locative Media
SCAND 213	Scandinavian Folklore History, Theory, Methods
SOCIO 273E	Research Methods: Participant Observation
THEATER 202	Methodologies in Performance Studies

The MA thesis

For the MA, a thesis based upon original research must be completed by the end of the fourth semester. Unless otherwise agreed on with members of the student's MA committee, the thesis will consist of an article of suitable length submitted (or of a quality ready for submission) to a scholarly journal in folklore or closely allied field. These journals include, but are not limited to, The Journal of American Folklore; Western Folklore; Folklore; Fabula; Asian Folklore Studies; Ethnologia Europæa; Cultural Analysis; Contemporary Legend; Journal of Folklore Research; Slavica; Oral Tradition; Ethnomusicology; Southern African Journal for Folklore Studies; etc. We encourage students to have a draft ready for circulation to faculty members by the end of the third semester, so that revisions prior to submission can be made. In most cases, we expect students to submit their work for publication no later than week eight of their fourth semester.

While researching the thesis, students should sign up for

- Folklore 298: Readings in Folklore, or
- Folklore 299: Directed Research

with faculty in the Graduate Group (a maximum of 6 units may be counted for the degree requirement of 20 units).

The thesis is directed by a thesis advisor, who must be a member of the Folklore Graduate Group (the "committee chair"). A co-chair from another department or program who is not a member of the Graduate Group may be named when appropriate.

A second member of the committee must also be from the Graduate Group (the "inside member").

A third committee member is required who is *not* a member of the Graduate Group (the "outside member").

Students **must** constitute their committees by the end of the third semester at the latest. It is *strongly recommended* that the committee be constituted by the end of the second semester.

There is no requirement for a defense of the thesis.

Managing completion of the MA program

An ideal timeline for completing the MA over the expected four semesters should follow this pattern:

First semester: In consultation with the Graduate Advisor:

- identify the prospective inside members of the thesis committee
- identify the proposed foreign language and, if possible, fulfill the requirement
- take the first core seminar (Folklore 262A)
- identify an appropriate methods course

- decide whether to take Anth 160AC in spring or use another course to meet this requirement
- complete CETI training for IRB/HSP proposal submission
- *submit the initial statement of proposed thesis topic to the program before the beginning of second semester*

Second semester:

- in consultation with the proposed inside thesis committee members, identify the third (outside) committee member.
- take the second core seminar (Folklore 262B)
- either
 - take Anth 160AC or
 - another course to complete that requirement, if not already fulfilled in first semester.
- complete the methods course
- fulfill the language requirement if not already completed.
- begin and/or complete any required IRB/HSP protocol for research on human subjects
- *submit the proposed plan of research to the thesis chair and graduate advisor*

Summer: complete primary thesis research

Third semester:

- fulfill the language requirement if not already completed
- enroll in Folklore 298 and/or 299 to support the development of research review, analysis, and writing for thesis
- submit application to advance to candidacy for the MA
- *circulate a thesis draft to committee members before end of semester for comment*

Fourth semester:

- enroll in Folklore 299 while completing thesis.
- submit thesis for publication to a folklore or other appropriate refereed journal
- file thesis by May deadline

Summer filing is only possible if you were fully enrolled the preceding spring and is an option of “last resort.” Discuss this option with all committee members as they are not required to be available during the summer months.

Advising

The Folklore Graduate Group has three faculty appointed to formal leadership roles by the Dean of the Graduate Division. Each has an advisory role. In addition, any member of the Folklore Graduate Group may serve as the Chair for an MA thesis or serve as the Folklore member of Qualifying Exam and PhD Dissertation committees for a DE student. Finally, the program is supported by a GSAO (Graduate Student Affairs Officer). Here are the specific roles of each of these leadership roles:

The *Director of Folklore* is the faculty member who leads the Graduate Group. They oversee the graduate group, and act as a liaison to the Group's subcommittees: lectures, events & visitors; Folklore Archive; admissions. They may teach the core seminars or other required courses.

The *Graduate Advisor* advises students on the formulation of a plan to complete the program. The Graduate Advisor also approves all exceptions to requirements. They are the first person from whom to ask advice about course selection, forming a committee, and fulfilling university requirements.

The *Faculty Equity Advisor* is designated to handle any concerns students may have about how policies of the program or the university are being applied. Any concern about progress in the program can be brought to the Faculty Equity Advisor, who can help students identify resources for support, including DSP accommodations.

The MA thesis committee *Chair* is a core Folklore group member, identified in consultation with the Graduate Advisor. They oversee the progress of the thesis and approve the final thesis before it is filed. They serve as the PI for any application for permission to conduct research with human subjects.

The Folklore member of Qualifying Exam and Dissertation committees for DE students is a core Folklore group member. They ensure that folklore is a substantive topic in the exam and the dissertation.

The GSAO is a staff member who has knowledge about and expertise in the regulations and systems of the university, including but not limited to registration; course enrollment; hiring for Academic Student Employee positions; receipt of university fellowships and program Block Grants; fulfillment of the residency requirement, the language requirement, and all course requirements; and advancement to candidacy. They preserve records of courses previously used to fulfill course requirements. They have prepared a checklist (on the following page) which should be used as a guide to completion of all requirements. They assist students in submitting petitions for exceptions to requirements.

**Folklore MA Program & Graduation Division Requirements
For Earning the MA Degree**

- completed at least two semesters in residency
 - completed required courses:
 - Folklore C262A
 - Folklore C262B
 - Anthro 160AC or substitute course (specify: _____)
 - Grad Methodology (specify: _____)
- ALSO:
- completed 20 semester units of upper division and graduate courses
 - completed 8 units in 200 series courses in Folklore
 - no more than 6 units of Folklore 299 included in the 20 required units
 - no more than two courses graded incomplete or M (missing grade);
 - no *required* courses graded incomplete or M (missing grade)
 - overall grade-point average at least 3.0

- completed Language Requirement (fill in lang. & date below)
Coursework: _____ Exam: _____ Memo: _____

- filed to advance to candidacy

- MA thesis Committee

Chair (from Folklore Graduate Group): _____

Optional co-chair from outside Folklore: _____

Second Folklore Graduate Group member: _____

Third member (outside Folklore Graduate Group): _____

Graduate Council Regulations Concerning Coursework for the MA

1. a *minimum* of 20 semester units of upper division and graduate courses (100- and 200- level)
2. a *minimum* of 8 units must be in 200 series courses in student's major subject (Folklore)
3. a maximum of 6 units of 299 course work may be used toward fulfilling degree unit requirements (6 of 20 units)
- 4. courses in the 300 series or higher do not count toward the unit requirements (required pedagogy seminars)**
5. two-thirds of *all* course work must be letter-graded, and only courses graded C- or better, or Satisfactory, may be counted toward degree requirements.
6. overall grade-point average must be at least 3.0, computed on the basis of *all* upper division and graduate (100- and 200- level) courses taken through the final semester
7. no more than *two* courses may be graded incomplete or M (missing grade) and those can only be in courses not required for the program (electives)

NOTE: GSI eligibility is also contingent on have no more than 2 incomplete/missing grades.