

Term Information

Effective Term Autumn 2016
Previous Value Autumn 2013

Course Change Information

What change is being proposed? (If more than one, what changes are being proposed?)

Change number of credit hours for COMM 6500 from 2 to 1 credit hour.

What is the rationale for the proposed change(s)?

The course as originally planned was to cover both pedagogy and professional studies issues. After further consideration, the School has determined to focus hands-on teaching instruction in a first independent teaching experience (our Persuasion or public speaking class) supervised by an award-winning instructor, and concentrate 6500 on professional studies issues (see syllabus), which can appropriately be covered in one hour.

What are the programmatic implications of the proposed change(s)?

(e.g. program requirements to be added or removed, changes to be made in available resources, effect on other programs that use the course)?

This change reduces the required first semester credits for new students from 13 to 12; for external MA admits who don't receive transfer credit, this would impact their ability to complete the program on schedule, so we are reducing total minimum course credits required to 81 credits, so there is no negative impact.

Is approval of the request contingent upon the approval of other course or curricular program request? No

Is this a request to withdraw the course? No

General Information

Course Bulletin Listing/Subject Area Communication
Fiscal Unit/Academic Org School Of Communication - D0744
College/Academic Group Arts and Sciences
Level/Career Graduate
Course Number/Catalog 6500
Course Title Introduction to Graduate Study
Transcript Abbreviation Intro Grad Study
Course Description An overview of graduate study in Communication. Research and teaching resources, procedures, and expectations, areas of study and faculty interests.
Semester Credit Hours/Units Fixed: 1
Previous Value Fixed: 2

Offering Information

Length Of Course 14 Week, 7 Week
Flexibly Scheduled Course Never
Does any section of this course have a distance education component? No
Grading Basis Satisfactory/Unsatisfactory
Repeatable No
Course Components Seminar
Grade Roster Component Seminar
Credit Available by Exam No

Admission Condition Course	No
Off Campus	Never
Campus of Offering	Columbus

Prerequisites and Exclusions

Prerequisites/Corequisites	Prereq: Grad standing, or permission of instructor.
Exclusions	

Cross-Listings

Cross-Listings

Subject/CIP Code

Subject/CIP Code	09.0101
Subsidy Level	Doctoral Course
Intended Rank	Masters, Doctoral

Requirement/Elective Designation

Required for this unit's degrees, majors, and/or minors

Course Details

Course goals or learning objectives/outcomes	<ul style="list-style-type: none">• Develop communication graduate student norms and expectations• Understand resources for teaching and research available at Ohio State• Know the expertise of graduate faculty in communication
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Content Topic List	<ul style="list-style-type: none">• Research Expectations• Teaching Resources• Faculty Expertise• Faculty Interests
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Attachments

- Comm 6500 syllabus 1 credit version - de comments.docx: Updated Comm 6500 syllabus- 1 credit hour
(Syllabus. Owner: Butte, Kylie M.)

Comments

COURSE CHANGE REQUEST
6500 - Status: PENDING

Last Updated: Vankeerbergen, Bernadette
Chantal
11/09/2015

Workflow Information

Status	User(s)	Date/Time	Step
Submitted	Butte, Kylie M.	10/30/2015 10:43 AM	Submitted for Approval
Approved	Butte, Kylie M.	10/30/2015 10:47 AM	Unit Approval
Approved	Haddad, Deborah Moore	10/30/2015 10:50 AM	College Approval
Pending Approval	Nolen, Dawn Vankeerbergen, Bernadette Chantal Hanlin, Deborah Kay Jenkins, Mary Ellen Bigler Hogle, Danielle Nicole	10/30/2015 10:50 AM	ASCCAO Approval

Comm 6500

Introduction to Graduate Study in Communication

Autumn, 2016

Class location: J106 Monday 12:40-1:35

1 credit

Instructor: Michael Slater (Graduate Studies Committee Chair)

Email: (preferred and most reliable/quickest form of contact): Slatermichael@gmail.com

Phone: 247-8762

Overview

The purpose of this class is to introduce MA and PhD students new to the School of Communication to graduate studies here at SOC.

The wide range of topics we cover have been identified by School faculty and graduate students as ones that will help you navigate your career here and that can help you succeed as a scholar and academic. The course will focus on presentations by the instructor, by guest faculty, and by senior graduate students.

Objectives:

Specific objectives include:

- Understanding how to work with faculty and other students on collaborative research projects
- Learning to navigate the requirements of the MA and PhD programs
- Familiarity with research requirements and resources, to facilitate early and successful engagement in research at the School
- Orientation to topics important to School and University culture (e.g., diversity issues)
- Providing strategies and tips for managing the demands of the multiple roles of graduate student life: a student, a researcher of increasing independence, and a teaching assistant or independent instructor
- Understanding what it takes to build a career as a researcher and prepare for PhD program admission, a post-doctoral position, or your first academic job.

Evaluation and Requirements

Reading. There will be readings associated with each class session. Readings may include website materials on University policies and procedures, sections of the SOC Graduate Program Handbook, or articles related to the class topic. Readings, or links to readings, will be posted on Carmen as soon as they are available. Many of these readings are in fact resource materials that you should be familiar with and, if on-line, have bookmarked for future access; such materials should be skimmed so you have an idea what is there (for future reference) and can identify questions that you have. Thorough-going familiarity with all the specifics is not expected—some of these resources are extensive.

Attendance & Participation. Your role, and a primary basis for grading, is regular attendance and active participation in class discussion. Getting involved with email or other personal business during class time is to be absent in mind even if present in body; please refrain from the temptation.

Questions for class. For each class, you are expected to provide a question about the class topic based on the reading or your experiences to date in the program. These should be posted to the class discussion board on Carmen by 8AM on Monday morning. These are graded based on whether they are posted or not by the deadline.

Report on progress/orientation to the graduate program. You should be meeting periodically with your temporary advisor to discuss your progress in the program and how to start getting involved in the research life of the SOC. By the end of the day (12:59 pm) on the last class of the semester, you should provide a report addressing the following: The evolution of your thinking about your research interests so far, ideas that have particularly intrigued or troubled you, and any remaining concerns or confusions you have about the program and participating in research at the SOC. The report should be approximately 750-1000 words. Papers are submitted via the Carmen dropbox. Papers should conform to guidelines established in the American Psychological Association's (APA) Publication Manual.

Grading Criteria:

Your course grade will be based on the following:

Attendance and participation: 50%

Weekly question: 25%

End of semester report: 25%

Policies and Procedures:

All papers *must* be submitted to our Carmen website by the due date. Any late submissions 10% deducted *each day* it is late (including weekends). Reports more than three days late will not be accepted. Late submissions of the weekly questions will not be accepted and will not receive credit. An assignment is considered late when it is submitted after the stated deadline, and deductions will be taken beginning with the missed deadline. At the instructor's discretion, exceptions may be made for emergencies or other well-documented issues.

These exceptions are easiest to make when you notify the instructor *before* the deadline. Always keep a backup copy of your work.

Academic Misconduct:

It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term "academic misconduct" includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487).

For additional information, see the Code of Student Conduct

(http://studentaffairs.osu.edu/resource_csc.asp). Understanding these expectations is your responsibility. If you have any questions about what constitutes misconduct (including plagiarism), please feel free to speak to one of us.

Special Accommodations

Students with disabilities that have been certified by the Office for Disability Services will be appropriately accommodated and should inform the instructor as soon as possible of their needs. The Office for Disability Services is located in 150 Pomerene Hall, 1760 Neil Avenue; telephone 292-3307, TDD 292-0901; <http://www.ods.ohio-state.edu/>.

Topics and readings

Note: schedule is subject to change based on speaker availability, etc. Changes will be posted on Carmen.

Week 1:

Review of Thesis/Candidacy/Dissertation process and guidelines and other program questions/issues

Graduate Coordinator Kylie Butte with GSC Chair/Class instructor

Reading: *Graduate Program Handbook* p.7-11 (MA students), p. 12-21 (PhD students), skim Appendices A-E, p. 22-55.

Week 2:

Working with your advisor and developing research directions as a new MA or PhD student

Panel of advanced masters and PhD students sharing their experience.

Reading: *Graduate Program Handbook* p. 3-6, skim Appendix F p. 56-58.

Some interesting points of view from current and former grad students, online:

<http://www.experience.com/entry-level-jobs/avoid-graduate-school-hell-select-your-advisor-and-committee-wisely/>

<https://www.insidehighered.com/blogs/gradhacker/managing-your-advisor>

<http://academia.stackexchange.com/questions/48821/how-is-a-research-direction-determined-between-a-graduate-student-and-their-advi>

Recommended: from Darley, J. M., Zanna, M. P., & Roediger III, H. L. (Eds) (2003). *The Compleat Academic: A Practical Guide for the Beginning Social Scientist*, 2nd Edition. Washington, DC: American Psychological Association. *ch. 6 Zanna & Darley, On Managing the Faculty-Graduate Student Research Relationship.*

Week 3:

Tips for being a successful graduate teaching assistant.

Panel of PhD students and a faculty GTA supervisor.

Reading: *explore this page:*

<http://ucat.osu.edu/professional-development/gta/>

Week 4:

Time-management techniques for graduate students/academics

Panel of SOC faculty and senior graduate students.

Reading: Getting Things Done summary:

<https://www.google.com/webhp?sourceid=chrome-instant&ion=1&espv=2&ie=UTF-8#q=getting%20things%20done%20pdf>

Week 5:

Resources for graduate students at OSU

(Student organizations, mental health resources, student assistance resources, library resources)

Speakers TBD.

Reading: *briefly visit (if you don't need these, some students in your classes might in next few years):*

Issues in learning, school performance, staying organized: <http://dennislearningcenter.osu.edu/>

Teaching: <http://ucat.osu.edu/>

Council of Grad Students: <http://www.cgs.osu.edu/>

Student health service: <http://www.shc.osu.edu/>

Counseling service: <http://ccs.osu.edu/>

Quick help, depression etc: <https://www.ruokbuckeyes.org/welcome.cfm?access=website>

Disability services: <http://www.ods.ohio-state.edu/>

Library: <https://library.osu.edu/>

Legal: <http://studentlegal.osu.edu/>

For international students:

Writing in English: <http://esl.ehe.osu.edu/programs/esl-composition-program/>

Speaking English: <http://esl.ehe.osu.edu/programs/spoken-english-program/>

Full list of resource links: <http://www.gradsch.osu.edu/resources-for-students1.html>

Week 6:

Do's and don'ts in research collaborations

Panel of SOC faculty.

Reading: *a good summary of issues:*

<https://www.bc.edu/schools/cas/psych/graduate/gradhandbook/advisor-student.html>

Week 7:

Writing research papers/journal articles.

Lecture-presentation from class instructor.

Readings: from *Darley, J. M., Zanna, M. P., & Roediger III, H. L. (Eds) (2003). The Compleat Academic: A Practical Guide for the Beginning Social Scientist, 2nd Edition. Washington, DC: American Psychological Association. Daryl Bem: Writing the Empirical Journal Article. On Carmen.*

Week 8:

Using C-rep, TeSOC, OSOC, and Mturk for recruiting research participants

C-rep administrator, and students who have used TeSOC and Mturk

Reading: visit <http://www.comm.ohio-state.edu/research/research-support-resources.html#CREP>

<http://www.comm.ohio-state.edu/research/research-support-resources.html#TESoC>

<http://www.comm.ohio-state.edu/research/research-support-resources.html#OSoC>

<http://www.princeton.edu/~psrc/mturk.html>

Week 9:

Navigating the IRB process at OSU

OSU faculty member/IRB member Jesse Fox

Reading: *visit*

<http://orrp.osu.edu/irb/buck-irb/>

(click link to Navigating Buck-IRB)

Week 10:

Research ethics and data management requirements at OSU SOC

Research committee representative.

Reading: *SOC statement on research ethics and data management policies (add link when final version posted)*

Week 11:

Peer review and the journal publication process

SOC faculty presentation

Reading: *a good summary:*

<http://www.editage.com/insights/peer-review-process-and-editorial-decision-making-at-journals>

Week 12:

Diversity, accessibility, sexual harassment.

Speakers TBD.

Readings: visit:

<https://www.osu.edu/initiatives/diversity.html>

<https://hr.osu.edu/elr/sexualharassment>

<http://ada.osu.edu/>

Week 13:

Introduction to programming Qualtrics data collection instruments.

PhD student panel

Readings:

<http://www.qualtrics.com/university/researchsuite/misc-pages/misc/learn-qualtrics-in-5-steps/>

<http://www.qualtrics.com/university/researchsuite/>

Week 14:

Developing an academic career (and preparing for applying for PhD programs, for MA students): developing a research program, building a CV, networking, conferences, professional service. (For non-academic careers, see the OSU career guidance page).

Faculty panel.

Readings: *skim those of interest, these are primarily intended as references for you as and when needed.*

<https://career.berkeley.edu/PhDs/PhDCV>

<https://career.ucsf.edu/grad-students-postdocs/career-planning/academic-jobs/applying/academic-samples>

<http://theprofessorisin.com/2012/01/12/dr-karens-rules-of-the-academic-cv/>

<http://www.uaces.org/resources/the-great-benefits-of-attending-academic-conferences>

<https://homes.cs.washington.edu/~mernst/advice/conference-attendance.html>

https://www.academics.com/science/networking_for_a_successful_career_in_academia_30577.html

<http://thesiswhisperer.com/2010/09/23/top-five-ways-to-better-academic-networking/>

<http://www.jobs.ac.uk/careers-advice/working-in-higher-education/573/how-to-develop-successful-networking-skills-in-academia>

<http://www.nature.com/nm/journal/v13/n8/full/nm0807-887.html>

<https://www.elsevier.com/reviewers/how-to-conduct-a-review>