M.St. IN CHINESE STUDIES

If you hold a good honours degree in Chinese language, with a good knowledge of Classical Chinese, you will find here an opportunity to develop the skills you need for research on pre-modern and early 20th-century China.

On this course, you will get:

- Teaching by specialists in small groups, with plenty of individual attention
- More advanced training in Classical Chinese text-reading and translation skills
- A basic course in modern Japanese for sinologists
- Researched dissertation, with individual supervision
- An introduction to sinological research techniques

FAQs about the M.St. in Chinese Studies at the University of Oxford

Q: Who is this Master’s course for?

Among the many students who take up Chinese Studies in their undergraduate years there are always some who want to take their interest a step further, and possibly even move on to doctoral research. But in this field undergraduate studies never quite bring a student to a point where independent work becomes possible. Further training is required, and it needs to be intensive and technical. This course aims to meet that need, and over the years it has brought several generations of students to the threshold of successful doctoral thesis work. They have come from varied backgrounds and different parts of the world – not only Britain, but also Canada, USA, continental Europe, China, Taiwan, Hong Kong, Japan. One great benefit of the course is that it brings together students from all those different backgrounds so that they stimulate and enrich one another’s work. It is designed to stand independently as a one-year qualification that can lead to further study elsewhere. It also provides the standard training required by graduate students here in Oxford aiming at a thesis degree in pre-modern and early 20th-century Chinese Studies.

If your interest is in history and the humanities, then this could be the right course for you. But if, already armed with a knowledge of Chinese language, you may want to study modern China in a social science discipline (politics, economics, social anthropology, etc.), it would be best to choose one of Oxford's Master-level degrees in the discipline of your choice. For students with no previous knowledge of Chinese we offer the M.Phil. in Modern Chinese Studies in either the social sciences or the humanities. Those who want to specialize in modern Chinese literature or film can do so through the MSt in Oriental Studies.

Q: What will I learn?

This is a tough course. If you are admitted, you will have just one year in which to
complete quite a stiff set of requirements. You will work closely with certain members of Oxford’s internationally renowned team of specialist tutors in Chinese Studies, and they will help you tailor your Master’s degree to suit your needs and interests. It will involve:

- **Prescribed Texts.** This involves close directed reading of selected texts which bear on your area of special interest. The selection will be carefully worked out during the first term of the course, and will balance your particular needs with those of other students working in similar areas.

- **Language coursework.** Based upon your supervisor’s assessment of your abilities and the linguistic needs of your research, you will choose *one of the following options*:
  
  - Intermediate Classical Chinese. If your classical Chinese is not yet up to the level required for your project, your supervisor may recommend that choose this option. You will attend the advanced classical Chinese classes in the Institute, and work with your supervisor on improving your ability to read texts in your field.
  
  - A basic course in another Asian language related to your research. While the time is obviously too short to do justice to these languages, you will focus on mastering the basic script and grammar, working on texts that are linked to your field of specialization.

- **An introduction to Sinology.** This course covers the state of the field in different time periods and topics and also introduces various philological, analytical and bibliographical tools. The aim here is not so much to transmit information as to lead students away from a dependent, passive approach towards a questioning and free-standing research style.

- **A 15,000-word (max.) dissertation on an approved topic of your choice.** Time is short and length is restricted, but this part of the course will still aim to bring out your powers of exposition and analysis, and you will document your work according to professional standards.

This will be an intensive experience, but potentially a valuable one. It can fundamentally refocus your approach to the subject and give you the means to go on to serious research.

**Q: What else does Oxford offer for postgraduates studying Chinese?**

You will enjoy the benefit of one of the best research collections of Chinese books in Europe. Apart from its early holdings of Chinese books from the 16th to 19th centuries, the Bodleian Library has over the last fifty years built up a systematic collection of monographs and periodicals. It has made a point of acquiring many large reprint series of gazetteers, government documents, maps and other material. It has an important collection of early 20th-century newspapers.
You will be among students who one day will form part of the next generation of China scholars around the world. Two activities will bring you into direct working contact with them. A Classical Chinese reading group meets every week in Full Term, and this gives a chance to each student in turn to share the reading of a difficult text with the rest of the group. The Institute for Chinese Studies also organizes its own weekly seminar, at which speakers include visiting international scholars, members of the Oxford academic staff, and graduate students. The talks are given in English or Chinese, and discussions are always critical and lively. Other graduate seminar groups with more specialized focus, for instance modern history or art and archaeology, also meet regularly.

Teaching and research staff based in the Institute of Chinese

This alphabetical list gives Faculty and College affiliations, together with brief details of research interests. Also email addresses and office phone numbers.

Dr Robert L. CHARD, Lecturer in Classical Chinese
Oriental Studies; St Anne’s College
History and religion of early imperial China
robert.chard@orinst.ox.ac.uk  (2)80392

Dr Peter DITMANSON, Departmental Lecturer
Oriental Studies
Chinese intellectual and cultural history, 13th-20th centuries.
peter.ditmanson@orinst.ox.ac.uk  (2)80774

Ms. Jing FANG, Instructor in Modern Chinese
Oriental Studies
jing.fang@chinese.ox.ac.uk  (2)80461

Professor Barend J. ter HAAR, Shaw Chair. Oriental Studies; University College
Cultural and religious history; ethnic identity; violence and fear; social organization.
barend.terhaar@orinst.ox.ac.uk  (2) 80394

Professor Henrietta HARRISON, University Lecturer in Modern History. Oriental Studies; St Cross College
Social and cultural history of China from the Qing through to the present; local history; religion and the experience of revolution.
henrietta.harrison@orinst.ox.ac.uk  (2) 80386

Dr Margaret HILLENBRAND, Lecturer in Modern Chinese (On leave in Michaelmas 2013 and Hilary 2014)
Oriental Studies; Wadham College
Modern literature and film
margaret.hillenbrand@orinst.ox.ac.uk  (2)80390
Dr Dirk MEYER, Lecturer in Chinese Philosophy (On leave in Michaelmas 2013)
Oriental Studies; The Queen’s College
Chinese Philosophy; orality and literacy in early Chinese philosophical discourse;
evacuated manuscripts; phonology and palaeography
dirk.meyer@orinst.ox.ac.uk (2)80460

Dr Laura J. NEWBY, Lecturer in Chinese (On leave in Trinity 2014)
Oriental Studies; St Hilda’s College
Late imperial history of China; borderlands and non-Han peoples; Manchu
laura.newby@orinst.ox.ac.uk (2)80391

Ms Yang SONG, Shaw Instructor in Chinese
Oriental Studies
Linguistic studies of modern Chinese; Chinese as a second language
yang.song@chinese.ox.ac.uk (2)80395

Mrs Shelagh VAINKER, Lecturer in Chinese Art (part-time); Curator of Chinese Art
Department of Eastern Art, Ashmolean Museum; St Hugh’s College
Early Chinese art; Chinese ceramics
shelagh.vainker@ashmus.ox.ac.uk (2)78070

The Institute for Chinese Studies,
Walton Street,
Oxford,
OX1 2HG

As a student for the M.St. in Chinese Studies you will find that nearly all the lectures
and classes you attend are organized and conducted at the University’s Institute for
Chinese Studies. (Unlike undergraduates, you will receive no college teaching.)

The Institute is a cross-disciplinary centre for everyone in the University whose
teaching, research or study is focused on China. This means that members of several
faculties have their offices and use the teaching rooms in the Institute. From your point
of view it means too that, although the Faculty of Oriental Studies is formally
responsible for your course of study, you have plenty of scope to meet scholars in
various disciplines under the University’s Humanities, Social Sciences and Life &
Environmental Sciences Divisions.

Apart from its four seminar rooms and its Library, the Institute houses a Centre for
Teaching Chinese as a Foreign Language.

There is an 18-desk language lab fitted with audio and video facilities, and also with
equipment designed for computer-assisted study. Satellite broadcasts relayed from
China/Hong Kong and Taiwan are received overnight and recorded in the lab for use in
teaching. Although mostly language classes take place in this language lab, at certain
times in the week its facilities are available for private study and for watching the pre-
recorded overnight news broadcast from China. IT facilities are available to graduate
students in a dedicated computer room.
The common-room is open to students and staff throughout the Institute’s opening hours. Drinks and biscuits are on sale between 10.30 and 11.30. Cycle racks are available for use next to the car park at the back of the Institute. Please use these. No bikes are allowed on the pavement of Walton Street, or in the entrance passage to the car park.

**Regulations**

1. Candidates must either have taken a degree in Chinese in the Honour School of Oriental Studies at Oxford or a comparable degree from another university, or must satisfy the board that they possess the necessary qualifications in the Chinese language to profit by the course.

2. Every candidate must follow for at least three terms a course of instruction in Chinese Studies. Candidates will, when they enter for the examination, be required to produce from their society a certificate that they are doing so.

3. **Syllabus**

   I. Prescribed texts, with special reference to a subject approved by the board. Texts will be announced by the board in the seventh week of Michaelmas Full Term preceding the examination.

   II. *either* Classical Chinese unprepared translation *or* another approved Asian language

   Candidates may choose another language only if the Board is satisfied that they possess a good knowledge of Classical Chinese. Candidates who have taken Chinese in the Honour School of Oriental Studies at Oxford are required to take another language.

   III. Bibliography and techniques of Sinology, with special reference to the subject chosen in Paper I.

   Exercises will be set at the conclusion of the two papers (I and II) taken in the Examination Schools. Each candidate will be assigned one or more exercises set on a topic directly relating to the course of instruction he/she has followed, and will be required to submit a written answer to the chairman of examiners by a date which the chairman will announce, but which shall, in any case, be not sooner than two days and not later than seven days from the date of the examination.

   IV. A dissertation of not more than 15,000 words on a topic approved by the board at its second meeting in Michaelmas Term. The dissertation must be sent to the chairman of examiners, c/o Clerk of the Schools, Examination Schools, High Street, Oxford, not later than noon on Friday of the fourth week of Trinity Full Term.
Every candidate will be examined viva voce unless he shall have been individually excused by the examiners.

The examiners may award a distinction for excellence in the whole examination.

Libraries

Oxford is well equipped for research and study on China, but its library facilities are dispersed over several sites and you will need to learn how to find your way to the books and periodicals you need. All the university’s collections with holdings in Chinese are administratively part of the Bodleian Library system. This means that you need your University ID card to gain access to all of them, although some will require you also to register separately for purposes of borrowing, and some operate an independent card-access system. Each library mentioned below has its own detailed regulations and information sheets.

Certain college libraries (e.g. St Anne’s, Wadham, St Hilda’s, Pembroke) have useful collections of books on China, including dictionaries, for use by students at those colleges.

Oxford’s libraries have a well developed on-line union catalogue known as SOLO, through which you can look up publications in various languages, including Chinese and Japanese. Library catalogues are available to readers on terminals in all the libraries mentioned below. Many other bibliographical and internet facilities are also available through the library terminals.

Most of the time you will find what you need in the Institute for Chinese Studies Library, in the basement of the Institute. Although its foundation collection contains valuable research material on pre-modern China, the policy for some years has been to develop this library as a lending collection for undergraduates and first-year graduate students. Apart from selected academic journals it also provides current newspapers from China, Hong Kong and Taiwan in printed or on-line versions.

The Eastern Art Department in the Sackler Library has a specialized library which includes a collection on Chinese art.

It is possible, even likely, that your dissertation work will lead you into other libraries for specialized material or particular periodicals. Your supervisor will guide you in this.

Michaelmas 2013
THE PRO-FORMA FACULTIES STATEMENT OF SAFETY ORGANISATION

The pro-forma is intended to reflect the needs of the larger and more complex faculties. Smaller faculties with simpler managerial structures may wish to compose a simpler document, but if faculties choose not to use, or wish to modify, the pro-forma their statement must

(a) clearly define the faculties (or area) to which it applies

(b) clearly define those persons with executive authority to enforce the Health and Safety Policy and those with overall or specific advisory responsibilities to the faculty board chairs

(c) describe how staff in the faculties can contact their trade union safety representative

(d) be reviewed annually and updated when necessary

(e) be brought to the attention of all employees by the most effective means (e.g. at induction sessions; or by email distribution)

(f) be issued, signed and dated by the faculty board chairs.

The statement should also identify any special risks in the Faculty and their associated control measures.

1. THE PREAMBLE

(g) This must clearly identify the faculties units. From time to time, faculties may have safety responsibilities for those working away from the University. The extent of such responsibilities and the arrangements to cover them should be described.

Some faculties may wish to have separate statements for Faculty units, particularly if they are housed in separate buildings. In such cases the statements should cross-reference each other. Faculties in multiple occupancy buildings may wish to draw up a common policy, which must then be signed by all the Faculty Board chairs and heads involved. In all cases the lines of responsibility back to the Faculty Board Chairs must be clearly defined.

2. EXECUTIVE RESPONSIBILITY FOR SAFETY (SECTION 1)

Responsibility for safety in a faculty is a managerial function. The Faculty board chair may decide not to delegate functions indicated in the pro-forma, or may add to or restrict them, but the degree of delegation must be indicated and the individual to whom the Faculty board chair is delegating duties must clearly understand both their nature and extent. Those individuals must be named and not referred to by title alone. The head must ensure that the individuals have the necessary authority to undertake the role and that they are given appropriate training.

Those in day-to-day charge of staff, students, and visitors are expected to control all associated safety matters.
3. ADVISORY RESPONSIBILITY FOR SAFETY (SECTION 2)

It is not always essential for Faculty Board Chair to appoint a Faculty Safety Officer (DSO) and in small Faculties without significant risks this may create unnecessary work. However, in a large Faculties or where complex processes are involved the Faculty board chair should be able to take advice from someone independent of executive responsibilities that can present an informed and unbiased view.

The Faculty Board Chair should not normally delegate executive responsibility to this person, for this is an advisory role, but sometimes they may necessarily have executive functions and these must be identified. The statement should distinguish between those who have an overall advisory function, outside of any areas for which they have executive responsibility, and those who are fulfilling a purely executive role.

The DSO should normally be responsible for co-ordinating any advice given by other specialist advisors.

4. TRADES UNIONS (SECTION 4)

The pro-forma's reference to University Policy Statement S2/04 describes the arrangements for consulting with the recognised trade unions. Faculties may wish to add information they hold about any local trade union safety representation.

5. SPECIFIC SIGNIFICANT RISKS (SECTION 6)

The statement should include a brief indication of significant risks in the Faculties and their location, together with any local written safety arrangements.
STATEMENT OF HEALTH AND SAFETY ORGANISATION FOR THE FACULTY OF ORIENTAL STUDIES.

As Faculty Board Chair of the Faculty of Oriental Studies, I am responsible for ensuring compliance with University Health and Safety Policy. My responsibilities are set out in the Annexe and I have delegated some of these responsibilities to others, as set out in Section 1.

1. EXECUTIVE RESPONSIBILITY FOR SAFETY

Every employee with a supervisory role is responsible for ensuring the health and safety of staff, students, and other persons within their area of responsibility; and of anyone else (e.g. contractors and other visitors) who might be affected by their work activities. In particular, the responsibilities listed in the Annexe are delegated to supervisors for areas under their control.

As it is my duty to ensure adherence to the University's Health and Safety Policy, I instruct every employee with a supervisory role and the Faculty Safety Officer and Area Safety Officer to report to me any breach of the Policy.

All those with executive responsibility should notify me and the Faculty Safety Officer, Thomas Hall, and the Area Safety Officer, Louise Mireh, of any planned, new, or newly identified significant hazards in their areas and also of the control measures needed to avert any risks identified.

Where supervisors or others in charge of areas or with specific duties are to be absent for significant periods, adequate substitution must be made in writing to me and such employees and other persons as are affected. Deputising arrangements must be in accordance with University Policy.

The following employees have executive responsibility throughout the Faculty for ensuring compliance with the relevant part of University Safety Policy:

The Administrator, Thomas Hall, is responsible for making arrangements for visitors, including contractors, and for ensuring the necessary risk assessments have been made.

In the following areas of the Faculty, the persons named below have executive authority for safety:

Administrator and Faculty Board Secretary, Thomas Hall, is responsible for safety in:

Oriental Institute, Pusey Lane

The Khalili Research Centre, 2-4 St John's Street (Administrator: Patricia Davies)

Institute for Chinese Studies, Walton Street (Administrator: Rosanna Gosi)

Griffith Institute, Sackler Library, St John’s Street (Administrator: Catherine Warsi in conjunction with the Curators of the Sackler Library)

Building Administrators report in the first instance to Trudi Pinkerton.

Day-to-day responsibility is delegated to the Deputy Safety Officer, Trudi Pinkerton, Oriental Institute.
The facilities management team, Liliane Morton, Allen Miles, Claudia Crucioli, are, either directly or through delegation, responsible for the Reception and Common Room areas in the Oriental Institute. This team, under the direction of Trudi Pinkerton, is also responsible for event safety management throughout the year.

2. ADVISORY RESPONSIBILITY FOR SAFETY

I have appointed those listed below to advise me on matters of health and safety within the Faculty. If any member of the Department does not take their advice, they should inform me. If they discover danger that requires immediate action, they are authorised to take the necessary action and inform me subsequently.

Deputy safety officer (DSO)

Trudi Pinkerton is responsible for

- advising me on the measures needed to carry out the work of the Faculty without risks to health and safety
- coordinating any safety advice given in the Faculty by specialist advisors and the University Safety Office
- monitoring health and safety within the Faculty and reporting any breaches of the Health and Safety Policy to me
- Informing me and the Director of the University Safety Office if any significant new hazards are to be introduced to the Department.

The DSO's duties are described in University Policy Statement S1/01

To assist in this work, the Faculty has the following specialist advisors:

Area Safety Officer (ASO)

Louise Mireh has been appointed to support the DSO in her administrative, monitoring, and advisory role.

Faculty Fire Officer

Thomas Hall is responsible for advising the DSO on all matters relating to fire precautions and fire prevention in compliance with University Health and Safety Policy.
Faculty Safety Advisory Committee

The Faculty holds a staff meeting every term and Health and safety items are sectioned on the agenda. In addition, health and safety matters are also a fixed item on the agenda of the Curators Committee which meets twice a term.

In addition to the above arrangements, the Humanities Divisional Health and Safety Committee, meets once a term and whose functions are set out in University Policy Statement S2/0. The Committee is comprised of the following:

Deputy Safety Officer for Oriental Studies, Trudi Pinkerton, all Divisional Deputy Safety Officers, Area Safety Officer, Louise Mireh, and Humanities Divisional Secretary, Lynne Hirsch.

The Committee’s terms of reference are:

- Attendance & apologies
- Minutes of previous meeting
- Matters arising
- New items
  - New University Policies
  - New Memoranda
  - New code of practices
- Accident/injury and near miss statistics and reports
- New statement of safety updates and gaps identified
- Training: recommendations, new and on-going
- Any other business (AOB)
- Date of next meeting

3. OTHER SAFETY FUNCTIONS

First Aid

The following persons are responsible for First Aid:

Liliane Morton (Receptionist, Oriental Institute. T: 78200) is a trained First Aider. Allen Miles (Facilities Assistant. T: 07768 933436) is the appointed person.

Rosanna Gosi (Administrator, Chinese Institute. Room 101. T: 80387) is a trained First Aider, and Trevor Langrish (Librarian, Chinese Institute. T: 80434 is the appointed person.

At 41 Wellington Square, Silvia Siret (Administrative Officer Modern Languages T: 70750) is a trained First Aider.

First Aid facilities are located as follows:

Oriental Institute: Kitchen, Lodge, and Faculty Office.

Chinese Institute: Foyer

Khalili Research Centre: Kitchen

Griffith Institute: Administrator’s Office, Archive Office, Director’s Office.
Accident and incident reporting

Liliane Morton and Trudi Pinkerton are responsible for keeping the Faculty accident/incident report forms and for ensuring accidents are reported promptly to the University Safety Office. Accident report forms are kept in the Lodge, Oriental Institute, Administrators in other Faculty buildings also report accidents/incidents in their buildings to Liliane Morton and Trudi Pinkerton.

Display Screen Assessors

I have appointed the following people as Display Screen Assessors, and the number is sufficient to ensure no one has to assess more than 50 persons.

Louise Mireh (Humanities, T: 70102)

Manual Handling Assessors

I have appointed the following people as Manual Handling Assessors

Louise Mireh (Humanities, T: 70102) and Allen Miles (T: 077689 33436)

Ladder Safety Assessor

I have appointed the following people as Ladder Safety Assessors

Louise Mireh (Humanities, T: 70102) and Allen Miles (T: 077689 33436)

Travel Risk Assessment Screening Team

I have appointed the following people to help screen my decision approvals on overseas travel

Medium/ high risk areas and high risk activities according to the FCO information

Trudi Pinkerton, liaising with student supervisors and Year Abroad Coordinators where applicable, and in consultation with Area Safety Officer Louise Mireh, and the Safety Office, and Insurance Office as required.

Low risk areas of travel and low risk activities

Trudi Pinkerton

4. TRADES UNIONS AND APPOINTED SAFETY REPRESENTATIVES

University Policy Statement S2/13 sets out the arrangements for dealing with trade unions and their appointed safety representatives. Employees who wish to consult their safety representatives should contact the senior safety representative of the appropriate trade union.
5. INDIVIDUAL RESPONSIBILITY

All Faculty employees, all students, and all other persons entering onto the Faculty premises or who are involved in Faculty activities have a duty to exercise care in relation to themselves and others who may be affected by their actions. Those in immediate charge of visitors and contractors should ensure that those persons adhere to the requirements of University Health and Safety Policy.

Individuals must

(a) Make sure that their work is carried out in accordance with University Safety Policy.

(b) Protect themselves by properly wearing any personal protective equipment that is required.

(c) Obey all instructions emanating from the Faculty Board Chair, Faculty Safety Officer, and Area Safety Officer, in respect of health and safety.

(d) Warn me and the DSO/ASO, Trudi Pinkerton and Louise Mireh, of any significant new hazards to be introduced to the Faculty or of newly identified significant risks found on the premises or in existing procedures.

(e) Ensure that their visitors, including contractors, have a named contact within the Faculty with whom to liaise.

(f) Attend training where managers identify it as necessary for health and safety.

(g) Register and attend for health surveillance with the Occupational Health Service when required by University Safety Policy.

(h) Report all fires, incidents, and accidents immediately to Thomas Hall (FSO) or Trudi Pinkerton (DSO).

(i) Familiarise themselves with the location of fire fighting equipment, alarm points and escape routes, and with the associated fire alarm and evacuation procedures.

Individuals should

(a) Report any conditions, or defects in equipment or procedures, that they believe might present a risk to their health and safety (or that of others) so that suitable remedial action can be taken.

(b) Offer any advice and suggestions that they think may improve health and safety.

(c) Note that University Policy Statements are available on the web at http://www.admin.ox.ac.uk/safety/policy-statements/ and in hard copy on request from the Assistant Administrator (Resources), Faculty Office, Oriental Institute.
6. **SPECIFIC SIGNIFICANT RISKS**

The following areas/activities have been identified as significant risks in this Faculty:

**Field work**

**Work-Related Violence**

Insurance application and risk assessment documentation, insurance policy and emergency contact details, relevant University policy statements, and all relevant current documentation specific to the areas of travel and activities undertaken, are located on the Faculty website and in the Faculty Office, Oriental Institute. A risk assessment on Work-Related Violence is updated annually and forms part of the Disaster Recovery Plan documentation, a copy of which is located in the Lodge and the Faculty Office, Oriental Institute, and is also kept on file at the Humanities Division and at Security Services.

Faculty Board Chair  
Professor Bjarke Frellesvig

Date 17/6/2013

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Statement returned: August 2013
ANNEXE

It is my responsibility, as Faculty Board Chair, directly or through written delegation

1. To ensure adherence to the University’s Health and Safety Policy and to ensure that sufficient resources are made available for this.

2. To plan, organise, control, monitor, and review the arrangements for health and safety, including the arrangements for students, contractors, and other visitors, and to strive for continuous improvements in performance.

3. To carry out general and specific risk assessments as required by health and safety legislation and University Safety Policy.

4. To ensure that all work procedures under my control are, as far as is reasonably practicable, safe and without risks to health.

5. To ensure that training and instruction have been given in all relevant policies and procedures, including emergency procedures.

6. To keep a record of all cases of ill health, accidents, hazardous incidents and fires, to report them to the University Safety Office, and to ensure any serious or potentially serious accidents, incidents, or fires are reported without delay.

7. To inform the University Safety Office before any significant hazards are introduced or when significant hazards are newly identified.