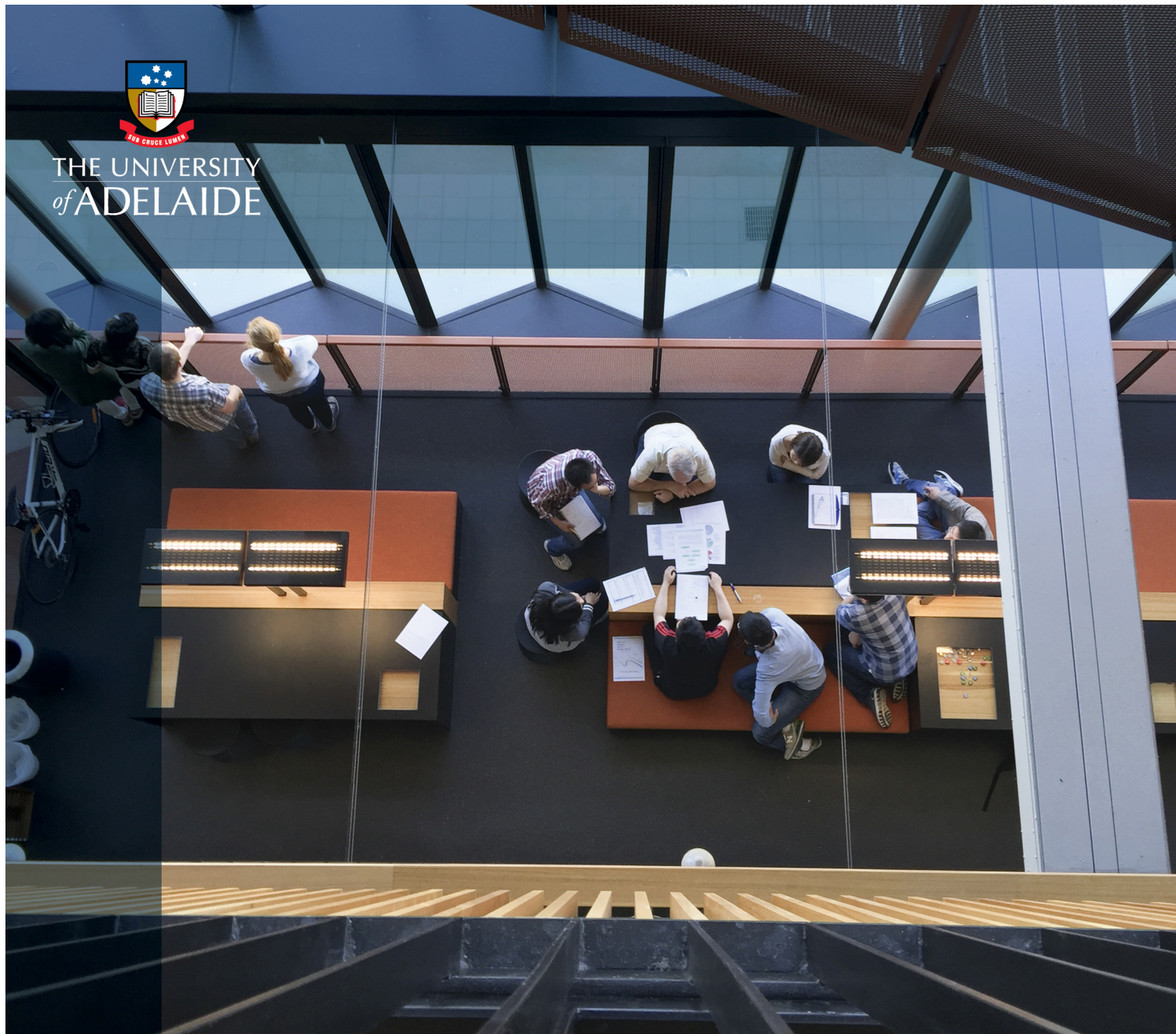




THE UNIVERSITY
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POSTGRADUATE HANDBOOK 2020

Department of Philosophy

Welcome to postgraduate study in the Department of Philosophy at the University of Adelaide!

Our Postgraduate Program

Postgraduate research students in Philosophy have an opportunity to develop original philosophical ideas, working alongside leading scholars with extensive international research experience.

The Philosophy Department offers both an MPhil and a PhD by research. Both degrees primarily involve the production of a substantial research thesis. This thesis can have a conventional narrative format or can comprise a collection of thematically related publications and/or papers prepared for publication. Students are formally supported in their research and writing by a principal supervisor and co-supervisor, but our postgraduate students are welcome to contact any members of staff to discuss their research. There is also a sizeable and welcoming cohort of other postgraduate students.

Postgraduate students in our program also undertake professional development activities through the University's CaRST program to develop diverse skills for the academic and non-academic workplace. During candidature, students contribute to our annual postgraduate colloquium, attend our departmental research seminars, and participate in postgraduate courses to broaden their philosophical competence.

MPhil

The standard pathway into postgraduate research is through the MPhil. This is a two year research degree. It is the ideal complement to an undergraduate degree, allowing students to conduct in-depth and sustained investigation of a philosophical issue that is not generally possible during an undergraduate degree.

The MPhil is assessed by the production of a research thesis of 25–30,000 words, comprising two-thirds of the degree, and by postgraduate courses to the value of 15 units, which comprise the balance of the work for the degree. The Department insists on this coursework element of the degree in order to ensure disciplinary depth, and to support your professional development as a philosopher. (In exceptional cases, the department may admit a student to the MPhil by thesis only.)

The thesis will focus on a question of philosophical interest. It should demonstrate the capacity to critically evaluate answers to that question and display thorough understanding of the research literature.

The MPhil is also a robust base for further original research in a PhD. Few students are prepared to go straight into a doctorate at the completion of their undergraduate degree, and the MPhil provides an opportunity to hone research skills, develop an appropriate topic, and get a better idea of the realities of postgraduate research.

PhD

The PhD is our flagship postgraduate research degree. This is a three year research only degree, assessed by a thesis of up to 80,000 words. It must demonstrate the same qualities of understanding and capacity for critical evaluation as a MPhil thesis, but must also be a significant and original contribution to knowledge.

Applying for Admission

Information about admission to our programs can be found on our website:

- <https://arts.adelaide.edu.au/philosophy/study/postgraduate/>

If you are interested in applying, you should contact the Postgraduate Coordinator for Philosophy (see the contacts section at the end for details). You may also wish to contact prospective supervisors for guidance around what kinds of research projects they may be interested in supervising.

If you have already completed a MPhil or equivalent in philosophy, you may apply directly for the PhD. All other students, including those who have completed honours, should apply for the MPhil. Students who are applying for the MPhil with honours may be admitted to the program with the possibility of upgrading to the PhD after a year of successful candidacy.

Rules and Regulations

Academic Program Rules

Your degree is governed by academic program rules, which apply to all higher degree candidates in the university:

- <https://calendar.adelaide.edu.au/agc>

You are advised to familiarise yourself with these program rules from the start of your enrolment.

Research Student Handbook

The academic program rules are somewhat austere. The procedures and regulations that implement these degree rules are discussed in the *Research Student Handbook* prepared annually by the Adelaide Graduate Centre ('AGC'). You can find it here:

- <https://www.adelaide.edu.au/graduatecentre/handbook/>

The AGC handbook is your first point of call for questions about what you need to do during your candidature and when. It outlines the standard pathway to completion of your degree and the milestones you need to meet and provides guidance on University support and resourcing to assist you through your degree. It outlines the roles and responsibilities of various people you might encounter during your candidature: you, your supervisor, the postgraduate coordinator ('PGC'), and others. (Contact details for some of these people can be found at the end of this handbook.) You should read the whole handbook closely, especially those parts concerning the milestones involved in your candidature and the responsibilities of research candidates.

This Handbook

This departmental handbook contains those regulations and procedures that we have developed in Philosophy to guide and assist postgraduate students to successful completion of their thesis. These are not official program rules; they may differ from the procedures that guide higher degree study in other disciplines. Where there might be any clash between this departmental handbook and the AGC's handbook, the latter has authority.

Getting Started

The life of a research student is relatively unstructured when compared to undergraduate study. You will have deadlines to meet, of course, and you will be attending seminars and reading groups on a regular basis. (See below.) But the main task ahead of you is to prepare a research thesis that meets the standard required of your degree. That task is one with no fixed timetable, so the most crucial thing to when getting started is to talk to your supervisor about planning your proposed activity over the next few years. A well-constructed and realistic plan is one of the most reliable steps towards timely completion.

Supervisors

Your relationship with your supervisors is crucial to the success of your candidature. You will be offered admission with a supervisory team in place already, and you

should be in touch with your principal and co-supervisors as soon as possible after you decide to accept your offered place. Once you formally commence, you should arrange to meet with them jointly and individually to discuss details of how you will arrange your working relationship. Different members of staff vary in how they prefer to organise their supervisory relationships, so you should come to an early agreement with each member of your supervisory team about your mutual expectations of supervision. At the least you should be meeting regularly with your principal supervisor from the very start of your candidature.

Inductions

There are three inductions you will need to undertake: a university induction (online), a Faculty induction (which you will hear about), and a local school induction. This last will be managed by the PGC and/or the School of Humanities staff. This will include arranging office space for you (if appropriate), providing information about photocopying and access to computer facilities, arranging keys and building access (including access to mailboxes and the departmental tea room in Napier 718), and providing you with information about financial and other support available to you as a postgraduate student in the School of Humanities.

You should think too about establishing an online profile, through the University's researcher profiles system, or through another platform:

- <https://researchers.adelaide.edu.au/>
- <https://philpeople.org/users/login?action=registration>

The department maintains a list of current active postgraduate students on its website, and is very pleased to link to your preferred research profiles from that site if information is provided. This site also contains contact details for members of academic staff:

- <https://arts.adelaide.edu.au/philosophy/people/>

Meeting people

You will learn as much during your candidature from informal interactions with other postgraduate students and staff as you will from formal discussion with your supervisors.

The Philosophy postgraduate representative ('PG rep') will convene a meeting with all the postgrads near the start of the new academic year, allowing you to meet other postgrads and to begin to establish those informal support networks. The department also tries to arrange a social event during the first part of the year to foster

departmental spirit and allow postgraduate and members of staff to get to know one another.

The department also arranges research seminars which higher degree candidates are expected to attend. Many postgraduates also audit MPhil classes, even after they have completed any coursework requirements in their program. Members of staff and postgraduates also arrange informal reading and discussion groups, and new postgraduates are encouraged to join these groups.

Postgraduate research can be an isolating experience at times, where the emotional hurdles can be as difficult to overcome as the intellectual ones. A robust support network within your discipline is incredibly useful at those times when things are going well, and crucial at those times when they aren't.

Making Connections

You should sign up to the Australian and SA philosophy announcement email lists:

- <http://mailman.anu.edu.au/mailman/listinfo/aphil-l>
- <https://list.adelaide.edu.au/mailman/listinfo/saphil-v.humss>

Both lists are low traffic, but most events and opportunities for Australasian postgraduates in philosophy will be advertised through them. We also sometimes advertise through the departmental Twitter account, which you can follow here:

- https://twitter.com/UofA_Philosophy

Many of our postgraduates are involved in the long-established University of Adelaide Philosophy Club, which has a lively program of activities and is always keen to hear about postgraduate research:

- <https://www.facebook.com/AdelaidePhilosophy/>

During Candidature

The milestones for your degree are largely set by the AGC, and covered in their handbook:

- <https://www.adelaide.edu.au/graduatecentre/handbook/05-candidature/>

We will not repeat all of their requirements here. But the Department of Philosophy has some local practices and requirements that it is important for you to know about.

CCSP

Both MPhil and PhD students have an initial probationary period of candidature during which they need to complete several steps. The first step is the Core

Component of the Structured Program ('CCSP'), which takes place after around six months of full-time equivalent candidature. Most of the requirements for CCSP are set centrally, but the department has set requirements for how you may satisfactorily complete CCSP.

- The AGC requires you to 'present your research proposal at a school seminar program'. In Philosophy, you typically satisfy this requirement by presenting your proposal at our annual postgraduate colloquium, which usually takes place in late June. If you cannot or do not wish to present at the postgraduate colloquium, or if the next scheduled postgraduate colloquium does not fall within six months of your commencement, you may present your research proposal at a meeting of the department's research seminar instead. You should aim to summarise the research proposal you have prepared for CCSP (following the AGC template) for presentation in about twenty minutes.
- The AGC requires you to regularly attend your school's seminar program. The Department runs a research seminar series which typically meets fortnightly on Friday afternoons (3pm–5pm). The format involves a research presentation, often from a visiting speaker, followed by a period of Q&A, after which all attendees are invited to continue the discussion informally over drinks and dinner. **All postgraduates are expected to attend these seminars throughout their candidature, and attendance is absolutely required during the initial period.**

Major Review of Progress

After a year of full time equivalent candidature, supervisors undertake a major review of student progress. This is to assess whether you are on track to complete your degree, on the basis of progress demonstrated during your first year. A review panel will be convened by a senior member of staff who is not involved in supervising you (typically the PGC, though a senior member of philosophy staff may chair the panel in the PGC's stead), which will also include your principal and co-supervisors, external supervisors (if any), and perhaps other members of staff if required. In addition to the requirements laid down by the AGC (namely, that you comment on your progress on the thesis and CaRST requirements, and any other research activities you have undertaken), the philosophy department requires that all candidates submit with their major review documentation the following:

- A general description of the projected structure of the overall thesis, as currently envisaged. This should be

no more than 1000 words in length. It should include an account of any significant changes since your research proposal was presented for CCSP. You should indicate a provisional timetable for the completion of the chapters of the thesis.

- An extended sample of your work between 5000–7000 words in length. This may well be a draft chapter of the thesis, but in any case should demonstrate your philosophical ability and progress on your research project.
- Any other material your supervisors think is needed to satisfy the review panel of your satisfactory progress; this might include any documentation of any obstacles to progress that were out of your control.

You should arrange to meet with your supervisors well in advance of the deadline for the major review to discuss what you will be submitting, and to discuss any issues that may arise. Your supervisors should tell you in advance if there are any issues about unsatisfactory progress they intend to raise in the major review. After you submit your documentation, the review panel may wish to meet with you if they have any questions about your material. Otherwise the panel will meet in your absence to discuss your progress and evaluate how it compares to the quality and quantity of work appropriate for your stage of candidature. The panel will provide a report to you after their meeting documenting their decision and their reasons. Even if your candidature is confirmed at this stage (and almost all are), this report may provide useful suggestions for you as your research continues.

While the major review of progress focuses on those factors relevant to whether you are likely to satisfactorily complete your thesis in a timely fashion, you will also need to satisfy the panel that you are participating in the broader research culture of the department. Requirements for satisfactory participation are detailed below.

Annual Reviews and Satisfactory Participation

Every year after your confirmation of status you will face an annual review. (This will be a pre-submission review once you are close to your expected submission date.) This is a more ‘light touch’ exercise, which doesn’t involve a full review panel, where you will comment on your progress and/or difficulties during the year, your supervisors will add their views too, before return to the PGC and AGC.

The main marker of satisfactory progress after the first year is continued productive work on your research thesis. As a rough indicator, the Department considers that

a student should have a draft of somewhere between one third and one half of the thesis completed by the time they are two-thirds of the way through the normal period of full time equivalent candidature for their degree. This is a solid foundation for timely completion of the writing of the thesis in the final third of candidature.

The Philosophy Department considers the following further activities also to be necessary for satisfactory participation in the research culture of the department, and you and your supervisor are expected to comment in your annual review on whether you have been conducting these activities:

- Each student who has successfully passed their major review should present on their ongoing research at least annually, either to the postgraduate colloquium or to the departmental research seminar. **PhD students are expected to present at least once at a departmental seminar during their candidature;** this presentation will form part of the material for the pre-submission review.
- Postgraduates are expected to regularly attend the departmental research seminar.
- Postgraduates are expected to attend and participate in honours/MPhil seminars. Students enrolled in the MPhil by mixed research and coursework must take courses to complete their degree, detailed below. Other postgraduates who are active in the program are expected to attend and participate in a least one honours/MPhil seminar per year during their candidature, though they do not need to produce work for assessment. Even if you find yourself attending courses rather outside the area of your thesis, it is very likely that you will find interesting connections between course material and the focus of your research.

In all cases, regular attendance at a seminar means you will attend at least 75% of scheduled meetings.

Staff and students in the department often convene reading groups on particular topics. You may be able to claim credit for seminar participation through regular and ongoing participation in such reading groups, with the agreement of your supervisor. The department encourages postgraduates to initiate their own reading groups, and can help publicise your group and facilitate room bookings.

CaRST

Since 2017 the AGC requires PhD students to complete 120 hours of Careers and Research Skills Training during candidature, and MPhil students to complete 60 hours. In

addition to the offerings run by the AGC and the Faculty, CaRST credit is available (subject to certain limits) for many of the activities we require of philosophy postgraduate students, such as attendance at postgraduate colloquia, presentations to the departmental research seminar, and activities associated with external conferences and preparing articles for publication. See here for details:

- <https://www.adelaide.edu.au/carst/workshops-and-events/>

Teaching Experience

The Department aims to give its postgraduate students experience of teaching as part of professional training in philosophy. Funds to support casual teaching are only available when undergraduate demand is sufficiently strong or when staff have outside research funding. Unfortunately, this means we are not able to guarantee postgraduates any teaching experience.

For financial reasons, we will employ postgraduates primarily in casual marking and tutorial teaching roles.

When casual teaching support is available, we aim to spread teaching opportunities fairly among the postgraduate cohort. We aim to ensure that no student who wants to undertake casual teaching during the course of their degree is prevented from doing so when teaching is available. Other things being equal, we prioritise PhD students in the allocation of tutorial teaching, and prioritise students who have passed their major review over others. We also prioritise students who are active in candidature over candidates who are on leave or those whose candidature has lapsed. Any allocation of casual teaching requires the approval of course coordinators, who may prefer casual tutors and markers who have prior experience of the course.

Coursework

The MPhil by mixed research and coursework involves satisfactorily completing 15 units of postgraduate courses. In philosophy, you satisfy this requirement by taking the following courses:

- PHIL 7006 Advanced Topics in Value Theory (6 units)
- PHIL 7007 Advanced Topics in Theoretical Philosophy (6 Units)
- PHIL 7005 Machine Learning and Artificial Intelligence (3 units)

Topics for the 'advanced topics' courses vary from year to year depending on the course coordinator. Course information is published via the University's course outlines, linked above, and distributed by the course

coordinator, either directly or through MyUni. The three courses ensure a spread of coverage in courses across different areas of philosophy. These courses are primarily assessed by an extended essay on a topic of your choosing negotiated with the course coordinator.

The Thesis

The formal requirements for honours and masters theses are specified in the research student handbook. You should begin discussing the proposed format and structure of your thesis with your supervisor during the early stages of your candidature. The general advice in the research student handbook on thesis format should be consulted:

- <https://www.adelaide.edu.au/graduatecentre/handbook/07-thesis/>

You should discuss the possible formats with your supervisors early in your candidature.

Thesis by publication

Many students will be interested in the thesis by 'publication' option, rather than preparing a conventional monograph-style thesis. The Department of Philosophy wishes to stress the following considerations with respect to that format:

1. Regardless of the option chosen the thesis must represent a significant contribution to knowledge in the discipline of Philosophy and (for the PhD) be a substantively original piece of work. You should discuss with your supervisor how many papers in publication format you might need in order to satisfy this requirement.
2. Thesis projects of a more organic nature with an overarching narrative may not easily lend themselves to the thesis by publication option but remain better suited to the conventional format.
3. Thesis projects which consist primarily of orderly scholarly expositional analysis and critical response without developing substantially independent or novel arguments may be best suited to the conventional format.
4. Students for whom the development and clarification of ideas emerges only out of ongoing writing and revising processes, who do not have a definitive idea of the substance of each component of their thesis in advance, may be better suited to stick with the conventional approach.

5. The benefit of writing a conventional thesis is the longer term prospect of turning the whole of the work into a book.
6. The benefit of thesis by publication would be having publications or near publications already in place on completing your degree.
7. Students with prior publications might be best suited to pursuing the thesis by publication option.

The Philosophy Department does not regard the thesis by publication option as an ‘easy way out’.

- Merely presenting a number of ‘chapters’ of an otherwise conventionally approached thesis as ‘publishable’ papers will not be acceptable;
- The compilation of papers will have to individually meet the highest academic standard as already required for the traditional PhD;
- The compilation of papers as a body of work will be required to intrinsically cohere, with individual papers mutually illuminating each other in ways that demonstrate their emergence from a single self-consistent overarching research project;
- The compilation of papers will need to be accompanied by a meta-narrative or contextual statement or commentary that details the intellectual and scholarly development of the thesis within the overarching research project.

Work in Progress

As you work on your thesis, you will be of course receiving guidance and feedback from your supervisors. Many students find feedback from peers and colleagues just as valuable. To facilitate this, the philosophy postgraduates organise a ‘Hivemind’ ‘group for the discussion of postgraduate work in progress. The postgraduates meet fortnightly during teaching term to discuss the written work of one of their peers, which is pre-distributed for comment. While this is an initiative of the postgraduates, the department strongly encourages postgraduate research students to attend regularly and to take advantage of the opportunity to experience diverse perspectives on their work. In 2020, the Hivemind is proposed to take place on Wednesdays at 5pm; contact the postgraduate representative for more details.

Support

If you are having trouble with any aspect of your candidature, please talk to someone sooner rather than

later. Most problems during your candidature will be manageable, but very few improve if you don’t seek advice and help at an early opportunity.

Financial

As postgraduate students in the School of Humanities, you are entitled to research support from the school. You may use these funds for scholarly and conference travel, the purchase of professional memberships, and purchase of essential research materials. Presently, the School provides \$400 per year to eligible postgraduates. You should apply through the School office, after consulting your supervisor, and direct any question to the PGC.

Managing your Candidature

You have a life outside of your study, and sometimes life events can disrupt your progress. You might get sick, including struggles with mental health. You might want to take a break to take up another opportunity. You might just want to go on holiday. If you are unable to work effectively on your thesis during some period of time for any reason, you should not have this time counted against your candidature.

We encourage students to take a formal leave of absence from candidature whenever you are taking a break from study of more than a few days. Supervisors will be understanding and supportive of student need for periods of leave. Taking leave when needed ensures that your submission deadline is pushed back to accommodate the time away from work on your degree. It is always much easier to take leave during your study than to try and get an extension at the end when your submission is looming.

In the past, some students who found they needed more time to complete their thesis have used periods of leave of absence strategically, but you should note that you are not officially supposed to be able to access supervision during a period of leave.

If you have ongoing constraints on your time, you might also want to consider undertaking your study part time. You may have caring or employment duties that require a time commitment that you cannot combine sustainably with full time study. There is some association between part time candidature and higher rates of non-completion, so the AGC encourages all candidates to undertake postgraduate study on a full time basis. However, our department has had many completions by students who have studied part time, and for many students part time study is the only way they can undertake a postgraduate degree at all.

It is in everyone's interest that you complete your degree, so the department is keen to support you in your candidature even if you do not fit the 'standard' model of a full-time student. Talk to your supervisor early for advice about your situation.

Australasian Association of Philosophy

The AAP is a charity which aims to

- promote philosophy through education, research and scholarship
- promote the exchange of philosophical ideas
- support members, and professional philosophers generally, in connection with their philosophical activities.

Of relevance to postgraduates, the AAP provides financial support to the annual Australasian Postgraduate Philosophy Conference (APPC), which is in part used to assist postgraduates with travel expenses for the conference. The AAP also offers travel subsidies for postgraduates who wish to attend the main July AAP conference. There is also access to a postgraduate conference fund, which provides funding for postgraduate-organised workshops and conferences. The AAP provides information and advice about the job market, non-academic careers, and other topics of interest to postgraduates:

➤ <https://aap.org.au/postgraduates>

Financial support from the AAP is restricted to members, but there is a discounted rate for postgraduates:

➤ <https://aap.org.au/membership>

Contacts and Roles

A number of people are here to help if you need advice or face challenges during your candidature.

Your Supervisors

Your first point of contact for any questions of an academic nature should be your principal and co-supervisors. They will be able to advise on issues of content, of course, but also provide information on professional norms in the discipline, guidance about preparing papers for presentation and publication, and assistance in finding outside experts for networking. They will also be able to provide clarity on any questions you might have about departmental requirements as outlined in this handbook.

Other Academic Staff

You should also feel free to turn to other members of academic staff in the department for help and advice. Even

if you are not in any formal supervisory relationship, most people are happy to talk about your work and offer suggestions – just drop them an email. If you don't know who to turn to, you can contact the Head of Department for advice:

➤ antony.eagle@adelaide.edu.au

For administrative matters, including any complaints or problems you have during candidature, you can approach the PGC. In 2020, the PGC with responsibility for Philosophy is Assoc. Prof. Ben McCann:

➤ benjamin.mccan@adelaide.edu.au

Any questions that you have about rules and procedures in the research student handbook can be directed to the PGC. The PGC is also the person to turn to if you are having difficulties with your supervisory team – they will be able to give you ideas about resolving any difficulties informally, or may be able to direct you to other support services.

Postgraduate Representative

Postgraduate students in the department elect each year a Postgraduate Representative (PGRep). The PGRep must be an active postgraduate who has passed their major review and who is not due to complete during their term of office. The PGRep attends department meetings to give a voice to postgraduates and liaises with Faculty postgraduate representatives to ensure issues arising in philosophy with more general resonance are dealt with at higher levels. The PGRep is the first point of contact if you think there is an issue affecting your candidacy that may be affecting other students as well, and they can also offer informal advice, support, and mentoring to students in the program. They are familiar with the struggles and pleasures of postgraduate study and can be a useful source of wisdom. The 2019–20 PGRep is Brigitte Everett:

➤ brigitte.everett@adelaide.edu.au

Students who are interested in taking on the responsibility and leadership of the PGRep role are encouraged to consult with the current PGRep.

The research student handbook has more information about support services available to PGR students, including at the Faculty and University level:

➤ <https://www.adelaide.edu.au/graduatecentre/handbook/01-support-structures/>

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