



MSc in History of Science, Medicine and Technology
MSc in Science, Technology, Medicine and Society



Programme Handbook

2009-10

preliminary edition

for more documents, guidance, and contact information:
www.londoncentre-hstm.ac.uk | moodle.ucl.ac.uk

Table 1: Main Events for Induction Week in the London Centre

Date/Time	Venue/Meeting Point	Event	Staff
Tuesday 6.10.2009 1:00-3:00	UCL Drayton Hall, room B06	Introduction to the degree and Autumn Term. map: www.ucl.ac.uk/efd/roombooking/building-location/?id=107	HC JC JA
3:00-5:00	Wellcome Building 183 Euston Road Ground Floor Lobby	Wellcome Library. Tour and Registration	JC
5:00-6:00		break	
6:00-8:30	WTC History of Medicine 5 th floor. Wellcome Bldg	Reception Meet the Tutors Meet students on MA History of Medicine	all
Wednesday 7.10.2009 13:30	UCL Main Gate on Gower Street	UCL tour: area, libraries, and facilities	JC
14:30	UCL Andrew Huxley Building	UCL ID cards	JC
15:00-16:30	UCL Henry Morley HM1 Cluster Room	UCL IT, Moodle and online resources www.ucl.ac.uk/is/clusters/map.htm	JC
Thursday 8.10.2009 10:00	Imperial entrance to Central Library	Introduction to CHoSTM (Meet in the ground floor reception area, Central Library, Imperial College, South Kensington Campus). A chance to meet staff & PhD students at CHoSTM. Imperial College ID cards will be distributed at this meeting.	LH
11:00	Imperial CHoSTM	Tour of the Science Museum Library and the Seminar and Learning Centre	AM
14:00 -16:00	Imperial SALC Sherfield Building. 5 th floor	Core Course. First Lecture (1P)	JC
Friday 9.10.2009 14.00-16.00	Imperial SALC Sherfield Building. 5 th floor	Core Course. Second Lecture (1H)	AG

Note for part-time students: only for October 8/9, we've been forced to switch lectures 1P and 1H, meaning part-time Year 1 (PT1) students attend the Friday lecture, and part-time Year 2 (PT2) students attend the Thursday lecture. For all other weeks, PT1 students attend M, Th; PT2 students attend Tu, F.

PT2 students are welcome at all events on the induction programme. They should ensure their id cards, e-mail accounts, and computer access are up-to-date.

Locating Information

Most information about the London Centre and the MSc programme can be found in the London Centre website:

- www.londoncentre-hstm.ac.uk
- moodle.ucl.ac.uk (required UCL userid and password)

Information about each of the London Centre's participating departments is available via their websites:

- www.hstm.imperial.ac.uk
- www.ucl.ac.uk/histmed
- www.ucl.ac.uk/sts

A directory of staff in the London Centre is presented in Appendix 1.

Induction Programme

Incoming students can find information about the start of the London Centre's modules on the Website < www.londoncentre-hstm.ac.uk >.

Table 1 lists main events in our induction programme. Students will be informed of additional induction events at Imperial College and UCL. For example, A welcome event for all taught postgraduates in humanities at Imperial College is organized for Thursday 8 October at 16.40 (Great Hall, Sherfield Building). College events are optional unless otherwise noted.

- information for new students at Imperial College:
www3.imperial.ac.uk/students/newstudents
- information for new students at UCL can be found at:
www.ucl.ac.uk/current-students/

By the end of the induction programme, students should:

- be familiar with the UCL and Imperial campuses
- know the location of key libraries
- have access to UCL Moodle and to their UCL and Imperial computer accounts
- be familiar with the programme handbook and syllabus for the core course

Term Dates 2009-2010

The London Centre generally follows the session calendar set by Imperial College.

First Term	Saturday 3 October to Friday 18 December 2009
Second Term	Saturday 9 January to Friday 26 March 2010 <i>please note the core course exam is scheduled for Friday 8 January 2010 at UCL</i>
Third Term	Saturday 24 April to Friday 25 June 2010
Dissertations due	Wednesday 1st September 2010

First Term

Core Course

All London Centre students are required to complete HPSCGA01 Introduction to Historical, Social and Philosophical Studies of Science, Medicine and Technology (aka "the core course"). The syllabus provides essential information.

- full-time students attend all lectures, complete all coursework and sit the examination
- part-time year 1 students attend "historical" lectures (normally M, Th) and complete essays 1 and 2 on special deadlines
- part-time year 2 students attend "perspective" lectures (normally Tu, F), complete essays 3 and 4 on special deadlines, and sit the examination

Please note deadlines for essays and the unusual date for the examination.

Second and Third Terms

Modules	Monday	Tuesday	Wednesday	Thursday	Friday
Morning 11am- 1pm	Sociology of Science and Technology	History of the Human Sciences	Sciences in the Age of Industry	The Scientific Revolution 1450-1750	STM in Antiquity
Afternoon 2pm- 4pm	Ideas of Health and Sickness	Philosophy of Science		STM in the 20th Century	Science, Governance and the Public

Option Modules

Option modules occur in Terms 2 and 3. Lectures occur in Term 2. Term 3 is reserved for coursework and directed reading. (Lectures in option modules begin during the week of Monday 11 January 2010.)

- full-time students complete three modules
- part-time year 1 students normally complete one or two modules and visit others
- part-time year 2 students complete the remainder of their modules, totaling 3

Part-time students are expected to complete coursework for modules in the year the module is undertaken.

Students may substitute one London Centre module with one module offered in the MA in the History of Medicine run by WTCHoM at UCL. For a list of MA option modules, please see the WTCHoM website: <www.ucl.ac.uk/histmed/teaching/ma>.

Dissertation

Guidance on the dissertation is below.

It is expected student will be considering topics for their dissertation from the start of the core course. Determined attention to topic, resources, and project management should be underway during Term 3. Full-time commitment is expected over the summer.

A 'Dissertation Advice Session' will be held by the dissertation coordinator, Dr Jon Agar, on:

26 May 2010 – 2:00 – location to be announced

note: this meeting is preceded by a student-staff meeting.

Student-Staff Meetings and Feedback

Student-Staff meetings provide a forum for students to discuss administration of the degree, to raise criticisms, and to suggest improvements. This meeting is chaired by the Programme Tutor. Comments are recorded without attribution, and minutes are circulated across the London Centre. These are important meetings. In the past, comments from these meetings have resulted in important changes to the programme. Students who cannot attend these meetings are welcome to discuss their views with, or e-mail them to, the Programme Tutor. Identities are kept in confidence.

The proposed dates below may be changed by reasonable request and subject to venue availability.

- 1st term: 03 Nov 2009 - 1:00-2:00 at UCL – room G3, 22 Gordon Square
- 2nd term 03 Mar 2010 - 1:00-2:00 – location to be announced
- 3rd term: 26 May 2010 – 1:00-2:00 – location to be announced
note: this meeting will be followed by an advice session for dissertations

Feedback

If there is anything out of the ordinary about the programme, please inform the relevant tutor, programme tutor, or convenor as soon as possible.

Student feedback on teaching is made formally through anonymous assessment forms. This form is available on Moodle and may be used for any and all lectures. An opportunity for summary comments will be provided both via Moodle and during various meetings. The convenor will report to the MSc teaching committee and to the Student–Staff Consultation Committee on the results and on any action to be taken as a consequence.

Academic Requirements of the MSc Programme

Qualifying for a Degree in the London Centre

To qualify for either of these degrees, students must pass all the following requirements:

- core course
- 3 option modules
- dissertation

Choice of Degree Title

Students may graduate with either of two MSc titles in the London Centre:

- History of Science, Medicine and Technology
- Science, Technology, Medicine and Society

The degree title is determined by the option modules passed. A student must pass three option modules. The courses offered in the London Centre include:

1. Science, Technology and Medicine in Antiquity
2. The Scientific Revolution, 1450-1750
3. Ideas of Health and Sickness
4. The Sciences in the Age of Industry, 1750-1920
5. History of the Human Sciences
6. Philosophy of Science
7. Science, Technology and Medicine in the 20th Century
8. Sociology of Science and Technology
9. Science, Governance and the Public

Students passing at least two of the options from courses 7–9 above will qualify for the MSc in Science, Technology, Medicine and Society. Students passing at least two of the options from courses 1–7 above will qualify for the MSc in History of Science, Medicine and Technology. If a student is eligible for both degrees, the choice will be decided by the Board of Examiners based on the subject of the dissertation. Students may state a preference (inform the Programme Tutor before 1 September 2010), but the final decision rests with the Board of Examiners.

Students may substitute one London Centre option module with one option module offered in the MA in the History of Medicine offered by WTCHoM at UCL.

Students receiving a Wellcome Trust MSc studentship may have additional requirements required as a condition of award.

Classification of Results

The final overall result for our MSc degrees is obtained by taking a weighted average of all assessed components, as follows:

- core course: weighted 25%
- three option modules: their average weighted 50%
- dissertation: weighted 25%

Students scoring 70% or more in each component will be awarded an overall Distinction. Students scoring an overall weighted average of 70% or more will normally be awarded a Distinction, at the discretion of the Board of Examiners. Students who narrowly fail to achieve 70% overall but achieve 75% or above on the Dissertation may be awarded a Distinction at the discretion of the examiners. Students scoring an average in the range 60-69% will be awarded a Merit pass. In borderline cases the overall breadth of a student's work might also be taken into consideration.

A student will be deemed to have failed the MSc degree if they fail the core course, fail any of the option modules, or fail the dissertation. In the event a student achieves a borderline fail in one of the above components but achieves an overall mark of 50% or above, he or she may be given an overall Pass, at the discretion of the Board of Examiners.

Calculating Results for Degree Components

Core Course

To pass the core course, students must accomplish the following:

- submit four essays, each of which is representative of the student's best efforts; only the three best of these essays will be taken into account in calculating an average essay mark for the course
- pass the core course examination

In calculating the final mark in the core course, the average of the three best essays contributes 70% of the mark; the examination score contributes 30%.

A student will be deemed to have failed the core course if they have been awarded less than 50% for more than one sub component (essay or examination). If a student achieves a borderline fail in one sub component but achieves 50% or higher overall, the course may (though not necessarily) be deemed a pass by the examiners. All cases of potential failure will be discussed by the Board of Examiners. In case of a failure on the core course, the student will be required to retake all or part of the course at the discretion of the Board of Examiners.

Option Modules

To pass each option module, a student must submit 2 essays, each of which must achieve at least the minimum pass mark (50%).

Dissertation

To pass the dissertation, a student must achieve at least the minimum pass mark (50%).

Special circumstances

In exceptional circumstances (such as a documented chronic illness) one or more of the above requirements may be waived at the discretion of the Board of Examiners.

Procedure for the Submission of Essays

Where to submit essays

Instruction on submitting essays will be provided at the start of the core course.

Essays must be submitted by 11:55 on the relevant due date. In the event of difficulties with online submission, essays must be submitted by e-mail to this address:

- sts-copernicus@ucl.ac.uk
- you are advised to copy this to your core course tutor or the options course

coordinator, as appropriate, *and* to yourself

Essays received by e-mail will be uploaded to the Turn-it-in system by London Centre staff.

Students must provide electronic files that are readable by standard word processing software supplied by UCL and Imperial (the default standard is MS Word 2003). If a file cannot be opened after reasonable effort, the submission may not be accepted. Replacement submissions may be penalised as late if resubmission is delayed. Keep an exact copy of the material submitted and keep it handy. If any course work becomes lost during the marking process, students may be asked to produce a copy at short notice.

The London Centre teaching staff have a commitment to give feedback on assessed work within two weeks of submission. The feedback will include qualitative comments and a provisional numerical mark. If you do not receive timely feedback on your essays, please ask your core course tutor or options course coordinator. If you fail to receive a timely reply, please inform the core course coordinator or programme tutor, as appropriate.

All coursework is subject to analysis for plagiarism detection, using software and other means, as appropriate. The London Centre uses 'Turn-It-In,' <www.submit.ac.uk>, a plagiarism detection and file management system.

Deadlines and Extensions

Deadlines are set for all coursework. Late essays will have marks reduced as a penalty of 2 marks per day (including weekends).

Extensions on deadlines may be granted at the discretion of the relevant tutor, in the first instance.

- core course: the student's core course tutor
- options modules: co-ordinator
- dissertation: dissertation co-ordinator

The second point of contact is the programme tutor. Disputes arising over the submission of coursework should be referred to the convenor.

Extensions normally are granted only under exceptional circumstances and normally are not applied retrospectively. Documentation may be required, though documentation alone may not compel an extension.

The key advice regarding extension requests is to keep the relevant tutors informed of difficulties as early as possible.

Marking Procedure

To ensure fairness, all assessed work for MSc modules is marked, second marked, then sent to external examiners for approval. In the interest of speedy feedback, students receive comments and provisional marks from the first marker, with additional information coming later as warranted. All marks are provisional until formally approved by the MSc Board of Examiners at the end of the session.

Criteria for Assessment of Coursework

Marks received in coursework and examinations reflect the following criteria for assessment.

Please note that coursework longer or shorter than the prescribed limit by more than 10% may not be accepted. The word count includes footnotes but not the bibliography.

A = 70% and above

Clear and incisive descriptions. Coherent and original line of argument strongly supported by

detailed references to appropriate secondary and primary sources. Clear grasp of the broader historiographical significance of the issues under discussion. Understanding of why the details being discussed are significant. Appreciation of the degree of certainty/uncertainty with which propositions may be advanced. Accurate spelling, punctuation, and grammar. Full referencing of sources of data.

Essays and examination answers judged to be of distinction quality normally receive marks in the range 70-85%. Only in very exceptional circumstances will work be awarded a mark greater than 85% (judged to be of publishable quality).

B = 60-69%

Most, but not all of the above. Less mark of individuality and originality. Clear evidence that the writer would be capable of sustained independent investigation if time and opportunity were present.

C = 50-59%

Clear evidence that an adequate amount of time has been spent in preparing the essay. Good grasp of the basic issues. Marks may have been deducted for: limited range and depth of reading; tendency to summarise the work of others rather than to synthesise the fruits of research into a discernible thesis; failure to maintain a consistent narrative and/or argument throughout essay; generalisations beyond the evidence offered; inadequate or inaccurate referencing; poor grammar, punctuation and/or spelling.

F = Below 50%

Inadequate in understanding and argumentation. Marks are deducted for: incoherent arguments; inaccurate facts or erroneous understanding of texts; unsupported personal opinions; poor grammar, punctuation, or spelling; tortured writing style; inadequate or inaccurate referencing of sources.

Dissertation Guidance

The dissertation is the capstone of the London Centre MSc programme. These should represent the very best research and analysis a student can produce. A range of high quality recent dissertations is available online <www.londoncentre-hstm.ac.uk/thesis>

The due date is Wednesday 1 September 2010. Short-term extensions normally are not considered.

The dissertation length normally should fall within the range of 10,000–15,000 words, inclusive of footnotes and exclusive of bibliography.

Advice Session

The dissertation coordinator will organise an advice session toward the end of the second term. Students are encouraged to begin discussions about possible topics and supervisors well in advance of their return following the Easter break.

Supervision Agreement Form

The first formal step to the dissertation project is to complete the supervision agreement form. This is used to ensure all parties have agreed to certain roles and to register preliminary thesis titles. This form is available from the dissertation coordinator and online.

A supervisor is required. They must be a member of the London Centre. This is required to ensure comparability and clarity about the scale of the project. The main responsibilities of the supervisor is to assist the student with project management and to advise on criteria for

assessment.

Students are welcome to consult others in the course of their project, from within the London Centre or elsewhere; however, that assistance is discretionary. In unusual circumstances, a second supervisor may be officially designated. This requires approval of the principal supervisor and the dissertation coordinator.

The supervisor's signature on the supervision agreement form indicates they have approved the topic and have agreed supervise the student.

Research Process

Styles of research vary. Ultimately, it is the student's responsibility to manage their time, their research, and their use of the primary supervisor. The London Centre has no standard expectation for how the dissertation should be undertaken. However, students are strongly advised to consult their primary supervisor on a regular basis. Students should be frank about their progress and needs. They should anticipate difficulties. They should pay close attention to time management.

The dissertation should represent either original work or a novel analysis of existing literature. Use of primary sources is expected. An thorough and up-to-date knowledge of relevant secondary literature also is expected.

Supervisors may read drafts of dissertation material and draft sections; however, students need to provide adequate time for this process. Do not assume your supervisor will be free to read your thesis in the days before it is due. Plan ahead. Of course, your supervisor is not the only one who may advise you on your writing: peers, friends, family, and other experts. In general, other London Centre staff will not read your thesis drafts, as they have other primary commitments.

Reuse of Material

On occasion, students undertake dissertation research that follows from work in previous modules or degrees. Please be aware of policies regarding self-plagiarism. While students are encouraged to build on previous work, one piece of work cannot earn credit in two or more instances of assessment. For instance, an essay submitted in an options module must not be used as a chapter in a dissertation. Likewise, undergraduate work must not be reused as dissertation material.

As with all other coursework, dissertations are subject to policies on plagiarism and should follow standard professional conventions.

Questions and interpretations should be directed to the primary supervisor in the first instance.

Formatting and Structure

Consult the primary supervisor on the overall structure and particular formatting expectations. In general, journal articles within the profession can serve as models.

Pages must be numbered consecutively. Illustrations are welcome. A table of contents is helpful but not required. The text should be divided into chapters or sections.

A full bibliography, alphabetically arranged by author, must be supplied.

Citations in text can take many forms; for example, the (author date page) format. The particular choice rests with the student, though it must follow some professional convention or style guide. The most important rule for bibliographies and citations is to keep consistent. If in doubt, consult the supervisor.

Submission

The dissertation must be submitted before midnight on the due date. Submission means:

- receipt by the Turn-It-In system <submit.ac.uk>, or
- e-mail delivery to sts-copernicus@ucl.ac.uk

In addition, within a week of the due date, a printed and bound copy (a spiral binding is sufficient) must be submitted to the CHoSTM administrative office. This is used for archiving purposes.

As a courtesy, students might offer a copy to their supervisor and to anyone else offering substantial assistance.

Careers: PhD

Naturally, some MSc students want to continue their studies and pursue a PhD degree. All London Centre staff are available to discuss options and possible supervision. Past experience teaches us that students are well advised to begin those conversations during the first term of the MSc course. Students wishing to compete in funding competitions should identify relevant deadlines and work well in advance of those deadlines.

Entry to PhD programmes requires a high standard of achievement. Competition for funding is intense. Realistically, student not achieving marks consistently in the upper 60s or above have difficulty finding a place any of the London Centre's participating departments. Moreover, proposals for funding rarely are competitive without a solid distinction.

Although the London Centre is a unified MSc programme, PhD programmes are operated separately by participating departments. Applications must be directed to these. To register an interest in one of the London Centre's departments, student should contact the relevant PhD admissions tutor:

- PhD studies at WTCHOM
deadline 1 January 2010
Dr Helga Satzinger, Graduate Tutor
h.satzinger@ucl.ac.uk
- PhD studies at STS
contact Dr Jon Agar, Deputy Graduate Tutor
(jonathan.agar@ucl.ac.uk)
- PhD studies at CHoSTM
contact Dr Andrew Mendelsohn, PhD Tutor (a.mendelsohn@imperial.ac.uk).

PhD Funding Opportunities

Wellcome Trust studentship enquiries must be made by Christmas; the exact deadline for applications may be obtained from David Clayton (d.clayton@wellcome.ac.uk). It likely will be in early March 2010.

Students interested in doing a PhD at Imperial College in the History of Science or the History of Technology may be eligible to apply for a Hans Rausing scholarship. Details of this scholarship scheme are available at www.imperial.ac.uk/historyofscience/. General enquiries must be submitted to Andrew Mendelsohn by Christmas.

Students interested in doing a PhD at University College London (in any department including STS and WTCHOM) can apply for a UCL Graduate School Scholarship. For applications to study in the STS Department, UK/EU students must enquire about all scholarships by 1 February 2010, and overseas (non-EU) students must enquire about all scholarships by 1

January 2010. Further information can be obtained from Jon Agar or at www.ucl.ac.uk/scholarships/.

The London Centre, collectively, has recognition from the ESRC for “1+3” and “3” awards, with one quota award available each year; consult Brian Balmer for further details. UCL has AHRC quotas for PhD studentships in History and Philosophy; consult Jon Agar for further details.

The ORS (Overseas Research Studentship) competition is open to PhD students from overseas (outside the EU). Details for students wishing to study at Imperial College are posted on the notice boards, CHoSTM, level 2, Central Library, Imperial College London. Details for UCL are available on www.ucl.ac.uk/scholarships/. Prospective ORS applicants should submit their PhD application form as early as possible, as institutional closing dates for processing ORS applications are early.

For further information and advice, contact the Scholarships Office in Imperial College Registry (scholarships@imperial.ac.uk), or the UCL Graduate School (www.ucl.ac.uk/scholarships).

Academic Resources for Students

Library Facilities

There are many excellent libraries in London to which London Centre MSc students have access.

1. University College Library (www.ucl.ac.uk/library).
Note that there are two main branches of the UCL Library: the Main Library and the ('DMS Watson') Science Library. Most sources you need will be in the Science Library. Books and periodicals in general philosophy and other humanities and social sciences subjects are in the Main Library. Many sources are available online. Older sources generally need to be requested from the store via the Issue Desk in either library (allow one day for delivery); very old books and archival material can only be read in the Special Collections section, which is located at 140 Hampstead Road.
2. Science Museum/Imperial College Library (www.imperial.ac.uk/library).
Level 3 contains the main history of science, technology and medicine collection, and the Teaching Collection for history of science, technology and medicine. For your research, most of the older material will need to be requested from the store (ask staff on Level 3 about the procedure.) The Imperial College Archives are on the 4th floor of the Sherfield Building.
3. Wellcome Trust Library (library.wellcome.ac.uk).
This library, in the Wellcome building at 183 Euston Road, is one of the richest collections of primary and secondary sources on the history of medicine and allied subjects in the world. It is NOT a lending library, although MSc students can take out books and articles from the Student Loan Collection for prescribed periods. Photocopies can be requested within copyright restrictions. MSc students are strongly advised to register at the library as early as possible, to receive library information as well as a reader's ticket.
4. Senate House Library (www.ull.ac.uk).
This is the central library of the University of London, located near UCL in Malet Street. As students of UCL, you have full access to this library. Bring your UCL ID on your first visit to apply for a reader's card, which will be processed while you wait.
5. The British Library (www.bl.uk).
Particularly for your dissertation research, it may be worth the effort to get used to

using the British Library, located in Euston Road near St Pancras.

Open Access Computer Rooms

There are various computer clusters for student use at Imperial College and UCL, with standard software and full internet connections for students with valid userids and passwords.

- for IT services at Imperial
www3.imperial.ac.uk/students/itandonlineservices
- for IT services at UCL
www.ucl.ac.uk/is
www.ucl.ac.uk/is/clusters - a directory of open access computer rooms at UCL

Seminars and Conferences

In and around London there is an abundance of academic events, ranging from international conferences to departmental seminar series. Your tutors will alert you to special events, but there are also regular events that you should look into. These are great opportunities for meeting scholars visiting from other areas and getting a glimpse into the life of research. Some of the main series are the following:

- For various seminars at WTCHOM, see: <http://www.ucl.ac.uk/histmed/events>
- CHoSTM runs a seminar series at which research students present their work. For details see: www.ic.ac.uk/historyofscience
- STS Departmental Seminars are held at 5pm on Mondays. Topics covered range widely in history of science, philosophy of science, sociology of science, science communication and science policy. Details are available at www.ucl.ac.uk/sts/calendar.htm
- Science Museum, jointly with CHoSTM, hosts seminars in history of technology at the Science Museum.
- For those with philosophical interests, the Centre for Philosophy of Natural and Social Science (CPNSS) at the London School of Economics runs various series of seminars, occasionally in conjunction with our London Centre. There are also many distinguished visitors who stay for various lengths of time at CPNSS. See www.lse.ac.uk/collections/CPNSS/.

Support for Students

Key Contacts within the London Centre

Core Course Tutors and Coordinator

During the first term, your individual core course tutor is your first port of call; tutor assignments are listed in Appendix 2.

General issues about the structure and running of the core course should be directed to the core course coordinator. For 2009-10, this is Dr Joe Cain.

MSc Programme Tutor

Dr Jon Agar is programme tutor for 2009-10.

The programme tutor is responsible for monitoring and promoting the progress and welfare of all MSc students. Particular duties of the programme tutor include:

1. discussing student concerns and personal issues in confidence which, for whatever reason, students would prefer not to discuss with other tutors
2. attending to the needs of mature students, overseas students, part-time students, and students with disabilities
3. liaising with staff to resolve any difficulties experienced by students
4. chairing the Student-Staff Committee
5. organising workshops to provide general advice and training relevant to the academic and career aims of MSc students

Student-Staff Committee

It is appropriate and helpful to raise for discussion any non confidential issues about any aspect of the MSc programme at the termly meetings of the MSc student–staff committee, including:

1. structure and content of the courses
2. quality of teaching and supervision
3. libraries and other resources

One of the students present should volunteer to be the Secretary of this committee and record the minutes. The minutes should be distributed to all students and staff, and discussed at the MSc teaching committee meetings.

Convenor

Professor Hal Cook and Dr Emma Spary share the convenorship for 2009-11.

The Convenor has the authority to resolve disagreements and adjudicate appeals arising among staff and students in the MSc programme. Within the London Centre, the Convenor is the final port of call for any difficulties or disputes.

Administrators

On administrative matters it is probably more efficient to consult Lesley Harris (Imperial College), who has the overall administrative responsibility for the MSc programme; she is also the best person to liaise with the Imperial College Registry. For matters specific to the WTCHOM please contact Adam Wilkinson. For matters specific to STS please consult Helen Wickham.

Academic Staff

All academic staff of the London Centre will be happy to discuss any intellectual matters in which they have interest. In that regard you should not feel restricted to interacting with your Core Course tutor and the teachers of the particular options you take.

Note on Harassment

Students and staff are expected to behave toward each other in a considerate and helpful manner. In the event that you believe a member of staff or a fellow student has behaved toward you in a harassing or bullying manner, complaints should in the first instance be brought to the attention of the programme tutor and, if necessary, the convenor. Any formal complaints against staff should be lodged with the college of which the person is a member.

General Support through the Colleges

Counselling

For serious personal problems, support is available from the college counselling services.

Details on how to contact these services will be available from the programme tutor.

Student unions and services

The student unions at both UCL and Imperial College have a wide variety of facilities and offices to enhance student welfare. There are also facilities available at the University of London Union (ULU), located in Malet Street near UCL.

- Imperial College Union
www.imperialcollegeunion.org
- UCL Union
www.uclunion.org

At Imperial College, the Student Hub is based on level 3 of the Sherfield Building and brings together all the student services including Accommodation, Finance, Exams, Student Records, Bursaries and the International Office. If you are unable to visit in person you can email student.hub@imperial.ac.uk or visit the website at www.imperial.ac.uk/studenthub.

Assistance for Disabled Students

The London Centre welcomes students with disabilities (including dyslexia) and makes every effort to assist them in their MSc studies. Any disabled students experiencing difficulties should contact the MSc Programme Tutor but should also find the following contacts useful.

- Imperial College, Disabilities Officer: Mary Brown. Contact by phone from 9.00 to 16.00 Monday to Friday on 020 7594 8935, or e-mail disabilities@imperial.ac.uk. Information about services for students with disabilities can be found at this link: www3.imperial.ac.uk/disabilityadvisoryservice
- UCL Disability Co-ordinator: Marion Hingston Lamb, tel. +44 (0)20 7679 0100 (voice or typetalk) fax 020 7916 8530 or email disability@ucl.ac.uk.

International Students

The International Office at Imperial College provides a range of services to support students from overseas; more information can be found at this link: www3.imperial.ac.uk/international. UCL also has an International Office.

Communicating

Methods of Contact

E-mail

E-mail is often the quickest and most convenient way of communicating within the London Centre. An e-mail account at Imperial College will be set up for you automatically and will be issued to you immediately following the induction meeting. Get into the habit of checking your Imperial College e mail account frequently; otherwise you will miss out on important communications.

E-mails sent to your Imperial e-mail address will be deemed to be received; students will be responsible for information delivered in this fashion.

Students also receive a UCL e-mail address. Although London Centre communications will be sent to your Imperial address, you should check your UCL account at regular intervals, to make sure that you do not miss any announcements from UCL.

Moodle

The London Centre operates a virtual learning environment via UCL:

- moodle.ucl.ac.uk

Access requires your UCL information systems user id and password. Information posted here will be deemed to be received by all students.

Students are expected to use this service on a regular (weekly or daily) basis.

Contact Details

Please ensure Mrs Lesley Harris (CHoSTM) holds your up-to-date contact details. This should include your term time and permanent addresses, telephone numbers, and e-mail addresses.

Post

MSc students do not have postal privileges in the departments; however, post received at the London Centre will be placed in your pigeonhole at CHoSTM, level 2 of the Central Library Building at Imperial. Students who require announcements at home should discuss this with Lesley Harris.

Students sending material by post to London Centre staff should use the appropriate departmental postal address, in Appendix 1.

Appendix 1. London Centre Staff 2009-10

Staff in the London Centre are divided over three academic departments at two universities.

- STS. Department of Science and Technology Studies, UCL
- WTCHOM. Wellcome Trust Centre for the History of Medicine at UCL
- CHoSTM. Centre for the History of Science, Technology and Medicine, Imperial College London

Academic Staff

Agar, Jon	STS	jonathan.agar @ucl.ac.uk	MSc Programme Tutor Option Coordinator: Science, Governance and the Public
Ambrosio, Chiara	STS	c.ambrosio @ucl.ac.uk	Option Coordinator: Philosophy of Science
Balmer, Brian	STS	b.balmer @ucl.ac.uk	MSc Admissions Tutor Option Coordinator: Sociology of Science and Technology
Cain, Joe	STS	j.cain @ucl.ac.uk	Core Course Coordinator; Publicity Officer Option Coordinator: The Sciences in the Age of Industry, 1750–1920
Cook, Hal	WTCHOM	h.cook @ucl.ac.uk	Convenor of the London Centre (with Emma Spary)
Edgerton, David	CHoSTM	d.edgerton @imperial.ac.uk	Examinations Officer Option Coordinator: Science, Technology and Medicine in the Twentieth Century
Gregory, Andrew	STS	andrew.gregory @ucl.ac.uk	Option Coordinator: Science, Technology and Medicine in Antiquity
Gregory, Jane	STS	jane.gregory @ucl.ac.uk	
Jacyna, Stephen	WTCHOM	s.jacyna @ucl.ac.uk	MSc Admissions Tutor Option Coordinator: History of the Human Sciences
Maclehose, William	WTCHOM	w.maclehose @ucl.ac.uk	
Mendelsohn, Andrew	CHoSTM	a.mendelsohn @imperial.ac.uk	Option Coordinator: Ideas of Health and Sickness in Industrial Society
Petrunic,	STS	tba	

Jospia			
Satzinger, Helga	WTCHOM	h.satzinger@ucl.ac.uk	
Spary, Emma	WTCHOM	e.spary@ucl.ac.uk	Convenor of the London Centre (with Hal Cook)
Tarrant, Neil	CHoSTM	N.Tarrant@sussex.ac.uk	Option Coordinator: The Scientific Revolution
Warwick, Andrew	CHoSTM	a.warwick@imperial.ac.uk	
Woods, Abigail	CHoSTM	a.woods@imperial.ac.uk	MSc Admissions Tutor

Administrative Staff

Harris, Lesley	CHoSTM	lesley.harris@imperial.ac.uk	Main administrator of the London Centre MSc programme
Wickham, Helen	STS	h.wickham@ucl.ac.uk	Secretary of the London Centre
Wilkinson, Adam	WTCHOM	a.wilkinson@ucl.ac.uk	

Search for other directory via university directories:

- UCL: www.ucl.ac.uk/directory
- Imperial: www.imperial.ac.uk/collegedirectory

Centre for the History of Science, Technology and Medicine Level 2, Central Library Imperial College London South Kensington Campus London SW7 2AZ	Department of Science and Technology Studies University College London Gower Street London WC1E 6BT	Wellcome Trust Centre for the History of Medicine at UCL University College London Gower Street London WC1E 6BT
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Appendix 2. Core Course Tutor Assignments

Surname	First name	Core Course Tutor [to come]
CHARTIER	GAËLLE	
CHO	HYUN SOOK	
COXHEAD	MICHAEL	
CUEVAS GARCIA	CARLOS ADRIAN	
CUMBERS	HOLLY	
DAS	SAAMEENDRA	
GRAY	ELIZABETH	
HAINES	ELIZABETH	
HAMILTON	ALAN	
HAN	WOO SUP	
HIRST	DAVID	
MARDACANY	EMILE	
OSTOICH	PETER	
PAJOT	ROSEMARY	
PASKINS	MATTHEW	
RIETMANN	FELIX ERNST	
SHYNDRIAYEVA	GALINA	
STEINITZ (HEATHER)	LESLEY	
TUNSTALL	JOHN	
WARE	IAN	
WITTOONCHART	KON	
Part time year 1 (PT1)		
GARTHWAITE	MARTIN	
HASSAN SAYAD	MOHAMED GALAL	
KUZNETS	ALISON	
MAHON	ANNETTE	
MARSH	STEPHEN	
SHAW	ARTHUR	
Part time year 2 (PT2)		
Cobbold	Carolyn	Cain
Leem	Deborah	Spary
McLoughlin	David	Cain
Riley	Peter	Mendelsohn
Wilson	Jenny	Gregory

Appendix 3. Conduct in Exams

1. Conduct which breaches examination Regulations/Requirements/Instructions and which (i) is likely to give an unfair advantage to the candidate and/or (ii) affects the security of examinations, whether written, oral, practical or coursework, shall be reported to the Academic Registrar and dealt with in accordance with the procedures and regulations that can be found on the Imperial College website at: https://www.imperial.ac.uk/registry/publications/proced_regs/exam_offence.pdf
2. Such conduct includes but is not restricted to:
 - (a) deliberate introduction into the examination room of any materials other than those permitted for that examination;
 - (b) deliberate removal of an examination script, any part of an examination script or blank examination stationery from the examination room except by a person with designated authority to do so;
 - (c) any attempt to confer with or gain access to the script of any other candidate during the period of the examination; or to collaborate in or gain access to the assessed coursework of any other candidate, unless authorised to do so;
 - (d) any attempt to tamper with examination scripts or coursework after they have been relinquished by candidates;
 - (e) any unauthorised study and/or unsupervised absence of a candidate from the examination room during the period of the examination;
 - (f) impersonation or attempted impersonation of a candidate;
 - (g) incidences of plagiarism, which is defined as the presentation of another person's thoughts or words or work as though they were a student's own, except narrowly circumscribed incidences specified in the regulations.
 - (h) other conduct likely to give an unfair advantage to the candidate.

Appendix 4. Warning on Plagiarism

Plagiarism is defined as the presentation of another person's ideas or works as if they were your own. Any quotation from published or unpublished works must be clearly marked as such by being placed inside quotation marks (or otherwise identified), and the source should be identified using appropriate scholarly apparatus. A series of short quotations from several different sources, if not clearly identified as such, constitutes plagiarism just as much as does a single unacknowledged longer quotation from a single source. Equally, if someone summarises another person's ideas or judgements the relevant reference to that person's work must be made.

Recourse to the services of 'ghost-writing' agencies or outside word-processing agencies which offer correction /improvements of English is strictly forbidden, and students who make use of the services of such agencies render themselves liable for an academic penalty. Any material taken from the internet must be treated in the same way as that taken from printed books and articles. The web site must be clearly identified (together with a more precise reference to any quotation) and must appear in the bibliography. It is forbidden for students to work together, in groups or pairs, when writing essays. Any work offered as part of the assessment process must represent the student's own personal efforts and views.

There are also conditions under which a student might be deemed to have plagiarised his or her own work. Students should not draw upon work prepared for previous courses (or for other purposes) in preparing essays and the dissertation. The work offered for this programme should also show an appropriate breadth. Although students are encouraged to pursue their own research interests as far as is possible, they may be penalised if they write more than one essay on a specific topic or theme. It is required that students check each essay topic with the relevant member of staff, and advise that member of staff if there is likely to be any overlap with other assessed work. If it comes to light at the end of the course that a student has written two or more pieces of work on similar topics or themes, the student may be penalised.

Any student found guilty of plagiarism will be penalised. The college regulations require us to treat cases of plagiarism extremely seriously and to report them to the college authorities. The penalties are severe and, in extreme cases, can entail the student being expelled.

Appendix 5. Imperial College Regulations for Students

1. All registered students of the College are subject to the provisions of these Regulations for Students, the College Academic Regulations, the Regulations of the University of London as appropriate and such other Regulations and Instructions for Students as the College may from time to time approve.
2. Any student whose sessional fees or whose residence charges* have not been paid in full will not be allowed to proceed to the next year of the course and will be required to withdraw from the College. If any fees or charges are still unpaid at the time when a student enters for the last examination necessary to qualify for the award of a degree/diploma, the award will not be conferred and no certificate in respect of the award will be issued until the debt has been paid in full.
3. Any student wishing to occupy residential accommodation provided by, or on behalf of, Imperial College will be required to abide by the terms and conditions of the Licence. Acceptance of an offer of accommodation will signify acceptance of such terms and conditions.
4. Every registered student of the College is automatically a member of Imperial College Union unless, under the provisions of the Education Act 1994, a student has formally opted out of student union membership by recording that decision with the Academic Registrar in the manner prescribed.
5. Student disciplinary offences of a non academic nature are dealt with under a code of procedure agreed by Imperial College Union and approved by the Governing Body. In the case of serious offences, this may involve the suspension and/or expulsion of the student from the College. Students must not engage in any conduct which causes harm or unreasonable disturbance to students, staff, neighbours or visitors to the College, or damage to any property of the College or its students, staff, neighbours or visitors, or engage in any activity or behaviour which is likely to bring the College into disrepute. Illegal acts on or near College may also constitute offences under these College Regulations for students.
6. Candidates for the PhD or MPhil degrees are required by the University regulations to give conditional authority for their thesis or dissertation to be made available for public reference. Candidates who wish to retain personally, for a limited period, the sole right to grant permission to consult, borrow or copy their work must obtain the agreement of their supervisor and the appropriate College Graduate School Committee. Approval will be given only in special circumstances and for a period not exceeding two years. Acceptance of a place as a research student at the College is deemed to imply acceptance of these conditions.
7. Undergraduates must inform their Senior Tutor and postgraduates their Postgraduate Tutor if they are absent from College for more than three days during term. If the absence is due to illness a medical certificate must be produced after seven days. If an examination is missed on account of illness a medical certificate must be produced immediately.
8. A student who contracts an infectious or contagious disease may be required to present a medical certificate acceptable to the College Health Service, indicating freedom from infection, before resuming attendance at the College.
9. The College may require a student to be assessed by the College Health Service, or other appropriate medical practitioner approved by the Health Service, if there is reason to believe that the student's state of health makes him/her unable to pursue his/her studies, or causes disruption to other members of the College, or causes or has the potential to cause harm to him/herself or others. If the medical assessment confirms that it is not in the interests of the student or the College that the student should continue his/her programme of study the Head of Department shall consult the College Tutors and, taking into account their advice, may suspend the student until he/she is fit to continue his/her studies or require the student to withdraw from the College. A student who refuses to undergo assessment may be suspended until such time as a medical practitioner acceptable both to the student and the College has assessed the student and confirmed in writing that the student is fit to resume study. A student who is required to withdraw has the right to appeal against the withdrawal decision but not against the results of the medical assessment on which the decision is based. The student may, however, request that a second medical assessment be obtained from a medical practitioner approved by the College Health Service. The responsibility for hearing and deciding upon appeals is vested in the Senate and is delegated by the Senate to Appeal Committees, whose decisions are final. A student who

is suspended will be regarded as having taken an interruption of studies, and will be required to provide medical evidence as to fitness to return to study in accordance with the conditions attached to the granting of interruption of studies.

10. No work involving ionising radiation may be carried out in any part of the College except in accordance with the current edition of the Imperial College Local Rules for Safe Working Practices with Ionising Radiation (Second Edition Spring 1991).

11. Students who make use of University or College Computing facilities are required to familiarise themselves with and to abide by the current edition of the Imperial College Information Systems Security Policy and Codes of Practice and Guidelines.

12. Computer misuse will be regarded as a serious offence and will be dealt with under the College Disciplinary Procedure or, where appropriate, under the provisions of the Computer Misuse Act 1990.

13. Students who are authorised, as part of their studies, to make use of 'data' and 'personal data' as defined under the Data Protection Act 1998 are required to familiarise themselves with, and to observe the provisions of, the Act. Further details are available from the College Data Protection Officer.

14. All students must familiarise themselves and comply with the College Policy on Student Derived Intellectual Policy Rights.

15. Students must notify the Academic Registrar of any change in their home or lodgings address.

Appendix 6: Advice on Literature Searches

The appendix provides advice on literature searches in history and philosophy of science, medicine and technology. It was written by Professor Hasok Chang.

Some of the information given on electronic access methods given below are only applicable to the library and computer systems at UCL.

Getting Started

If there are topics you would like to explore but have little idea where to start, try the following:

- *The Dictionary of Scientific Biography (DSB)*, ed. by Charles Gillispie, gives extensive summaries on the life and work of important scientists, with a bibliography on each entry.
- *The Oxford Companion to the History of Modern Science*, ed. by J. L. Heilbron, is a one-volume dictionary giving brief introductions to key concepts, themes and persons, with a short bibliography on each entry; it covers the period from 1550 onward.
- *Dictionary of the History of Science*, ed. by W. F. Bynum, E. J. Browne and Roy Porter, is a similar resource; it is shorter than the *Oxford Companion*, but covers all periods.
- *The Oxford Companion to Philosophy* is a similar one-volume dictionary covering all areas of philosophy including philosophy of science.
- *The Routledge Encyclopedia of Philosophy* is a multi-volume resource giving extensive summaries on key concepts and philosophers with a good bibliography on each; it can be found in the philosophy section of the UCL Main Library, and it is also available electronically via the "ELIB" service (look under "Programmes" in the pull-out menu displayed by clicking on the "Start" button after you log into your UCL account). A similar function is served by the online *Stanford Encyclopedia of Philosophy*, which can be accessed freely at plato.stanford.edu

If you would like longer introductions and bibliographies to some topical themes, see:

- *Companion Encyclopedia of the History of Medicine*, ed. by W. F. Bynum and Roy Porter, 2 vols.
- *Companion to the History of Modern Science*, ed. by R. C. Olby et al.
- *The Cambridge History of Science*, ed. by David C. Lindberg and Ronald L. Numbers, in 8 volumes reaching from *Ancient Science* to *Modern Science in National and International Context*.
- *Osiris*, in 2 series.
- *Handbook of Science and Technology Studies*, ed. by Sheila Jasanoff, et al.
- *A Companion to the Philosophy of Science*, ed. by W. H. Newton-Smith (part of the Blackwell Companions to Philosophy series).

The Fontana history of science series provides book-length introductions by scientific subject area, with extensive bibliographies:

- *The Fontana History of Technology* by Donald Cardwell
- *The Fontana History of Astronomy and Cosmology*, by John North

- *The Fontana History of Chemistry*, by William H. Brock
- *The Fontana History of the Environmental Science*, by Peter J. Bowler
- *The Fontana History of the Human Sciences*, by Roger Smith
- *The Fontana History of the Mathematical Sciences*, by Ivor Grattan-Guinness
- *Servants of Nature: A History of Scientific Institutions, Enterprises and Sensibilities*, by Lewis Pyenson and Susan Sheets-Pyenson

A similar function is served by the monographs in the Cambridge History of Science Series.

If you are researching in recent periods, the following might be useful:

- John Krige and Dominique Pestre, eds., *Science in the 20th century*
- Roger Cooter and John Pickstone, eds., *Medicine in the 20th century*

Doing Further Searches

Use various library catalogues, making author, title, keyword searches. But this will generally only pull up books, not articles.

For finding articles as well as books, you need to use various databases, in which you can make author and keyword searches:

The "Eureka" database on the History of Science, Technology and Medicine is probably the most convenient one-stop shop for our subjects. It incorporates the Isis Current Bibliography of the History of Science, the Current Bibliography in the History of Technology (Technology and Culture), the Bibliografia Italiana di Storia della Scienza, and Wellcome Bibliography for the History of Medicine, covering the period from 1975 to the present. It can be accessed at UCL by logging onto the library web page (www.ucl.ac.uk/library) and then following links to Databases, then Science and technology databases, then to History of science, technology and medicine.

The *Isis Cumulative Bibliography*, in book form, goes back to earlier times.

The Wellcome Bibliography for the History of Medicine (formerly, Current Work in the History of Medicine) is also available at the Wellcome Library, or on library.wellcome.ac.uk/resources/cw.shtml.

The Philosopher's Index serves a similar function for philosophy. This can also be accessed via the UCL library website under Arts and humanities databases.

The Dissertation Abstracts database can be accessed via WebSPIRS.

The Science Citation Index, and its two companion indexes covering the social sciences and the humanities, can be used for similar purposes for a broad range of subjects (although its main function is to trace citations). To access these databases, you need to have an "Athens" account, about which you can enquire at the library.

For history of medicine, the U.S. "Surgeon General's Catalogue" (*Index-catalogue of the Library of the Surgeon General's Office*) may be useful.

Depending on the subject you are trying to research, there may be a relevant specialist bibliography. To take an extreme example, Ron Moshe's *Bibliotheca Tinctoria: Annotated Catalogue of the Sidney M. Edelstein Collection in the History of Bleaching, Dyeing, Finishing and Spot Removing* will tell you more than you will ever want to know about what has been written on that subject.

Also recall that standard biographies of scientists are often very good sources of references as well as information. Very conveniently, in the STS section of the Science Museum Library (third floor), the biographies are all collected in one location (shelfmark 92 ***, "****" being the

first three letters of the subject's surname).

Very often the old-fashioned techniques are more effective than the databases:

Use bibliographies in books and articles

Browse at shelves, and in journal issues and edited volumes

Finding Sources Already Identified

COPAC (www.copac.ac.uk) is an integrated catalogue of 24 UK university libraries (including UCL, Imperial College, and Senate House) and the British Library. Searching on COPAC often saves valuable time and effort when you are not sure which library would have what you are looking for.

Even more broadly, you can have access to other universities' library catalogues and much more through the HERO (Higher Education and Research Opportunities in the UK) website: www.hero.ac.uk/uk/niss/niss_library4008.cfm.

Recent issues of most journals are available in electronic form. In many cases older numbers are available as well, through the JSTOR service (these include *Isis*, *Philosophy of Science*, and most incredibly, the entire run of the *Philosophical Transactions of the Royal Society*). In JSTOR you can also do very convenient searches. To access electronic journals, go to the UCL library home page (as above), and connect to "Electronic Journals". For off-campus access to electronic journals, consult the library.

Identifying and Obtaining Primary Sources

The Royal Society *Catalogue of Scientific Papers* gives an exhaustive listing of papers published by any scientific author. The first series covers 1800-1863, and subsequent series come up to 1900. There is also a subject index covering the whole period.

Poggendorff's *Biographisch-Literarisches Handwörterbuch zur Geschichte der Exakten Wissenschaften* does a similar job for the physical sciences, and extends into earlier periods; it also provides brief biographical information. It is in German, but the titles of publications are given in the original languages.

There are specialist bibliographies covering particular subjects, for example, William A. Cole, *Chemical Literature 1700-1860: A Bibliography with Annotations, Detailed Descriptions, Comparisons and Locations*.

For many important scientists, there are collected works and published correspondence.

It may be helpful to make a general survey of selected periodicals in the relevant field and time period (some have indexes).

Gallica (gallica.bnf.fr), the website operated by the French Bibliothèque Nationale, gives you on-line full-text access to an impressive amount of primary sources.

For finding archival sources, seek advice from Anne Barrett, chief archivist at Imperial College.

At the British Library there is an extensive newspaper collection.

Other Reference Works

The (UK) *Dictionary of National Biography (DNB)*, the *Dictionary of American Biography*, and other similar national biographies, available electronically via the "ELIB" service under "Programmes" when you log into your UCL account

The Oxford English Dictionary (OED), also available via ELIB

Earlier editions of the *Encyclopaedia Britannica* (and other similar encyclopaedias)

[end]