

Department of Classical and Near Eastern Archaeology (CNEA)

Frequently Asked Questions (FAQ)

- **Departmental Roles and Responsibilities**

- For graduate students in the program, especially those prior to the completion of their preliminary exams, the Director of Graduate Studies will be their primary contact for questions surrounding (pre-)registration, completion of modern language exams, funding forms, etc. As we are a small department, however, these topics can also be discussed with other faculty members in the department including, but not limited to, the Department Chair and members of faculty directing your work (especially your M.A. thesis/Qualifying Papers). Once you have completed your preliminary exams and are working with a PhD Dissertation Director, they will be your main point of contact. The Director of Graduate Studies, however, is always available for discussion, advice, and consultation and will have regular office hours throughout the semester specifically for graduate students.
- In addition to serving as primary contact, the Director of Graduate Studies will send around reminder emails throughout the semester regarding funding, completion of forms etc., and will organize the end of year meetings (see point below).
- Beyond the faculty within the department, each year the graduate student body in CNEA decides who will serve as a Graduate Representative for the academic year (AY). This position can be filled by more than one individual and is designed to facilitate easy communication between faculty and the student body. Anyone can, of course, also speak to the Director of Graduate Studies directly, but through the Graduate Representative there is also the chance to provide feedback and address concerns anonymously. The Director of Graduate Studies and Graduate Representative(s) will be in touch regularly throughout the AY.

- **Departmental Expectations**

- It is generally assumed that all students prior to completion of their preliminary exams will be in residence in the local area.
- In addition to making academic progress, we expect graduate students to be actively involved in the department. We ask that students in residence attend and participate in person for departmental events on campus/in the local area. For those not in residence, whenever possible the department will try to provide hybrid options for participation.
- As appropriate, we also encourage all students in the department to participate (in person, if in residence and virtually, if not) in events organized by the Graduate Group in Archaeology, Classics, and History of Art (GGACHA) and by the Graduate School of Arts and Sciences (GSAS).
- Students who receive departmental funding are expected to present on their learning experience at the Reports from the Field, which typically takes place on the second Friday of the fall semester.
- At the end of each AY the Director of Graduate Studies will organize end of year meetings. These will take place on campus (or via Zoom if students are not in residence) and will bring together most, if not all, members of the department to talk with each student (Nb. Faculty on leave from the department are not required to participate in these meetings). These meetings are an opportunity for faculty you have not worked with during the AY to learn more about your work, research, and plans and, for you, to benefit from hearing from a wider range of voices. We have found that the end of year meetings are a nice way of rounding off the AY and preparing for the summer break.

Further useful information (including brief overviews of the modern language exams, preliminary exams, MA thesis and Qualifying Papers expectations) can be found on the departmental Moodle site and departmental website. For an overview of the GSAS calendar of study and yearly calendars go to (<https://www.brynmawr.edu/gsas/gsas-calendars>).