

# *Graduate Student Handbook*

Department of Indigenous Studies



Revised September 2019

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## Section 1: Welcome to the Department of Indigenous Studies

Indigenous students first put the idea for a Native Studies Department at the University of Saskatchewan forward in 1978-1979. As a result, in 1982 the Native Studies Program was formally introduced and in 1983 the Department of Native Studies was created. In 2015, the name changed to Indigenous Studies to better support the department's international context. Today, the Department of Indigenous Studies faculty members are active leaders in innovative and transformative teaching and research with community partners on and off campus at the local, regional, national, and international levels. We are recognized internationally for our dedication and commitment to the development of healthy communities; dynamic networks; applied community-engaged research; a leading-edge, relevant and comparative academic program grounded in Indigenous perspectives; and the scholarly excellence of our students and faculty. The Indigenous Studies Department is central to the life and vitality of the University of Saskatchewan and upholds the pillars—innovation, Aboriginal engagement, research and internationalization. The Department of Indigenous Studies serves and engages with Indigenous communities and societies at large, at the local, regional, national and international levels. Indigenous Studies is committed to:

- Indigenous perspectives grounded in Indigenous knowledge, experience, ways of knowing, and geographies;
- capacity building by enhancing healthy and sustainable Indigenous communities, knowledge systems, and environments;
- graduating Indigenous Studies students with relevant and innovative skills, insight, and commitment to social justice and transformation;
- excellence in the scholarly activities of teaching, critical analysis, applied and community-based research;
- knowledge translation that results in the betterment of relations between Indigenous and non-Indigenous peoples;
- transformative applied, comparative, and innovative research, community service, and teaching that impacts policy and practice, and preserves and creates Indigenous knowledge.

Department Website: <http://artsandscience.usask.ca/indigenoustudies/>

## 1.1 Department Vision

- to promote academic and teaching excellence;
- to encourage the development of specific Indigenous Studies paradigms and theoretical frameworks;
- to foster and conduct original scholarly research on Indigenous history and life, and develop research skills relevant to the needs of Indigenous communities;
- to promote and encourage Indigenous scholars and scholarship;
- to understand and appreciate the nature of Indigenous societies and acknowledge the contribution of those societies to both the national and international communities;
- and to foster cultural awareness, while simultaneously bridging the cultural gaps and challenging racial intolerance and stereotypes.

## Section 2: Introduction to Graduate Studies in Indigenous Studies

In 1987, the department opened its graduate program and in 1989 graduated the first student with a Master's degree while the first special case PhD student graduated in 2005. Currently, the graduate program in Indigenous Studies at the University of Saskatchewan is a small and robust program with a strong reputation for producing excellent graduates. A tight knit and innovative program led by internationally renowned faculty, the graduate program encourages students to explore a wide variety of topics, theoretical issues, and methodological approaches. Some areas of specialization include: health, politics and governance, law, gender, history, Indigenous knowledge, research methodologies, environmental planning and development, Cree language, culture, and history. Faculty members likewise represent a range of disciplines and have research interests in a number of geographic areas.

Our program is designed to provide comprehensive instruction in Indigenous Studies research, critical thinking, and community engagement. Students are encouraged to present papers at conferences and are aided in their preparation and publication. The program enhances teaching skills with teaching assistant positions and university-wide training workshops. The intimate nature of the program and the small number of students admitted creates an atmosphere where students have direct access to their advisors as well as other members of the faculty. By availing themselves of the faculty's expertise, graduate students broaden their experiences, gain new perspectives, and better prepare themselves for the rigors of academic life and the workforce.

In addition to competitive scholarships offered by the College of Arts and Science (including the Dean's scholarship and Aboriginal Graduate Scholarship), Indigenous Studies graduate students have access to funding through teaching assistantships, graduate fellowships, and graduate scholarships.

The department is seeking motivated students who are interested in studying with a dynamic faculty in what is now a rapidly growing graduate program.

### **Our website:**

<http://artsandscience.usask.ca/indigenoustudies/graduate/>

### **Contact information:**

Graduate Chair  
Department of Indigenous Studies  
142 Kirk Hall, 117 Science Pl  
University of Saskatchewan  
Saskatoon, SK S7N 5C8  
indigenous.studies@usask.ca

## 2.1 Admission

### 2.1.1 Criteria for Admission

#### 2.1.2 Master of Arts

A four-year undergraduate degree in Indigenous Studies or equivalent. Students from allied social science or humanities areas, or from other fields where there has been a focus on Indigenous peoples, will also be considered.

A cumulative weighted average of at least 70% (U of S grade system equivalent) in the last two years of study (e.g. 60 credit units).

Proof of English language proficiency may be required for international applicants and for applicants whose first language is not English.

#### 2.1.3 Doctor of Philosophy

Master of Arts or equivalent in related field with a focus on Indigenous peoples from a recognized college or university.

A cumulative weighted average of at least 70% (U of S grade system equivalent) in the Master of Arts degree.

Proof of English language proficiency may be required for international applicants and for applicants whose first language is not English

**The Department reserves the right to accept qualified candidates only when a supervisor in the appropriate research area is available and the University resources (including library facilities) are deemed adequate for the student's stated research interests.**

#### 2.1.4 Department Procedures Regarding Admission

Applications for admission are adjudicated by members of the Graduate Program Committee. Applications are due by January 15 for programs beginning the following September. We currently do not offer January program starts.

Applications are made online through the College of Graduate and Postdoctoral Studies website at <http://grad.usask.ca>

You will need to have ready:

- The names and email addresses of your referees.
- Your educational history from all post-secondary institutions attended. Transcripts from all post-secondary institutions a student has attended will be required.
- Visa or MasterCard for online payment of \$90 application fee. This payment is non-refundable and processing of an application will not be done prior to the payment being received.

Once the \$90 application fee has been paid you will be able to upload your application package containing the following:

- A writing sample.

- Unofficial transcripts from all post-secondary institutions attended.
- A two-page proposal outlining:
  - Your proposed area of research;
  - A summary of your research plan;
  - The Indigenous Studies faculty member that you would like to supervise your project and the reasons why you want them as a supervisor;
  - Other potential committee members in the Department of Indigenous Studies or at the University of Saskatchewan;
  - Graduate courses that you plan to enroll in; and,
  - Financial support secured and/or applied for.

Only applications with all supporting materials submitted by the deadline will be considered by the Graduate Program Committee. Decisions on admissions are generally made in the month following the deadline. You will receive notification of the committee's decision via email. Admission deferrals are offered at the discretion of the Graduate Program Committee.

**All applications are subject to final approval by the College of Graduate and Postdoctoral Studies.**

## Section 3: FACULTY AND STAFF

### 3.1 Faculty

#### Bonita Beatty

BA (Regina), MA (Regina), PhD (Alberta)  
Associate Professor and Undergraduate Chair

**Office:** Kirk Hall 135 **Phone:** 966-6975

[bonita.beatty@usask.ca](mailto:bonita.beatty@usask.ca)

**Specializations:** Aboriginal health administration, Aboriginal governance.

#### Robert Henry

BEd SUNTEP (Saskatchewan), MEd (Saskatchewan), PhD (Saskatchewan)  
Assistant Professor

**Office:** Kirk Hall 234 **Phone:** 966-5304

[rob.henry@usask.ca](mailto:rob.henry@usask.ca)

**Specializations:** Street lifestyle, urban issues, Indigenous youth health, survivance, visual research methods, community engaged research, Indigenous methodologies, Indigenous criminal justice.

#### Robert Alexander Innes

BA (Toronto), MA (Saskatchewan), PhD (Arizona)  
Associate Professor and Graduate Chair

**Office:** Kirk Hall 130 **Phone:** 966-2197

[rob.innes@usask.ca](mailto:rob.innes@usask.ca)

**Specializations:** Indigenous masculinities, contemporary kinship roles and responsibilities, Indigenous institutions, Indigenous knowledge, oral history.

#### Michelle Johnson-Jennings

BA, MA (Harvard), PhD (Wisconsin-Madison)  
Associate Professor

**Office:** Kirk Hall 133 **Phone:** 966-

**Specializations:** Indigenous cultural health

#### Simon J. Lambert

PhD (Lincoln, Aotearoa NZ)

Associate Professor

**Office:** Kirk Hall 137 **Phone:** 966-8527

[sjl910@mail.usask.ca](mailto:sjl910@mail.usask.ca)

**Specializations:** Indigenous disaster risk reduction, Indigenous environmental planning and development, cultural diplomacy

#### Randy Morin

BA (FNUC), BEd (Saskatchewan)  
Lecturer

**Office:** Kirk Hall 128 **Phone:** 966-6641

[ram690@mail.usask.ca](mailto:ram690@mail.usask.ca)

**Specializations:** Cree language, culture, and history.

### **Sarah Nickel**

BA (Lethbridge), MA (Saskatchewan), PhD (SFU)

Assistant Professor

**Office:** Kirk Hall 129 **Phone:** 966-6211

[sarah.nickel@usask.ca](mailto:sarah.nickel@usask.ca)

**Specializations:** Indigenous history, Indigenous politics and sovereignty, gender, Indigenous feminisms, oral history, community-engaged research, Indigenous research methodologies.

### **Priscilla Settee**

BA (Guelph), BEd (Saskatchewan), MEd (Manitoba), PhD

Professor

**Office:** Kirk Hall 134 **Phone:** 966-5556

[priscilla.settee@usask.ca](mailto:priscilla.settee@usask.ca)

**Specializations:** Indigenous foods and food sovereignty, Indigenous politics, Indigenous women's rights, globalization, Indigenous knowledge systems, protection of biodiversity, climate change.

### **Emily Snyder**

BA Hons (Saint Mary's), MA (Carleton), PhD (Alberta)

Assistant Professor

**Office:** Kirk Hall 132 **Phone:** 966-1925

[emily.snyder@usask.ca](mailto:emily.snyder@usask.ca)

**Specializations:** Indigenous laws, gender, feminisms (Indigenous feminisms, feminist legal studies), education, sexuality and the law, HIV and the law, representation and aesthetics, Indigenous-settler relations.

### **Winona Wheeler**

BA Hons (Manitoba), MA (UBC), PhD (Berkeley)

Associate Professor

**Office:** Kirk Hall 127 **Phone:** 966-6210

[winona.wheeler@usask.ca](mailto:winona.wheeler@usask.ca)

**Specializations:** History, Cree intellectual traditions, Indigenous-settler relations, Indigenous oral histories, Indigenous Knowledge, land claims and treaty rights, community-based/engaged research, anti-colonial theory and approaches, Indigenous women.

## **3.2 Sessional Lecturers**

### **Denise Fuchs**

Sessional lecturer

[mdf178@mail.usask.ca](mailto:mdf178@mail.usask.ca)

### **Julie Roy**

Sessional lecturer

[j.roy@usask.ca](mailto:j.roy@usask.ca)

### **Robert Lindsay**

Sessional lecturer

[ral165@mail.usask.ca](mailto:ral165@mail.usask.ca)

### **Sherri Swidrovich**

Sessional lecturer

[sherri.swidrovich@usask.ca](mailto:sherri.swidrovich@usask.ca)

## **3.3 Staff**

### **Michelle Jarvin**

Finance and Administration

### 3.4 Current Faculty Research Projects (2017-2019)

- Indigenous Health Policies and Administration
- Indigenous Political Engagement and Governance
- Northern Development and Indigenous Engagement
- UNDRIP and Indigenous Peoples in Canada
- Indigenous Masculinities, Identities and Achieving Biimaadiziwin
- Growing Pains: The Dynamics of First Nations Agriculture in Manitoba, 1850s-1960s
- Kéhtéyatisak Otahchimowiniwaw Kayas kaki pé-ihikihk Ochékiwi Sípihk: Elders' stories about the history of Fisher River
- Intergenerational Indigenous Feminisms
- Auxiliary Organizations and Indigenous “Mothers of the Nation”: Gender, Politics, and Place in Canada’s West
- Indigenous Urban Political Identities and Communities
- Indigenous Feminist Legal Studies
- Impacts of the Criminalization of HIV Non-Disclosure on Indigenous Peoples
- Indigenous Oral Histories in the West
- Contemporary Kinship
- Indigenous Gang Exiting Project
- Indigenous Food Sovereignty
- Indigenous Environmental Management
- “What Does Leadership Look Like?: Inherent Anishinaabekwewag Governance in Northwestern Ontario”

### 3.5 Areas of Study

Major geographic areas of study:

- Canada
- The Americas
- New Zealand (Aotearoa)

Major thematic areas of study:

- Indigenous Gender Studies
- Systems of Indigenous Governance
- Indigenous Development
- Indigenous History Language & Culture.

## Section 4: Program Structure

### 4.1 Coursework Requirements

#### 4.1.1 Masters

All students in this program will complete 18 credit units of course work (typically 6 classes) and a thesis. There is no project option in this program.

Required courses are INDG 802 or ERES 810, INDG 803, GSR 960 and GSR 961 (if applicable). Students must also register in INDG 990 for one year and maintain continuous registration in INDG 994.

Students must then complete an additional 12 credit units of graduate courses from Indigenous Studies or other relevant departments.

***Coursework must be completed within the first 8 months of the program.***

#### 4.1.2 PhD

All students in this program will complete at least 12 credit units of coursework (typically 4 classes) and a thesis.<sup>1</sup> There is no project option in this program.

The course breakdown for students includes:

A minimum of 9 credits in Indigenous Studies, including:

- 802.3 Applied Indigenous Studies Research Methods [or equivalent]
- 803.3 Theoretical Issues in Indigenous Studies
- A minimum 3 Credit units from one of the following concentrations:
  - Governance
  - Development
  - Gender
  - History, Language, Culture
- 3 credit units approved by the student's supervisor and advisory committee
- INDG 990.0: Non-Credit Seminar in Indigenous Research and Professional Development
- INDG 996.0: Students must maintain continuous registration.

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<sup>1</sup> Students entering the program with degrees outside the discipline of Indigenous Studies may be required to complete additional coursework and/or a qualifying exam.

## 4.2 Graduate Course Offerings

### **INDG 802.3 - Applied Indigenous Studies Research Methods**

Emphasizes the development of skills to conduct research on, for, and with Indigenous Peoples. Technical skills and ethical issues will be addressed.

### **INDG 803.3 - Theoretical Issues in Indigenous Studies**

Critically examines theoretical developments in Indigenous Studies and relevant cognate disciplines, such as Sociology, History, and Anthropology where Indigenous issues are being addressed.

### **INDG 810.3 - Aboriginal Self Determination through Mitho-Pimachesowin**

This course explores a range of Aboriginal conceptual foundations of Aboriginal Self Determination and examines the emerging application of "Mitho-Pimachesowin" in Aboriginal development. Historically, the Aboriginal "Way of Life" had spiritual roots and encompassed all of life, and this holistic perspective continues to influence modern developments in varying degrees. This class will introduce students to the Cree concept of Mitho-Pimachesowin (ability to make a good living) and will also explore the related elements of autonomy, kinship, work ethic, respect, responsibility and resilience as they apply to contemporary and comparative initiatives in Aboriginal Self Determination.

### **INDG 871.3 – Indigenous Women: Feminism, Politics, and Resistance**

This course explores issues relating to the historical and contemporary experiences of Indigenous women in northern North America. It examines themes including Indigenous understandings of gender and kinship; the history of settler colonial policy and the regulation of Indigenous women; the law and criminalization; labour and informal economies; politics and activism; and motherhood and child welfare. This course also considers Indigenous feminist analyses and its relationship to understanding Indigenous women's issues.

### **INDG 898.3 - Special Topics**

Concentrated reading and research in selected areas of Indigenous Studies.

### **INDG 990 - Seminar**

All students will be required to register for and attend for one year INDG 990 (Graduate Seminar) and offer one seminar on their thesis research prior to graduation.

### **INDG 994 - Research**

Students writing a Master's thesis must maintain continuous registration in this course.

### **INDG 996 - Research**

Students writing a Ph.D. thesis must maintain continuous registration in this course.

### **GSR 960.0 - Introduction to Ethics and Integrity**

A required course for all first year graduate students at the University of Saskatchewan. The purpose of this course is to discuss ethical issues that graduate students may face during their time at the University. All students will complete modules dealing with integrity and scholarship, graduate student-supervisor relationships, conflict of interest, conflict resolution and intellectual property and credit.

### **GSR 961.0 - Ethics and Integrity in Human Research**

Introduces students to the ethics of research with human subjects. Students will complete the Tri-Council Policy

Statement: Ethics Conduct for Research involving Humans (TCPS) Tutorial and become familiar with the human ethics processes at the University of Saskatchewan.

## 4.3 Program & Thesis Requirements

### 4.3.1 Masters

The Department of Indigenous Studies expects students to complete their program in 4-6 Terms (16-24 months), under normal circumstances. For students who require language training or foreign research, completion of the degree may take longer.

### 4.3.2 Thesis Proposal

During the first eight months of their program, students will develop a research topic, and prepare and defend a thesis proposal. This is typically revised from the student's original program of study with guidance from their supervisor, advisory committee, and participation in INDG 990. The proposal should be 15 double-spaced pages (excluding bibliography) and should clearly articulate the main objective of the research (including relevant research questions), include a literature review of the relevant scholarship, and outline the theoretical framework and methodological approaches the student will use. The proposal should also include a timeline as an appendix, which will outline the student's research and writing plans.

The thesis proposal is submitted to the student's supervisor for review and recommendations for revision. Once the proposal is judged satisfactory by the supervisor, copies of the proposal are provided to the other members of the advisory committee. After the advisory committee has reviewed the proposal, the supervisor will arrange a proposal defense. Here the student will have the opportunity to respond to and pose questions about their research plans and the committee will determine by consensus whether the proposal reflects a feasible and robust research program. If consensus cannot be reached, the committee will determine revisions the student needs to undertake before re-submitting their proposal. If the proposal is satisfactory, the student is approved to continue with research and writing. Written notification of the proposal approval will be submitted to the graduate administrator.

**Students must complete their proposal defense by the end of their eighth month (typically April). Failure to do this could jeopardize the student's place in the program and will be reflected in annual reviews.**

### 4.3.3 Ethical Approval to Conduct Research

Students requiring ethics approval for their research will aim to draft and submit their application during the summer Term (see link to submission dates, below). The University of Saskatchewan Research Ethics Boards (REBs) operates in accordance with the *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans* (August 1998) and the *University of Saskatchewan Policies and Procedures for Ethics in Human Research* (October 2002). These policy statements are the principle body of "rules" under which the REBs function.

[http://www.usask.ca/research/research\\_services/policies.php](http://www.usask.ca/research/research_services/policies.php)

All research that involves living human subjects requires review and approval by the REB according to the guidelines set out therein.

Please visit the U of S Ethics Office website for general information

([http://www.usask.ca/research/ethics\\_review/faqs.php](http://www.usask.ca/research/ethics_review/faqs.php)) and the [ethics deadlines webpage for specific submission dates](http://research.usask.ca/for-researchers/ethics/submission-deadlines.-board-membership.-) (<http://research.usask.ca/for-researchers/ethics/submission-deadlines.-board-membership.->

[meeting-dates.php](#)).

To access the ethics review template: [http://www.usask.ca/research/ethics\\_review/](http://www.usask.ca/research/ethics_review/)

#### 4.3.4 Supervisor

Students will be assigned a supervisor whose research interests and expertise aligns with the student's needs. Students may identify potential supervisors in their program application, but the final decision rests with the Graduate Program Committee. Supervisors are expected to meet and/or be in contact with their students regularly to ensure adequate progress is being made. It is expected that supervisors will be available for all major program milestones, and in the event of leaves of absences or sabbaticals, supervisors will be expected to arrange for continued supervision. Students must also keep their supervisors and the Department apprised of any changes to their program status. The roles and responsibilities of the student-supervisor relationship are outlined here:

<https://students.usask.ca/documents/student-supervisor-agreement.pdf>

#### 4.3.5 Advisory Committee

The supervisor, in consultation with the student, invites others to serve on the advisory committee, which has the primary responsibility for directing and evaluating graduate study. The advisory committee approves the research proposal in a formal defense, and must approve any other major changes to the research plan thereafter. The advisory committee must meet at least once per year to complete annual progress reports.

The advisory committee is composed of a minimum of 3 members:

Chair (non-voting except to break a tie)

Research Supervisor

1 or more additional members

The Dean of the College of Graduate and Postdoctoral Studies is an ex-officio member of every advisory committee.

#### 4.3.6 The Role of the Chair in the Advisory Committee

The role of the chair of the advisory committee is to maintain the fairness and integrity of the process for both students and faculty. *Duties:* The chair is required to attend all advisory committee meetings and to work with the supervisor to complete minutes of each meeting, record votes, and file records with the Department administrator. During all meetings (including examinations or defenses), the chair can ask clarifying or interpretive questions. The chair can also interpret departmental policy to ensure fairness and equity in the treatment of graduate students. The chair may be asked to vote, so it is important that they read the relevant components of the student's work including the written comprehensive exam, the research proposal, and final thesis.

#### 4.3.7 Annual Progress Reports

Students will meet with their supervisor and advisory committee at least once per year to evaluate student progress in the program. Students are evaluated on their coursework completion (and final grades), their progress in research and writing, the completion of their ethics application (if applicable), and progress towards professional development. Failure to make progress may result in a recommendation that the student withdraw from the program. Further, students on scholarship must maintain an 80% GPA and students on Teaching Assistantships must maintain a 70% to avoid losing their funding. The supervisor is responsible for calling these meetings, keeping minutes of the meetings, and distributing those to the student, advisory committee, and graduate chair.

Annual progress reports are completed using the GSR 210 form, which is forwarded to the departmental administrator and held in the student's departmental file.

#### **4.3.8 Colloquium**

All students are required to complete a colloquium presentation on an aspect of their research to fulfill the requirements of INDG 990. The colloquium may take place as a departmental event where students are scheduled to present, or students may be asked to present at an academic conference to fulfill this requirement. The terms of the colloquium are at the discretion of the Graduate Program Committee and may change from year to year.

#### **4.3.9 Thesis Research and Writing**

The thesis must be based on original research and demonstrate sound scholarship in the field of Indigenous Studies. Students will be guided through the thesis writing process by their supervisor. Once the supervisor is satisfied with the quality of the thesis, copies are provided to the advisory committee who review and provide comments within 3 weeks. The advisory committee can suggest revisions to be completed before the defense. Once the advisory committee has approved the thesis manuscript, the student will prepare final copies to submit to the examining committee and chair. The chair will ensure the manuscript conforms to the standards of the College of Graduate and Postdoctoral Studies. On approval of the thesis manuscript, the advisory committee will make recommendations to the chair on the appointment of an external examiner. Once approved by the chair, the thesis defense is scheduled.

#### **4.3.10 Thesis Format**

A detailed description of the thesis format requirements is provided in the Guide for the Preparation of a Thesis, available here: <https://students.usask.ca/graduate/graduate-students.php#ThesisandDissertation>  
The recommended length for the main body of a Master's thesis (excluding appendices and supporting documentation) is between 50 and 150 pages.<sup>2</sup>

#### **4.3.11 Thesis Examination**

At least one month prior to the defense, the supervisor must submit the necessary forms to the chair to schedule the defense. Once the defense is approved, the external examiner is provided a copy of the thesis and given at least 3 weeks to read and prepare for the defense. The external examiner is typically a faculty member from another department at the University and must be someone with some knowledge of the research area but with whom the student has no personal relationship and has not discussed their research. The time between when a student submits their draft to their supervisor and the final defense can be approximately 3-4 months. Students are encouraged to plan accordingly.

The thesis examination is a public, oral examination conducted by the thesis examining committee (the supervisor, advisory committee, and external examiner). It is usually about two hours in length and consists of two rounds of questions. Each round begins with the external examiner, then the committee members, and finally the supervisor (who may choose not to ask questions). Questions are limited to the work done by the candidate in their thesis and knowledge of directly related material. Once the examination is complete, the examining committee meets to determine if the written thesis AND the oral defense, meet the necessary requirements to award the degree. The examining committee will decide by consensus or majority vote whether the thesis AND defense are:

- 1.) passed without revisions;
- 2.) passed with revisions (major or minor);
- 3.) to be re-examined;

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<sup>2</sup> This standard is set by the College of Graduate and Postdoctoral Studies.

4.) rejected.

The student is advised immediately of the results.

If the student fails the oral examination but passes the written, a second oral examination may be scheduled. This typically occurs within 2-3 months of the original defense.

### 4.3.12 Masters Expected Timeline

\*Terms are calculated to include Fall, Winter, and Spring/Summer

| Degree Milestone  | Timeline                      |
|---|-------------------------------|
| Coursework  | Terms 1-2 (September – April) |
| Research Proposal, Ethics (if applicable), Begin Research | Term 3 (April – August)       |
| Thesis Research and Writing                               | Term 4/5 (September- April)   |
| Thesis Defense  | Term 5 (April)                |

### 4.3.13 Residency and Time Limits

The University of Saskatchewan has a residency requirement of full-time attendance for one regular academic session (September to April). The program is designed to be completed within 2 years of full-time studies and the program time limit is 5 years.

### 4.3.14 Extensions

Students who are approaching the 5-year program time limit will need the formal support of their advisory committee to apply to CGPS for an extension. The student should arrange a meeting with their advisory committee, and with their support, may apply in writing to the CGPS for an extension. This written request must provide a reason for slow progress and provide a detailed plan, with timeline, for completing the remaining requirements. It is the student's responsibility to be aware of the program time limit and to initiate the extension request. Please consult the CGPS for relevant deadlines and processes. Extensions are granted for periods up to 4 months.

<https://www.usask.ca/cgps/documents/gsr205Extension.pdf>

## 4.4 PhD

### 4.4.1 Qualifying Exam

As per section 12.6.1 of the CGSR guidelines, the student is required to successfully pass a qualifying examination in their first year of study.

The oral defense for the award of a Master's degree at the University of Saskatchewan or another recognized institution may, at the discretion of the student's supervisor and advisory committee, be excepted in lieu of the PhD Qualifying Exam.

### 4.4.2 Language Requirement

The student is required to prove their competency in reading a language other than English as part of the

Indigenous Studies PhD program requirement. This second language must be related to the field/area of study as determined by the student's advisory committee. If the language is offered at the university level the student will be asked to enroll in 6 credits of language course(s) passing with a grade of 60% and above. If the language required for study is not available at the university level, the student will work with a community language keeper and pass a translation exam administered by this language keeper through the Department of Indigenous Studies.

If the requirement was completed at a different level of study (i.e. undergraduate or Master's) and is determined by the advisory committee as applicable to the area of research, this requirement will be waived.

#### **4.4.3 Comprehensive Exam**

After completing coursework requirements, students will begin reading for their comprehensive exams. Students are required to complete 3 areas of concentration including an Indigenous Studies field and two fields from our four departmental concentrations (Governance; Development; Gender; and History, Language, Culture), that best fit their areas of interest. Occasionally students will take courses or fields in cognate departments.

The comprehensive exam consists of two parts: three candidacy papers (either take home or in-person format) and an oral defense. Generally, these papers will be spaced over the course of one week, with the oral examination taking place within the following week. The candidacy papers will assess the student's knowledge of the field of specialization and its place within the discipline of Indigenous Studies. The supervisor, in consultation with the field supervisors, will compile the questions for the written examinations. Typically, students will be provided with a number of questions and asked to respond to two. Their responses should be approximately 2500 words in length.

Field supervisors will read and evaluate the candidacy papers to determine if they are suitable for defense. Each paper will be read by two members of the committee to ensure accuracy. In the event that one or more of the papers is deemed unsuitable, the student may be asked to rewrite, or may fail the written portion of the exam and be asked to withdraw from the program.

Students are required to complete their comprehensive exams within the first 5 Terms of their program. Failure to do this will be considered in the annual progress review and could result in a recommendation to withdraw from the program.

#### **4.4.4 Oral Examination**

The oral examination follows the successful evaluation of a student's candidacy papers by the student's advisory committee. The oral examination assesses the student's written responses (asking for expansion or clarification); covers topics in the specialization fields; and may address broader issues within Indigenous Studies as a whole. The oral examination will be conducted by the field supervisors and is usually 2-3 hours long.

After the examination, members of the committee will determine by consensus or majority vote<sup>3</sup> whether the oral components of the comprehensive examination are:

- 1.) passed without condition
- 2.) passed with condition (e.g. conditions may include a requirement to re-write one of the papers or to take another course)
- 3.) failed

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<sup>3</sup> The Chair is non-voting except to break a tie.

In the event of failure, the committee will recommend:

- 1.) the student be granted a second opportunity to complete the exam (to be completed within 2-3 months)
- 2.) that the student be required to withdraw from the program.

It is the responsibility of the supervisor to provide a copy of the written examination questions, completed exams, and reading lists for the student's file. It is the responsibility of the chair of the committee to inform the graduate administrator and the graduate chair of the outcome of the comprehensive examination.

#### **4.4.5 Dissertation Proposal**

Upon completion of the comprehensive exam students will submit a written dissertation proposal to their advisory committee and pass an oral defense of this proposal. The purpose of the proposal and proposal defense is to ensure the student's research area is appropriate for the PhD level. The proposal should be between 15 and 20 double-spaced pages (excluding bibliography) and should clearly articulate the main objective of the research (including relevant research questions), include a literature review of the relevant scholarship, and outline the theoretical framework and methodological approaches the student will use. The proposal should also include a timeline as an appendix, which will outline the student's research and writing plans.

The thesis proposal is submitted to the student's supervisor for review and recommendations for revision. Once the proposal is judged satisfactory by the supervisor, copies of the proposal are provided to the other members of the advisory committee. After the advisory committee has reviewed the proposal, the supervisor will arrange a proposal defense. Here the student will have the opportunity to respond to and pose questions about their research plans and the committee will determine by consensus whether the proposal reflects a feasible and robust research program. If consensus cannot be reached, the committee will determine revisions the student needs to undertake before re-submitting their proposal. If the proposal is satisfactory, the student is approved to continue with research and writing. Written notification of the proposal approval will be submitted to the graduate administrator.

#### **4.4.6 Ethical Approval to Conduct Research**

The University of Saskatchewan Research Ethics Boards (REBs) operates in accordance with the *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans* (August 1998) and the *University of Saskatchewan Policies and Procedures for Ethics in Human Research* (October 2002). These policy statements are the principle body of "rules" under which the REBs function.

[http://www.usask.ca/research/research\\_services/policies.php](http://www.usask.ca/research/research_services/policies.php)

All research that involves living human subjects requires review and approval by the REB according to the guidelines set out therein.

Please visit the U of S Ethics Office website for more information and to access the ethics review template.

[http://www.usask.ca/research/ethics\\_review/faqs.php](http://www.usask.ca/research/ethics_review/faqs.php)

[http://www.usask.ca/research/ethics\\_review/.](http://www.usask.ca/research/ethics_review/)

#### **4.4.7 Supervisor**

Students will be assigned a supervisor whose research interests and expertise aligns with the student's needs. Students may identify potential supervisors in their program application, but the final decision rests with the Graduate Program Committee. Supervisors are expected to meet and/or be in contact with their students regularly.

to ensure adequate progress is being made. It is expected that supervisors will be available for all major program milestones, and in the event of leaves of absences or sabbaticals, supervisors will be expected to arrange for continued supervision. Students must also keep their supervisors and the Department apprised of any changes to their program status. The roles and responsibilities of the student-supervisor relationship are outlined here:

<https://students.usask.ca/documents/student-supervisor-agreement.pdf>

#### **4.4.8 Advisory Committee**

The supervisor, in consultation with the student, invites others to serve on the advisory committee, which has the primary responsibility for directing and evaluating graduate study. The advisory committee approves the program of study in a proposal defense, and must approve any other major changes to the program of study thereafter. The advisory committee must meet at least once per year to complete annual progress reports.

The advisory committee is composed of a minimum of 5 members:

Chair (non-voting except to break a tie)

Research Supervisor

2 or more additional members

1 cognate member

The Dean of the College of Graduate and Postdoctoral Studies is an ex-officio member of every advisory committee.

#### **4.4.9 The Role of the Chair in the Advisory Committee**

The role of the chair of the advisory committee is to maintain the fairness and integrity of the process for both students and faculty. *Duties:* The chair is required to attend all meetings and to work with the supervisor to complete minutes of each meeting, record votes, and file records with the Department administrator. During all meetings (including examinations or defenses), the chair can ask clarifying or interpretive questions. The chair can also interpret departmental policy to ensure fairness and equity in the treatment of graduate students. The chair may be asked to vote, so it is important that they read the relevant components of the student's work including the written comprehensive exam, the research proposal, and final thesis.

#### **4.4.10 Annual Progress Reports**

Students will meet with their supervisor and advisory committee at least once per year to evaluate student progress in the program. Students are evaluated on their coursework completion (and final grades), their progress in research and writing, the completion of their ethics application (if applicable), and progress towards professional development. Failure to make progress may result in a recommendation that the student withdraw from the program. Further, students on scholarship must maintain an 80% GPA and students on Teaching Assistantships must maintain a 70% to avoid losing their funding. The supervisor is responsible for calling these meetings, keeping minutes of the meetings, and distributing those to the student, advisory committee, and graduate chair. Annual progress reports are completed using the GSR 210 form, the department administrator and held in the student's departmental file.

#### **4.4.11 Colloquium**

All students are required to complete a colloquium presentation on an aspect of their research to fulfill the requirements of INDG 990. The colloquium may take place as a departmental event where students are scheduled to present, or students may be asked to present at an academic conference to fulfill this requirement. The terms of the colloquium are at the discretion of the Graduate Committee and may change from year to year.

#### 4.4.12 Thesis Research and Writing

The thesis must be based on original research and demonstrate sound scholarship in the field of Indigenous Studies. It must make a significant contribution to the field of Indigenous Studies and be publishable in article or monograph form. Students will be guided through the thesis writing process by their supervisor. Once the supervisor is satisfied with the quality of the thesis, copies are provided to the advisory committee who review and provide comments within 4 weeks. The advisory committee can suggest revisions to be completed before the defense. Once the advisory committee has approved the thesis manuscript, the student will prepare final copies to submit to the examining committee and chair. The chair will ensure the manuscript conforms to the standards of the College of Graduate and Postdoctoral Studies. On approval of the thesis manuscript, the advisory committee will make recommendations to the chair on the appointment of an external examiner. Once approved by the chair, the thesis defense is scheduled.

#### 4.4.13 Thesis Format

A detailed description of the thesis format requirements is provided in the Guide for the Preparation of a Thesis, available here: <https://students.usask.ca/graduate/graduate-students.php#ThesisandDissertation>

The recommended length for the main body of a PhD thesis (excluding appendices and supporting documentation) is between 150 and 300 pages.<sup>4</sup>

#### 4.4.14 Thesis Examination

The supervisor, student, and advisory committee will determine when a dissertation is ready for defense. Once a dissertation is deemed ready for defense, the supervisor and committee will recommend an examination committee. The external examiner is a faculty member from another University who is an expert in the dissertation research area but with whom the student does not have a personal relationship and has not discussed their research. The external examiner is chosen by the examining committee in consultation with the student and must be approved by the chair and the College of Graduate and Postdoctoral Studies. The supervisor will complete the requisite GSR form with four individuals qualified to act as the external examiner in priority sequence, and the Dean will make the final selection. The external examiner submits a *Pre-defense Report* to the Dean using Form GSR 403.1. At least one month prior to the defense, the supervisor must submit the necessary forms to the chair to schedule the defense. The time between when a student submits their draft to their supervisor and the final defense can be approximately 3-4 months. Students are encouraged to plan accordingly.

The thesis examination is a public, oral examination conducted by the thesis examining committee (the supervisor, advisory committee, and external examiner). It is usually two to three hours in length and consists of two rounds of questions. Each round begins with the external examiner, then the committee members, and finally the supervisor (who may choose not to ask questions). Questions are limited to the work done by the candidate in their thesis and knowledge of directly related material. Once the examination is complete, the examining committee meets to determine if the written thesis AND the oral defense, meet the necessary requirements to award the degree. The examining committee will decide by consensus or majority vote whether the thesis AND defense are:

- 1.) passed without revisions;
- 2.) passed with revisions (major or minor);
- 3.) to be re-examined;
- 4.) rejected.

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<sup>4</sup> This standard is set by the College of Graduate and Postdoctoral Studies.

The student is advised immediately of the results.

If the student fails the oral examination but passes the written, a second oral examination may be scheduled. This typically occurs within 2-3 months of the original defense.

#### 4.4.15 Residency and Time Limits

The University of Saskatchewan has a residency requirement of full-time attendance for one regular academic session (September to April). The program is designed to be completed within 4 years of full-time studies and the program time limit is 6 years.

#### 4.4.16 PhD Expected Timeline

\*Terms are calculated to include Fall, Winter, and Summer

| Degree Milestone      | Timeline  |
|-----------------------|-----------|
| Coursework            | Term 1-2  |
| Comprehensive Exam    | Term 3-5  |
| Dissertation Proposal | Term 6    |
| Language Requirement  | Term 6    |
| Dissertation Writing  | Term 7-12 |
| Dissertation Defense  | Term 12   |

#### 4.4.17 Requesting Extensions

Students who are approaching the 6-year program time limit will need the formal support of their advisory committee to apply to CGPS for an extension. The student should arrange a meeting with their advisory committee, and with their support, may apply in writing to the CGPS for an extension. This written request must provide a reason for slow progress and provide a detailed plan, with timeline, for completing the remaining requirements. It is the student's responsibility to be aware of the program time limit and to initiate the extension request. Please consult the CGPS for relevant deadlines and processes. Extensions are granted for periods up to 4 months.

<https://www.usask.ca/cgps/documents/gsr205Extension.pdf>

## Section 5: Research Supervisors

| Name                             | Research area keywords  |
|----------------------------------|---|
| <b>Bonita Beatty</b>             | Aboriginal, Indigenous, Saskatchewan, community, community engagement, governance, health, public policy  |
| <b>Robert Innes</b>              | Aboriginal, Gender, Indigenous, Masculinities, community, kinship, knowledge  |
| <b>Michelle Johnson-Jennings</b> | Indigenous cultural health  |
| <b>Simon Lambert</b>             | Indigenous disaster risk reduction, Indigenous environmental planning and development, cultural diplomacy   |
| <b>Damien Lee</b>                | Indigenous citizenships, treaty constitutionalism, Indigenous governance, Indigenist research methodologies.  |
| <b>Sarah Nickel</b>              | History, Aboriginal, Gender, Indigenous, politics, Indigenous Feminism, Methodologies, Oral history, Sovereignty, Women   |
| <b>Priscilla Settee</b>          | Indigenous foods and food sovereignty, Indigenous politics, Indigenous women's rights, globalization, Indigenous knowledge systems, protection of biodiversity, climate change. |
| <b>Emily Snyder</b>              | Education, Feminisms, Gender, Indigenous, Law, Sexuality  |
| <b>Winona Wheeler</b>            | Community-Based, anti-colonial, education, indigenous, knowledge, oral history, women   |

## Section 6: Tuition and Funding

### 6.1 Tuition

Graduate students in a thesis or project based program pay tuition three times a year for as long as they are enrolled in their program.

| Term                            | Canadian         | International    |
|---------------------------------|------------------|------------------|
| September 1 - December 31, 2018 | \$1379.00        | \$2178.82        |
| January 1 - April 30, 2019      | \$1379.00        | \$2178.82        |
| May 1 - August 31, 2019         | \$1379.00        | \$2178.82        |
| <b>Total per academic year</b>  | <b>\$4137.00</b> | <b>\$6536.46</b> |

Tuition information is accurate for the current academic year and does not include student fees. For detailed tuition and fees information, visit the [official tuition website](#).

### 6.2 Funding

All successful applicants for graduate studies in the Department are considered for support or scholarship on the basis of merit. No separate application is required. Funding can take the form of Graduate Teaching Fellowships (half or full), Dean's Scholarships, Teaching Assistantships, scholarships, and periodically, department bursaries (subject to Department budgetary considerations).

Eligible students are also *required* to apply for outside funding from the Social Sciences and Humanities Research Council (SSHRC). Assistance with the application process occurs in INDG 990 and applications are typically due in October.

[http://www.sshrc-crsh.gc.ca/funding-financement/umbrella\\_programs-programme\\_cadre/talent-eng.aspx](http://www.sshrc-crsh.gc.ca/funding-financement/umbrella_programs-programme_cadre/talent-eng.aspx)

In addition to potential funding from your department, there are scholarships and awards available within the College of Arts and Science, the University, and beyond.

## 6.2.1 Department and University Scholarships

Howard and Marge Adams Award – variable

Open to students entering and/or continuing a graduate degree program at the University of Saskatchewan. In order to be eligible for an award, applicants must be Metis and/or Non-Status Indians, must have completed their undergraduate degree from the University of Saskatchewan or any other university, with a major in Indigenous Studies, and have attained a minimum grade point average of 70% in the last regular session, as determined by the Award Committee.

Preference will be given to students continuing graduate studies with a major in Indigenous Studies as determined by the Award Committee.

**July 31 deadline**

|   |   |
|---|---|
| Robin P. Armstrong Award for Excellence in Native Studies - \$500 | The Canadian Association of Geographers (CAG), Statistics Canada, and Indian and Northern Affairs Canada award the Robin P. Armstrong Memorial Prize for Excellence in Native Studies to a graduate student in geography or native studies for the best Master's or Ph.D. thesis on an aboriginal topic.<br>The Armstrong Memorial Prize recognizes and promotes excellence in applied research on Canada's Aboriginal peoples. It was established to commemorate the contribution of Robin P. Armstrong to research on Aboriginal issues within the government of Canada and the CAG. The prize is drawn from a fund established in Robin Armstrong's memory with donations from the Armstrong family, individuals who wished to commemorate Robin in this way, the Department of Indian Affairs, and Statistics Canada. <b>January 15 deadline</b><br><a href="https://students.usask.ca/money/awards/graduateawards.php?award=EX5087G#myScholarships">https://students.usask.ca/money/awards/graduateawards.php?award=EX5087G#myScholarships</a> |
|---|---|

Students are expected to familiarize themselves with the awards they are eligible for and apply. Please note: students cannot hold more than one major award (such as SSHRC or an AGS) concurrently.

For University awards, please consult the College of Graduate and Postdoctoral Studies website: <https://students.usask.ca/money/scholarships.php>

Further external funding is available through Indspire and other agencies and students are encouraged to apply for these. <http://indspire.ca/for-students/bursaries-scholarships/>

## 6.2.2 Department Travel and Research Funding

Current graduate students are also eligible to apply for travel and research funding one time per academic year. Please consult the travel and research funding guidelines on the Department webpage.

<http://artsandscience.usask.ca/indigenoustudies/graduates/awards.php>

## Section 7: Useful Links and Resources

|   |   |
|---|---|
| College of Graduate and Postdoctoral Studies (CGPS)           | <a href="http://www.usask.ca/cgps/">http://www.usask.ca/cgps/</a>   |
| Gordon Oakes Red Bear Student Centre                          | <a href="https://aboriginal.usask.ca/gordon-oakes-red-bear-student-centre.php">https://aboriginal.usask.ca/gordon-oakes-red-bear-student-centre.php</a> |
| Student Health Services                                       | <a href="https://students.usask.ca/health/centres/health-services.php">https://students.usask.ca/health/centres/health-services.php</a>                 |
| Student Counselling Services                                  | <a href="https://students.usask.ca/health/centres/counselling-services.php">https://students.usask.ca/health/centres/counselling-services.php</a>       |
| Disability Student Services                                   | <a href="http://students.usask.ca/support/disability/">http://students.usask.ca/support/disability/</a>   |
| International Student Office website                          | <a href="http://students.usask.ca/international/">http://students.usask.ca/international/</a>   |
| U of S Student Services website, Information for New Students | <a href="http://students.usask.ca/new/">http://students.usask.ca/new/</a>   |
| Student housing Information                                   | <a href="http://ussu.usask.ca/housing/index.shtml">http://ussu.usask.ca/housing/index.shtml</a>   |
| University Residence Information and Applications             | <a href="http://livewithus.usask.ca/">http://livewithus.usask.ca/</a>   |
| Tourism Saskatoon Website                                     | <a href="http://www.tourismsaskatoon.com/">http://www.tourismsaskatoon.com/</a>   |