

THE UNIVERSITY OF MEMPHIS

The Graduate
Program
in
Communication

Student Handbook

2009-2010

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For more information:

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Theatre and Communication Building (room 125) The University of Memphis	(901) 678-3173 http://www.memphis.edu/communication/
Memphis, TN 38152-3290	

The Communication Department is housed in the Theatre & Communication Building, 3745 Central Avenue, on the campus of The University of Memphis. The Communication office is room 143.

Note: The Department of Communication reserves the right to alter any part of this handbook and/or the policies and procedures involved without notice.

Welcome

This handbook is for incoming masters or doctoral degree in Communication at the University of Memphis. The MA and PhD programs at the University of Memphis offer a hospitable environment to work within and across different sub-fields of communication and to engage in interdisciplinary scholarship. Graduate students develop a plan of study tailored to their interests, receive individual attention from the faculty, and have the opportunity to work with the university's unique interdisciplinary Center for the Study of Rhetoric and Applied Communication (CSRAC).

We hope you will find the handbook useful as you learn more about our program and the procedures that guide us.

The communication faculty are committed to developing specialists who can take leadership roles in their organizations and in the community. Our curriculum is designed to help you acquire the knowledge, skills and abilities necessary for competent professional practice.

We can help you most effectively when you take time to read, understand and follow the guidance provided in this handbook. The full graduate catalog is at: <http://www.memphis.edu/gradcatalog/>

Masters Programs

The MA program offers two concentrations:

Communication

The concentration in communication provides students with fundamental grounding in communication theory and rhetorical theory. The program is then tailored to meet the needs and interests of individual students, preparing students for communication positions in industry, government, or non-profit sectors, or for entry into a PhD program.

Film and Video Production

The concentration in film and video production combines technical instruction with courses in both motion picture and traditional communication studies to provide students with the knowledge and tools necessary to function in the multifaceted world of audiovisual production. The approach to media practice is broad enough to address the needs of the independent artist, as well as those who seek to enter the industry.

Doctoral Programs

The PhD program offers two concentrations:

Rhetoric

Students in rhetoric typically choose focus areas in public address, argumentation, rhetoric and cultural studies, and rhetorical theory. We have a formal relationship with the Memphis Theological Seminary that is designed to promote the study of rhetoric and religion, as well as African-American rhetoric.

Applied Communication

Students in applied communication typically choose focus areas in health, interpersonal, intercultural, persuasion and social influence, and organizational communication. Students are currently working on projects in bioethics, risk communication, online communities, and international expatriate communication.

Program Prerequisites and Admission

The Graduate School collects your application, test scores, and transcripts, and when complete, forwards them to the communication department to consider for admission to the communication program. The Graduate School information and applications can be found online:

<http://academics.memphis.edu/gradschool/applicant.html>

The specific requirements are as follows:

MA Program

In addition to the aforementioned Graduate School application, a student must send the following items to the Department of Communication:

1. a completed application form specific to the Communication Department
http://www.memphis.edu/communication/pdfs/ma_application.pdf
2. a statement of purpose that explains the applicant's reasons for seeking a masters degree from the Department of Communication at The University of Memphis;
3. Two letters of recommendation submitted by persons competent to judge the applicant's academic record and potential for advanced graduate work.

All of these items are to be sent to:

Communication Graduate Secretary
Department of Communication
The University of Memphis
143 Theatre/Communication Building
Memphis, TN 38152-3150.

All students applying for admission are also required to submit Graduate Record Examination (GRE) verbal reasoning, quantitative reasoning and analytical writing scores. In addition to meeting university admission requirements, the department uses the following criteria in consideration of applications:

1. in general, a verbal score of 500 and a quantitative score of 450 or more on the GRE;
2. an undergraduate GPA of 3.0, a GPA of 3.2 for the last 60 credit hours, or a GPA in the major of 3.25;
3. if English is a second language, a TOEFL score of 600 (or 250 on the computer-based TOEFL) and a TSE score of 280.

If the candidate does not meet the above criteria, but has an undergraduate GPA for the last 60 hours of at least 2.7 and a combined GRE of at least 900 (TOEFL and TSE scores remain the same), the application will be referred to the departmental graduate studies committee for consideration. In such cases, additional materials may be sought from the applicant. Candidates with a combined GRE below 900 or a GPA for the last 60 hours of undergraduate work below 2.7, or, if English is a second language, a TOEFL score below 600 or a TSE score below 280, will not be admitted.

PhD Program

For the PhD program, the following items need to be sent to the Communication Department:

1. a completed application specific to the Communication Department
http://www.memphis.edu/communication/pdfs/phd_application.pdf
2. a statement of purpose that explains the applicant's reasons for seeking the doctoral degree from the Department of Communication at The University of Memphis;
3. three letters of recommendation submitted by persons competent to judge the applicant's academic record and potential for advanced graduate work.
4. two samples of scholarly writing (e.g. publications and/or papers)
5. Transcript of prior academic work at the undergraduate and graduate levels. Individual copies should be sent to the Graduate School and to the department's coordinator of graduate studies. A minimum graduate GPA of 3.5 for the MA (on a 4-point scale) is expected.
6. A vitae/resume.

These items should be sent to:

Communication Graduate Secretary
Department of Communication
The University of Memphis
143 Theatre/Communication Building
Memphis, TN 38152-3150.

All students applying for admission are also required to submit Graduate Record Examination (GRE) verbal and quantitative scores. In addition to meeting university admission requirements, the student must have a verbal score of 500 and a quantitative score of 450 or more on the GRE. If English is a second language, a TOEFL score of 600 (or 250 on the computer-based TOEFL) and a TSE of 280 are required.

Deadlines

The Department awards a number of graduate teaching/research assistantships to those outstanding applicants who have demonstrated interest and ability in teaching and research. These assistantships include a stipend and a remission of tuition fees. To determine eligibility for the assistantships, refer to the requirements for admission to the M.A. and Ph.D. programs.

The department typically admits students in the fall semester. **Review of applications and awarding of graduate assistantships begins on February 1** and continues until all positions are filled. The department cannot guarantee consideration of applications received after June 1. **Any application that is not complete by July 15 will not be considered.** Prospective students should note that the departmental deadlines may differ from those of the Graduate School.

Note: Your **current e-mail and postal addresses and telephone number** MUST be on file at all times in the Communication Department. Changes in address or telephone number should be reported to the department secretary at 901-678-2127 and to the University Registrar. Students, who fail to comply, will risk forfeiting opportunities for assistantships and for part- and full-time employment.

Frequently Asked Questions

Q. I am thinking about applying to the graduate program. Whom do I contact?

A. Dr. Sandra Sarkela, our graduate program coordinator (ssarkela@memphis.edu) or Sheree Hudgins, our graduate secretary (ssmith@memphis.edu).

Q: How much is tuition?

A. Since it changes from time to time, we suggest you check the University of Memphis website for the current tuition and fee chart at:
http://bf.memphis.edu/finance/bursar/Final_2009-10_Fee_Chart.pdf

Q: Are assistantships available? How do I apply for one?

A. Assistantships are available. They generally include both a tuition waiver and a stipend. The department has 20 hour per week assistantships which typically are given out before the fall semester. The deadline for applying for fall graduate assistantships is **June 1**, but applications are accepted and reviewed starting **Feb. 1**. Space is limited in the department.

Graduate assistantships only apply to the fall and spring semesters. You will pay for summer courses yourself. Out-of-state graduate assistants pay the “in-state” rate for any summer classes they take after the first year. Grad students work their hours each week according to their assignment.

GA’s also will get a discount at the U of M Bookstore. The bookstore offers a 5% discount on textbooks and 10% discount on all other items over \$1.00 (before taxes). Show a copy of your GA contract to get the discount. Suggest you ask for a copy when you sign it at the start of each semester.

Q: What forms are necessary for admission?

A. See pages 4-6 of this handbook. If you have additional questions about application forms, send an email to Sheree Hudgins, administrative assistant to the graduate program in communication.

Q: When is the deadline for admission to the program?

A. Review of applications and awarding of assistantships begins on February 1 and continues until all positions are filled. The department cannot guarantee consideration of applications received after June 1. Any applications that are incomplete by July 15 will not be considered.

Q: I am an international student. Is there anything special I need to know or do?

A. There is a special section on the university website that covers international student admission: <http://www.memphis.edu/iso/>

- Q: Where can I take the GRE (Graduate Record Exam)?**
A: You can take the general portion of the GRE on campus in The University of Memphis Computer Testing Center, Brister Hall, room 112, phone (901) 678-1457. Call for time and days. If you are not near the campus, go to www.gre.org and locate the list of testing centers for your area. They list centers world-wide. And, although you didn't ask, we suggest you get a study book available at U.S. libraries or bookstores (including online bookstores). The University of Memphis institution code is: R-1459.
- Q: How long are my scores effective?**
A: The test scores should not be more than five years old.
- Q: Can I transfer classes from other master's degree programs?**
A: It is possible to transfer credits earned at another university, but there are a number of restrictions. See the online graduate catalog for details:
http://www.memphis.edu/gradcatalog/acad_reg/transfer.php
- Q: Do you have scholarships for graduate students?**
A: Yes, but the funds are limited and the scholarships are highly competitive. For descriptions of scholarships available to incoming students, part-time students, and current graduate students see:
<http://academics.memphis.edu/gradschool/gainfo.html>
- Q: My spouse is in the military and I want to know whether I qualify for in-state tuition.**
A: If your spouse is stationed in Tennessee or is a Tennessee resident you should follow up. Print and complete the Residency Classification Form (location below) and send it to the Graduate Admissions Office along with a copy of your marriage license and a copy of your spouses' orders. The Residency Classification Form is available at:
<http://academics.memphis.edu/gradschool/classification.html>
- Q: I am not from Memphis. How will I find a place to stay?**
A: The University has a housing office that can assist you to apply for graduate housing on the campus or make referrals to other apartments and rooms off campus. Contact info:
Residence Life, Richardson Towers, Room 011
(901) 678-2295
<http://www.memphis.edu/reslife/>
reslife@memphis.edu [e-mail]
Our local daily paper is the *Commercial Appeal*. They have a Website at:
www.commercialappeal.com
You can search apartment listings at many sites:
- <http://memphis.craigslist.org/>
 - www.rent.com
 - <http://memphisapartments.com/>

Q: What kind of health coverage will I get as a student?

Students who pay the student activity fee (included in the tuition) have access to the Student Health Center where treatment for minor problems is free. Nominal charges *do* apply to prescriptions, x-rays or special exams. The Student Health Center does not participate in insurance programs. The Health Center is located just south of the library.

Q: Can I buy supplemental health insurance from the University?

A. The Student Health Center has information of optional health care policies. They do not sell policies. The companies are chosen by the Tennessee Board of Regents (TBR) each year from among the many that want to sell you insurance. The policies include family members at additional cost. Information is available at: <http://saweb.memphis.edu/health/>

Another place to look for and compare health insurance policies, including policies for students: <http://www.ehealthinsurance.com/>

Q: I am not a U.S. citizen. What do I need to know about coming as an international student?

A. Once you are accepted, The University of Memphis will send you an I-20 form. This enables you to apply for and obtain an F-1 visa. See:

<http://www.memphis.edu/iso/newstudent.php>

For information about what documents you will need for your application, please click on “admission requirements for international students.”

Q: I just want to take a few classes to see whether I like it or not. Can I do that?

A. Yes, you can. People in this category are admitted to “non-degree status.” In this case you apply to the Graduate School only. If admitted you will be free to take classes in any department. You are limited to 12 semester hours in non-degree status. After 12 semester hours, you must apply as a regular degree-seeking student.

Be aware, you may be ineligible for education loans or tuition assistance from your employer while you are in non-degree status.

Student Program Checklists

Note: Please remember that in addition to the requirements listed here, all graduate students should read the Graduate School Catalog, the information in each semester's schedule of classes, announcements posted on the Graduate Program Website and notices posted on the Graduate notices board outside the Main Office, Room 143. All students must be aware of and meet all requirements of the Graduate School.

It is the student's responsibility to see that all required forms are filed with the proper offices by the required deadlines. The student's Advisory Committee will assist the student, but the ultimate responsibility remains with the student.

The student's advisory committee will meet periodically to assess the student's progress.

Satisfactory academic progress is required for continuation in the program. At the end of the spring semester the student's advisor will review progress and inform the student of steps necessary to sustain or improve academic achievement.

Master of Arts

By the end of the first semester, or before completing nine hours in a part-time program each MA candidate should:

1. Select an advisor who is a member of the Graduate Faculty. The advisor will chair the student's Advisory Committee.
2. In consultation with the faculty advisor, select two additional faculty members for the Advisory Committee. At least one of the two additional members must be a faculty member in the Department of Communication
3. Complete the **MA Program Advisory Committee Form** and submit it to the administrative assistant.
4. Develop a **Plan of Study** following the format on the examples at the end of the handbook. The **Plan of Study** should specify if the student will complete written comprehensives exams, thesis, or a special project.
5. Meet with the Advisory Committee to discuss and approve the **Plan of Study**. The final approved **Plan of Study** should be given to the graduate program administrative assistant. **Make five copies** of the approved **Plan of Study**: one for yourself, one for each committee member, and one for the Coordinator of Graduate Studies. Use the examples at the end of the handbook as a guide.
6. When developing your plan of study, keep the following requirements in mind:
 - a. All MA students must successfully complete a minimum of 36 hours of graduate courses; 70% of the minimum must be at the 7000 level or

above. (In other words, for a 36-hour degree, no more than 10 credits may be at the 6000 level.) The thesis, special project, and practicum, should a student choose one of these options, all carry academic credit, which count toward the minimum 36-hour requirement.

- b. All MA students must successfully complete two of the following core courses: COMM 7321 Communication Theory, COMM 7350 Rhetorical Theory, or COMM 7804 Seminar in Media Theory and Criticism.
- c. All MA students with a concentration in Film and Video Production must take 3 credits of COMM 7892 Film and Video Production before beginning their final special project.
- d. Up to 9 hours outside the department may be applied to the minimum hour requirement with the approval of the student's MA committee.
- e. Up to 6 semester hours earned at another institution may be applied to the minimum hour requirement with the approval of the student's MA committee.

During the second semester or before registering for courses beyond 18 hours of study:

1. Develop Thesis or Special Project Proposal

Final Semester

1. Submit **Application for Admission to Master's Degree Candidacy** and **Intent to Graduate Card**. The exact deadline due is specified in each semester's Schedule of Classes.
2. Completion of the degree requires **one of the following options**, however students in **Film and Video Production must complete option c**, A Special Project:
 - a. **A written and oral comprehensive examination.** Students must pass both a written and oral comprehensive exam during or after their last semester of course-work. The student's MA advisory committee must approve the option and is responsible for evaluating the comprehensive examination. A pass on the written examination is necessary for admission to the oral examination. The quality of the comprehensive examination as a whole is determined at completion of the oral examination.
 - b. **A thesis and oral comprehensive examination.** On completion of the thesis, the student must successfully complete an oral defense administered by the student's MA thesis committee. The thesis must be acceptable to all members of the committee and recommended to the Graduate School after a successful defense.

- c. **A special project and oral comprehensive examination.** On its completion the special project must be presented to the student's MA committee. The student must also successfully complete an oral defense administered by the student's MA committee. The special project and oral examination must be acceptable to all members of the student's MA committee.

Doctorate

1. **Before registering for courses beyond 9 hours of study** each doctoral candidate should meet with a temporary Ph.D. program advisor who will assist the student in registering for the second semester and in identifying a permanent program advisor.
2. **Before registering for course beyond 18 hours of study** each student must form a Ph.D. Advisory Committee consisting of a chair and at least three other members, of which one must be from outside the Communication Department. Three of the four members must be members of the graduate faculty and the chair must be a full member. Sometimes a student cannot identify an outside member after only one term of study. The outside member may be added to the committee after the second full semester of study (after 18 hours) and this person must agree to the program of study. See the Graduate Catalog for graduate faculty listings.
 - a. When your advisory committee has been established, complete the **Ph.D. Program Advisory Committee Form** and give it to the graduate program administrative assistant.
3. **Develop a Plan of Study.** This is the main business of the first meeting of the advisory committee. Once completed and approved, turn in the **Plan of Study** to the administrative assistant. In addition make six copies: one for yourself, one for each committee member, and one for the Coordinator of Graduate Studies. Use the examples at the end of the handbook as a guide.
4. **Course Requirements.**
 - a. Doctoral students must earn at least 60 semester hours beyond the master's degree as approved by their PhD committee, including a minimum of 15 hours for combined pro-seminar and dissertation credits and a minimum of 6 hours taken from outside of the Department of Communication. A maximum of 15 hours at the 6000 level is allowed for doctoral students.
 - b. Doctoral students must demonstrate competence in the research tool or analytic specialty required for completion of their dissertation. Competence can be demonstrated in a variety of ways to be determined by the student's advisory committee.

- c. Doctoral students must have competency in three areas: Communication Theory, Media Theory, and Rhetorical Theory. These competencies can be satisfied academically in a variety of ways in consultation with the student's advisor.
5. **The semester prior to comprehensive examinations** enroll in COMM 8992-Pro-Seminar: "Preparation of a prospectus for the doctoral dissertation." The topic will be approved by the student's advisory committee. Specific course requirements will vary depending on the nature of the topic, research methodology, and progress toward completion. **Student must complete at least 3 credits of this course in order to be eligible to take comprehensive examinations.**
6. **Comprehensive Examination for the PhD Degree:** Students must complete at least 3 credits of COMM 8992- Proseminar in order to be eligible to take comprehensive examinations. Comprehensive Examinations for PhD candidates will be scheduled by the candidate's advisory committee in the last semester of coursework or as soon as possible thereafter, but no later than one calendar year from the completion of coursework. There are two major components to these examinations, a written examination and an oral examination.
 - a. **Written Comprehensive Examinations.** The student's advisory committee will determine the distribution of hours, the administrative procedures and format for each student's comprehensive examinations. Administration of the examination may take one of three formats or a combination thereof :
 1. A closed book examination, ten hours in length, ordinarily scheduled over three days. This is the standard procedure for written comprehensive examinations. The number of hours of closed book examination may be reduced if this format is used in combination with other formats;
 2. A take-home essay with a time limit of 12-24 hours for completion;
 3. An essay of pre-determined length due within a specified time period.

Students should meet with their Advisory Committee no later than three months prior to their anticipated comprehensive examination date. The committee will develop written guidelines specifying what content will be covered, who will develop questions, along with format and administrative procedures. Each member of the advisory committee, the student, and the graduate studies coordinator will sign the written agreement. After the examinations have been evaluated, the student will be notified of the outcome.

- b. **Oral Comprehensive Examinations.** Upon successful completion of the written examination, the Committee Chair in consultation with the student's Graduate Advisory Committee will schedule an oral examination with his/her

Graduate Advisory Committee. In addition to the Advisory Committee, any interested faculty may attend.

c. Please see the University graduate catalog for regarding failed examinations and appeals.

7. **Selection of Dissertation Committee:** No later than the student's last semester of coursework, the student shall select a dissertation director, and in consultation with the director, invite three additional faculty members to serve as the student's dissertation committee. It is recommended that one member of the committee be from outside the discipline. The dissertation director serves as the chair of the dissertation committee.
8. **Dissertation Prospectus Defense:** The student shall submit a proposal for the dissertation to the dissertation committee and defend the proposal before the committee. To be considered as "making satisfactory progress," a candidate must have his/her prospectus approved within two semesters of completion of the comprehensive examination.
9. **Dissertation Defense:** The dissertation director will circulate a complete draft of the dissertation to all committee members, who will be given the opportunity to provide feedback. If need be, the student will then write a revised dissertation, approved by the dissertation director, and circulated to all the committee members. The process will continue until the majority of the dissertation committee formally agrees that the dissertation is ready to be defended. At that time the dissertation director will schedule an oral defense of the dissertation. On approval of all the members of the dissertation committee, the dissertation will be submitted to the Graduate School for final approval and the degree awarded.
10. **Submission of Corrected Dissertation to the Graduate School:** A copy of the completed dissertation (inspected by the dissertation director to make sure all changes and corrections indicated at the defense have been made) must be submitted to the Graduate School in the semester in which you intend to graduate by the deadline specified in the Schedule of Classes for that semester.

Frequently Asked Questions

- Q: How many hours are required for the M.A. and the Ph.D. Programs?**
A. 36 hours are required for the M.A.; 45 hours are required for the Ph.D.
- Q: How many 6000-level courses can I take?**
A. MA students must have at least 70% of their credit hours at the 7000-level. Doctoral students may take 15 hours of 6000-level courses.
- Q: How many Independent Study courses can I take?**
A. You may take up to 9 hours of COMM 7374/8374 Independent Studies in Communication Arts.
- Q: How do you know which classes to take when entering the program?**
A. Your advisor/advising committee will assist you in mapping out your plan of study which will be tailored to your specific area of interest.
- Q: Who selects my committee?**
A. The graduate student alone selects his/her committee members, but all faculty members should be able to give advice accordingly.
- Q: How do I know whom to ask to be on my program committee?**
A. Selection of your committee depends upon your interests. Work with your advisor to make appropriate selections.
- Q: By when do I need my committee?**
A. M.A. students should form their committees by the time they have completed 9 hours of coursework. Ph.D. students should form their committees by the time they have completed 18 hours of course work.
- Q: Who selects the courses for my program?**
A. A temporary advisor is provided to advise you on how to construct a program appropriate to you and your interests.
- Q: Who approves my course of study?**
A. Your full committee, not your chair. The mutual understanding between you and your committee born of your having accurate information and the benefit of full committee discussion is the soul of program planning.
- Q: What if my area of interest does not line up with the department's research foci?**
A. It may be possible to tailor an individual plan of study different from the department's main research foci depending on the research interests of faculty members. Students may supplement their committees by selecting faculty from other departments who share their research interests. However, when students are

admitted to the program, it is generally with the expectation that they will stay within the areas best represented by the department faculty.

Q: What are Comps and when are they offered?

A. Comps are the comprehensive or qualifying examinations that are offered after completion of coursework and the pro seminar. The examination questions are submitted by your committee and specifically cover your area of study in addition to communication theory and research methods. There are two components to comps--- written and oral. M.A. students who select the written comprehensive examination option take 8 hours. M.A. students who select the thesis or special project option for completion of the degree are not required to complete a written comprehensive examination. Ph.D. students take 10 hours of the written portion of the examination.

Comprehensive examinations are scheduled by the candidate's advisory committee.

Q: Does my advising committee have to be the same as my thesis/dissertation committee?

A. No. Although continuity is important, changes may occur as students begin to refine their interests as they approach the dissertation/thesis stage. It is not uncommon to have a different committee for dissertation/thesis.

Q: What forms are needed for the Comps? For my dissertation/thesis?

A. Forms can be obtained from Sheree Hudgins in the department office.

How to become a big fish?

Q: What conferences should I try to attend?

A. Depending on your area of interest, there are a multitude of conferences. Graduate students often find the local and regional conferences, TCA (Tennessee Communication Association) and SSCA (Southern Speech Communication Association) most valuable. In addition, the department regularly supports graduate student travel to the National Communication Association's annual convention.

Q: How do I present research at a conference?

A. Typically, your advisor or a faculty member will work with you to identify and prepare an appropriate conference presentation. Attending conferences will also familiarize you with the expectations and format of such presentations. CGSA is another source of this information.

If you have any further questions contact Sandra Sarkela at ssarkela@memphis.edu or the graduate secretary, Sheree Hudgins at ssmith@memphis.edu.

Graduate Assistant Responsibilities

- Be sure you have a copy of your contract and fully understand its terms.
- Graduate Assistants can only work a maximum of 20 hours per week.
- You must maintain a 3.0 cumulative grade point average to continue as a graduate assistant.
- If your tuition is being paid from university funds (as opposed to a grant), you maintain enrollment in 12 hours of graduate credit (or 6 hours if only taking dissertation/thesis). Dropping below 12 hours without prior approval could result in your contract being terminated. *Note: If you enroll in less than 6 hours in any semester, you will have FICA and Medicare withheld from your pay.*
- Enrolling in fewer than 12 hour graduate credits requires approval by the Vice Provost for Graduate Programs.
- In order for your tuition and fees to be paid, your contract must reach the Graduate School by the 4th day of classes. It is essential that you provide the department with all relevant information as soon as possible.
- When the Bursar's Office processes your contract, they pay your tuition and fees. Any services (such as Parking, Financial Aid, or the Recreation Center) that are contingent upon payment of fees have to wait for your contract to reach that office.
- If you are working less than 20 hours per week, you must pay half of your tuition by the appropriate fee payment deadline. For specific fee payment requirements, fee information deadlines, and penalties, go to the Bursar's Office section under the "Account\$" tab on Spectrum.memphis.edu.
- If you hold an assistantship in the Spring semester, you are eligible to pay in-state tuition rates for the summer semester even if you do not hold a graduate assistantship during the summer. See the Graduate School for additional information.
- If you have financial aid, you need to notify the Financial Aid Office because the amount of your loan may need to be adjusted.
- If you are receiving federal work study as part of your stipend, be sure you fully understand the implications. See the Financial Aid Office or the Graduate School for details.
- Additional Assignments are *sometimes* available to Graduate Assistants. To be eligible, you must have at least a 3.2 GPA, have the approval of your assistantship supervisor, the graduate coordinator of your program, and the Graduate School. *These approvals must be secured BEFORE you begin any additional work.*

Additional assignments cannot exceed 10 hours/week. Students on F-1 visas are generally not eligible for additional assignments. See the Graduate School for more details.

- *If you are a non-resident alien:*
 - You must apply for a social security number as soon as possible.
 - You must give Human Resources a copy of your social security number.
 - After obtaining your social security number, you must see Ms. Senese Duhart, Administration Building 276, to complete a Form W-4 for tax purposes.

For any information about graduate assistantships, please contact Ms. Jan Brownlee at 678-4370 or at jbrownle@memphis.edu

Graduate Teaching Assistantships

First Year Masters student

Typically, a student will conduct research during the first two full semesters, although that student will be expected to intern with an experienced Graduate Teaching Assistant (GTA) during his/her second semester in preparation for your own teaching assignments, which will be made for the second year of the program. During the first semester of teaching, the student will also be required to attend a weekly one-hour course (COMM 7002) designed to help manage students, determine grading strategies and handle other responsibilities as the sole instructor for a course.

First Year Doctoral Students

Typically a doctoral student will have teaching experience coming into the program, and thus move immediately into teaching two sessions of 2381. On occasion, a doctoral-level GTA may be assigned a different course in the curriculum depending on expertise and departmental need. All first-time GTAs, doctoral as well as master's level, are required to attend the weekly one-hour orientation course (COMM 8002) to help adjust to his/her new teaching assignments and departmental culture. In the event that a doctoral GTA has not had teaching experience, it will be expected that he/she intern with an experienced GTA for the first semester of his/her assistantship.

Experienced GTAs

Those students who have taught two sections of the basic course for at least one year (two full semesters) are required to enroll in COMM 7/8003, which traditionally involves attending a series of seminars each semester oriented around themes and problems connected with the basic course and/or communication instruction pedagogy.

Responsibilities

- Email- All faculty and GTAs are responsible for reading (or not reading) their email messages on a daily basis. All announcements, alerts, and other important memorandums will be distributed via email. All students should check emails very regularly.
- Syllabus- All 2381 instructors are responsible for designing their own syllabus; however the syllabus should reflect the basic syllabus shell, which contains all mandatory policies, as this is a general education requirement for all students. In addition, copies of the syllabus should be available to the students via the internet (training is provided).
- Teaching Resources- Each classroom should be equipped with computers, DVD/VHS players, projection screens, dry erase boards and copies of various videos for use in the media closets of each classroom. All GTA's must see Sheree Hudgins, department secretary, for access to what you need. Furthermore, an access code is needed to operate the copy machine to make exams and necessary handouts; see Sheree Hudgins to set up your limited account to use the department copy machine. Other teaching aids may be available (when funds

allow), such as stopwatches, grade books, chalk, dry erase markers, etc.; again GTA's will need to see one of the secretaries for current availability of these items.

For any further questions, please contact Dr. Gray Matthews at (901) 678-3191 or at matthews@memphis.edu.

2009-2010 Graduate Courses in Communication

Fall 2009 Graduate Courses

Rhetoric

Comm 7371-8371 Rhetorical Criticism (Sarkela)
Comm 7616-8616 Contemporary Rhetorical Theory (De Velasco)

Film and Media

Comm 6211 Media 2.0--Production and Distribution in the Internet Age (Markman)
Comm 6822 Audio Production Film/Video (Appleby)
Comm 6824 Cinema/Videography (Appleby)
Comm 6825 Editing/Post Production (Gee)
Comm 6850 Film History I (Ross)
Comm 6970 Screenwriting (Ross)
Comm 7808/8808 Mass Communication and Society (Graham)

Communication

Comm 6011 Communication in Organizations (Kirkpatrick)
Comm 6012 Health Communication (Young)
Comm 6340 Listening (Matthews)
Comm 6365 Place, Community, Communication (Matthews)
Comm 6373 Interracial Communication (Acey)
Comm 7014/8014 Public Health Communication (Li)
Comm 7369/8369 Seminar in Organizational Communication (Kirkpatrick)

TENTATIVE Spring 2010 Graduate Courses

Rhetoric

Comm 6364 Voices of American Women (Sarkela)
Comm 7350-8350. Rhetorical Theory (McAdon)
Comm 7362-8362. Seminar in Public Address: Rhetoric of Cultural Studies (De Velasco)
Comm 7820-8820. Topics in Rhetoric: Writing (Young)

Film and Media

Comm 3824 Motion Picture Prod II
Comm 6825 Editing
Comm 6851 Film History II
Comm 6853 Doc Form in Film
Comm 6891 Producing/Directing
Comm 6960 Documentary Writing
Comm 6970 Screenwriting
Comm 7892 Film Video production

Communication

Comm 6011 Communication in Organizations (Kirkpatrick)
Comm 6218 Special Topics. Communication & Humane Relations (Matthews)
Comm 6342 Small Group Communication (Kirkpatrick)
Comm 6363 Dialogue (Matthews)
Comm 6373 Interracial Communication (Acey)
Comm 6375 Intercultural Communication (Hendrix)
Comm 7012/8012 Seminar in Health Communication/Crisis (Young)
Comm 7321-8321 Communication Theory (Hendrix)
Comm 7332/8332 Seminar in Communication Research: Internet Research Methods (Markman)

Communication Course Descriptions

6011 Communication in Organizations (3) Communication systems and problems in contemporary organizations with emphasis on the role of communication in corporate culture and in organizational change.

6012 Health Communication (3) Examination of the role of communication in health care; application of communication theory and practice to the health care context from provider-patient interaction to cultural influences on health.

6013 Political Communication (3) Investigation of various forms of political communication; texts drawn primarily from current political disputes in the US; focus on improving basic skills of critical thinking and writing about civic life.

6014 Communication on the Internet (3) Research and theories examining role of internet and new technologies in everyday interaction; interpersonal and group communication, language change, online communities and social networks, identity and self-presentation online.

6211 Media 2.0 (3) Examination of the long tail phenomenon and other theories behind media 2.0 and cases of actual media 2.0 artists; interview people who are making a living producing and distributing their work on the Internet and other alternative channels and explore how these new distribution forms challenge assumptions about how mass media should/does work.

6340 Listening (3) Exploration of communication theory and practice from the perspective of listening; emphasis on philosophical, practical, and personal dimensions of listening as an art of being as well as a mode of doing.

6341 Interpersonal Communication (3) Theory, research, and practice regarding dyadic communication.

6342 Small Group Communication (3) Advanced study of group communication theory emphasizing group membership, member perceptions, group development, group process, and group outcomes.

6360 American Eloquence (3) Examination of notable public discourse from founding of the republic through the twentieth century; religious and secular foundations of American rhetoric; tensions of inclusion and exclusion in development of national self-understanding.

6363 Dialogue (3) Theoretical, philosophical, and practical exploration of dialogic communication and relations.

6364 Voices of American Women (3) Examines history of women's public discourse in the US from 19th through 20th centuries; considers social and cultural significance of

women's participation in public discourse; issues of credibility and nature of argument both within and about women's public address.

6365 Place, Community, and Communication (3) Explores interrelationships among human interaction, created places, and the natural world; emphasizes communication environment, broadly conceived, and its effects on community.

6373 Interracial Communication (3) The social problems encountered in communication between blacks and whites; readings, discussion, and field study on how prejudice, stereotypes, and self-concepts can affect communication; exploration of rhetorical methods to minimize these problems.

6375 Intercultural Communication (3) Special problems encountered in communication between people of different cultural backgrounds; focus on understanding communicative interaction between and among people with different national/cultural backgrounds and functioning more effectively in multicultural settings.

6380 Communication and Conflict (3) Theories and methods of conflict management and resolution, focusing on practical communication skills; emphasis on concepts of perception, listening, and peacemaking.

6802 Internship (1-3) Field studies in communication; supervised practical work with government institutions, private business, film company, or broadcast and electronic media firm; written analysis of experience required. May be repeated for a maximum of 6 semester hours. PREREQUISITE: Permission of instructor. Grades of S, U, or IP will be given.

6810 Broadcast Regulation and Program Policy (3) Effects of FCC and other governmental regulations on broadcasting and electronic media management and operations; licensing, renewals, content control, politics, and copyright.

6811 Radio and Television Programming (3) Analysis of individual program formats (with examples); use of this information along with ratings and other audience research to study the design of program schedules.

6812 Communications Law in the Performing Arts (3) Artist, performer, management contractual relationships; acquisition, copyright, and disposition of literary and audio-visual properties; production and distribution agreements; advertising law and other matters for TV, motion picture, radio, and stage businesses.

6822 Audio Production for Broadcasting and Film (3) Intermediate principles and practices of audio (recording, editing, mixing, and design) with emphasis on film and video production. PREREQUISITE: Minimum grade of "C" in COMM 3824 or permission of instructor.

6824 Cinematography/Videography (3). Art of visual interpretation with a strong concentration in the theory and techniques of lighting. Experience with professional film and video cameras and lighting equipment. PREREQUISITE: COMM 3824.

6825 Editing and Post-Production (3) Aesthetics of continuity development in variety of editing styles; editing techniques and post-production procedures for both video and double system film. PREREQUISITE: Minimum grade of "C" in COMM 3824 or permission of instructor.

6831 Broadcast and Cable Sales and Advertising (3) Relation of broadcasting and cable sales and advertising to networks, station representatives, and salespeople; role of sponsors, agencies, and allied groups.

6841 Television Workshop (4) Production of television programming for local cablecasting. May be repeated for a maximum of 8 semester hours; repetition will not result in change of any grade previously given. PREREQUISITE: Permission of instructor.

6842 Television Studio Production II (4) Advanced training in TV studio/multiple camera techniques; extensive production work. PREREQUISITE: COMM 3842.

6850 Film History I. (3) (6852) Historical survey of motion pictures from medium's pre-history to 1940 with emphasis on narrative film.

6851 Film History II (3) Historical survey of major movements, genres, and themes in narrative film from 1940 to 1960.

6853 Documentary Form in Film (3) Development of non-fiction film as rhetorical and expressive form; analysis of individual films, genres, and filmmakers.

6854 Documentary Form in Broadcasting (3) History, theory, and criticism of non-fiction broadcasting, including docudrama and television documentaries.

6856 Women and Film (3) Women as performers, viewers, subjects, and creators in American and international film.

6857 History of Broadcast and Electronic Media (3) Comprehensive history of broadcast and electronic media as developed from 1895 to present.

6858 Contemporary Cinema (3) Major themes and styles in international and American narrative film from 1960 to present.

6871 Broadcast and Cable Management (3) Theories of management; special problems and situations confronting managers of broadcast and cable outlets, including personnel, engineering operations, programming, and sales functions. PREREQUISITE: COMM 3800.

6891 Producing and Directing for Film and Video (3) Research and script preparation; budgeting and production management; working with actors and crew. PREREQUISITE: Minimum grade of C in COMM 3824 or permission of instructor.

6960 Documentary Writing (3) Writing for nonfiction media.

6970 Screenwriting (3) Writing for fiction film and television. Basic dramatic theory, narrative structure, characterization, dialogue, adaptation and unique demands of audio/visual media.

†**7001/8001 Research Assistantship (3)** Assisting professors with research projects. May be repeated for a maximum of 12 credit hours. PREREQUISITE: Graduate research assistant status in Department of Communication.

†**7002/8002 Intermediate Teaching Techniques for Graduate Assistants (3)** Overview and practical demonstrations of the art of teaching oral communication; discussion of instructional issues including the role of race, ethnicity, and nationality in classroom interactions. May be repeated for a maximum of 12 credit hours. PREREQUISITE: Graduate teaching assistant in Department of Communication.

†**7003/8003 Advanced Teaching Techniques for Graduate Assistants (3)** Discussion of pedagogy for the traditional classroom and other instructional settings (e.g. corporate training); may include interning in and teaching courses in addition to oral communication. May be repeated for a maximum of 12 credit hours. PREREQUISITE: Graduate teaching assistant in Department of Communication.

7012/8012 Seminar in Health Communication (3) (Same as ENGL 7012/8012). Examines current issues in health communication research, including patient-provider relationships, new technologies and health promotion, and health organizations. May be repeated for a maximum of 9 credit hours.

7013/8013 Seminar in Political Communication. (3) Survey of critical and rhetorical theories of contemporary US political discourse; examines relationships among rhetoric, culture, and state power; assignments lead toward preparation of manuscript for eventual publication. May be repeated for a maximum of 9 hours credit.

7014/8014 Public Health Communication (3) Explores the communication processes and practices that can be used to promote positive change in health behaviors, including the rhetorical exigencies inherent in public health care communication, the various formats for disseminating medical information, and the specific audience needs that health care communication must address.

7016/8016 Health Communication Campaigns (3) Explores the communication processes and practices that can be employed to promote positive social change, particularly in the context of public health.

7321/8321 Communication Theory (3) Theories, models, and approaches to study of communication.

7322/8322 Persuasion and Interpersonal Influence (3) Topical seminar examining how people use communication to alter attitudes and behaviors of others in public and face-to-face settings; covers various social-scientific theories and research areas of persuasion and interpersonal influence. May be repeated for maximum of 9 hours.

7331/8331 Seminar in Communication Theory (3) Specific topics, issues, and research in communication theory. May be repeated for a maximum of 9 hours credit.

7332/8332 Seminar in Communication Research (3) Examination of particular methodologies in communication research. Content will vary in response to current issues in the field. May be repeated for a maximum of 9 hours.

7350/8350 Rhetorical Theory (3) (Same as ENGL 7350/8350). History of rhetoric from the sophists through the present; may include reading from Isocrates, Plato, Aristotle, Cicero, Augustine, Erasmus, Ramus, Campbell, Blair, John Q. Adams, and others.

7362/8362 Seminar in Public Address (3) Intensive study of selected topics in the analysis and criticism of public arguments; emphasis on cross-cultural comparison of arguments and appeal in common rhetorical situations. May be repeated for a maximum of 6 hours credit.

7369/8369 Seminar in Organizational Communications (3) Selected variables of organizational communication with emphasis on methods of analyzing and auditing communication within the organizational setting. May be repeated for a maximum of 9 hours credit.

7371/8371 Rhetorical Criticism (3) (Same as ENGL 7371/8371). Examines principal modes of contemporary rhetorical analysis. PREREQUISITE: Permission of instructor for non-degree-seeking students.

‡**7374/8374 Independent Studies in Communication Arts (1-3)** Independent research in areas of special interest including rhetoric, radio, television, and film. May be repeated for a maximum of 9 hours. PREREQUISITE: Permission of the instructor.

7432/8432 Quantitative Research Methods (3) (Same as ENGL 7432/8432). Survey of quantitative research in communication; practical experience in collecting and analyzing quantitative information.

7434/8434 Qualitative Research Methods (3) Survey of qualitative research in communication. Practical experience in collecting and analyzing qualitative information.

7450/8450 Seminar in Interpersonal Communication (3) Selected examination of theory about one-on-one interactions, related research, and application of that theory and research in diverse interpersonal contexts. May be repeated for a maximum of 9 hours credit.

7460/8460 Seminar in Group Communication (3) Examination of the theoretical and methodological approaches to the study of group communication focusing on both the task and relational orientations of group interaction. May be repeated for a maximum of 9 hours credit.

7472/8472 Organizational Culture and Change (3) Examination of the wide variety of theoretical and methodological approaches to culture, identification of types of organizational cultures, and tracking cultural evolution.

7474/8474 Supervisory Communication and Leadership (3) Examination of the communication issues, strategies, and concepts involved in supervisory communication effectiveness. Review of current research regarding supervision, leadership, and teams.

7616/8616 Contemporary Rhetorical Theory (3) Examines the relationship between rhetorical theory and contemporary philosophy, especially post structuralism, neo-pragmatism, and hermeneutics.

7621/8621 Seminar in Argumentation (3) (Same as ENGL 7621/8621). Examines historical and contemporary argumentation theories and how those theories are incorporated into teaching oral argumentation and composition.

7632/8632 Seminar in Rhetorical Criticism (3) Examination of the principal modes of contemporary rhetorical analysis such as Neoclassical, Burkean, Feminist, Cultural/Critical, and Poststructuralist. Repeatable for 9 hours.

7802/8802 Seminar in Film Criticism (3) Intensive study of selected periods, genres, or filmmakers with emphasis on independent research project. May be repeated for a maximum of 9 hours.

7804/8804 Seminar in Media Theory and Criticism (3) Major critical approaches to media form and content; emphasis on film and television. May be repeated for a maximum of 6 hours.

7806/8806 Seminar: Trends in Mass Communication (3) Critical issue or issues facing communications today. Topics will vary each time offered. May be repeated for a maximum of 6 credits.

7808/8808 Seminar: Mass Communication and Society (3) Interrelationships between mass communications, the individual, and society. Topics will vary each time offered. May be repeated for a maximum of 6 credits.

7809/8809 Seminar in Communication History (3) Selected topics in history of communication, including public address, film, broadcasting, and electronic media. May be repeated for a maximum of 6 hours.

7815/8815 Seminar in History of Rhetoric (3) (Same as ENGL 7815/8815). Examines different periods and issues of rhetorical history each semester; one semester will consider Greek rhetoric (beginnings through New Testament); another will consider Latin rhetoric (Cicero through Renaissance); a third will cover Scottish, British, and American rhetoric. May be repeated for a maximum of 9 hours when topic varies.

7819/8819 Rhetoric of Science (3) (Same as ENGL 7819/8819). Examines traditional equation of science with knowledge and process by which historically based case studies of science writing and studies of technology can yield insight into the rhetorical dimensions of science.

7820/8820 Topics in Rhetoric (3) (Same as ENGL 7820/8820). Topical seminar devoted to an important aspect of the history, theory, or criticism of rhetoric. May be repeated for a maximum of 9 hours when topic varies.

‡**7892 Film and Video Production (1-3)** Workshop for film and video production. Students write, produce, direct, or assume crew responsibilities on productions. May be repeated for a maximum of 6 credits. See departmental guidelines for independent production requirements and procedures. PREREQUISITE: COMM 3824 or permission of instructor.

7991 Seminar in Comparative Media (3) To demonstrate through intensive analysis what happens to the form and content of a creative work in its various adaptations: novel, condensation, stage, movie, and television. Open to all Theatre and Dance, Communication, and English majors.

‡**7993/8993 Special Problems (1-3)** Directed individual investigation of special research projects not included in thesis.

†**7994/8994 Culminating Project (3)** Culminating research project in lieu of a thesis.

†**7995/8995 Production Practicum. (3-6)** Creative performance or production project suitable for public presentation and/or a practical application. Project to be determined in consultation with and directed by the student's supervisory committee.

†**7996 Thesis (1-6)**

†**8992 Pro-Seminar (3-6)** Preparation of prospectus for doctoral dissertation; topic will be approved by student's advisory committee. Specific course requirements vary depending on nature of topic, research methodology, and progress toward completion. Students must complete at least 3 credit hours of this course to be eligible to take qualifying examinations.

†**9000 Dissertation (1-9)** For students who have passed their comprehensive exam and have an approved prospectus to write their dissertation under the direction of their advisor.

† Grades of S, U, or IP will be given.

‡ Grades of A-F, or IP will be given.

Graduate Faculty

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(901)678-3173 ssarkela@memphis.edu

Dr. Craig Stewart (Asst.)

Dr. Antonio Raul de Velasco (Asst.)
(901)678-3185 adevelsc@memphis.edu

Dr. Amanda Young (Asst.)
(901)678-3612 ajyoung@memphis.edu

Useful Contacts at the Univ. of Memphis

Apply to U of M Grad School

<http://academics.memphis.edu/gradschool/applicant.html>

Tuition and fees for *on campus* grad students

<http://bf.memphis.edu/finance/bursar/feepayment.php>

Forms and Info about U of M Graduate Programs

<http://academics.memphis.edu/gradschool/>

To request Readmission after sitting out a fall or spring semester

<http://academics.memphis.edu/gradschool/readmission.html>

Graduate Admissions Office

Wilder Tower, room 201
(901) 678-2911

How to Register for Classes

my.memphis.edu/cp/home/displaylogin
or, call Student Information Services at (901) 678-2810

Communication and Fine Arts

Associate Dean for Graduate Studies and Research

Dr. Moira Logan
Comm. Fine Arts Building, room 232
mlogan1@memphis.edu
(901) 678-2350

Graduate Financial Aid

Deborah Ann Brown
dbrown@memphis.edu
(901) 678-3737 [try e-mail first]
See also p. 35 of this handbook

Graduate Thesis/Dissertation/Graduation analyst

Michelle Stout
Administration Bldg., room 309
mstout@memphis.edu
(901) 678-3560

Office of Residence Life

Richardson Towers, Room 011
(901) 678-2295
www.memphis.edu/reslife
reslife@memphis.edu [e-mail]

Financial Aid and Scholarships

Wilder Tower, room 103
(901) 678-4825
www.enrollment.memphis.edu/financialaid
See also p. 35 of this handbook and:
<http://academics.memphis.edu/gradschool/gainfo.html>

Work-Study Program [Financial Assistance]

Wilder Tower, room 103
Senese Duhart
(901) 678-2271
sduhart@memphis

Accessing U of M Computers

Room 124, Administration Building
(901) 678-8888

Human Subjects (Institutional Review Board)

Susie Hayes
Administration Bldg., Room 315
(901) 678-2533
slhayes@memphis.edu
See procedures at: <http://academics.memphis.edu/irb/>

Veterans Office

Wilder Tower, Room 003
(901) 678-2996

Student Health Services

Jacqueline De Fouw, MSN, RN
(901) 678-3320
www.people.memphis.edu/~health

Campus Map: <http://map.memphis.edu/>

Special Online Contacts

Tuition questions

Alecia Lawrence
alawrenc@memphis.edu

Library Contacts

exlibris.memphis.edu

Computer Access / problems

is.memphis.edu/support

Special Contacts for International Graduate Students

International Student Adviser

Clar Nunis
csnunis@memphis.edu
(901) 678-4271

Center for International Programs and Services [for International students]

Rebecca Laumann
Brister Hall, Room 120
(901) 678-2814
rlaumann@memphis.edu

Immigration issues:

Arda Beskardes
abeskrds@memphis.edu

Financial Aid Checklist

Graduate student financial aid awards are only offered to individuals who have been admitted as a **degree-seeking student** to the university.

- ❑ To learn more about the different type of loans, work programs, scholarships and alternative loans:
<http://www.enrollment.memphis.edu:80/FinancialAid/aidprog2.html>
- ❑ For advice on financial aid:
<http://www.enrollment.memphis.edu:80/FinancialAid/advice.html>
- ❑ Financial aid forms are at:
<http://www.enrollment.memphis.edu:80/FinancialAid/forms.html>
- ❑ To find out your financial aid counselor, visit this website:
<http://www.enrollment.memphis.edu:80/FinancialAid/contact.html>
- ❑ Please return any requested documents to the Office of Financial Aid in a timely manner. If you would like to know whether we received any requested documents please contact the Financial Aid office at 901-678-3649 or 901-678-3737.
- ❑ Make sure you review your paper award letter, which is mailed to each student who is awarded any type of financial aid from our institution. Only return this document to the Financial Aid office if you are making changes or do not wish to receive some or all of the programs offered to you.
- ❑ You can access your financial aid status and award information through **Spectrum**. Once you get into **Spectrum**. Select **Account\$** and look under **Financial Bookmarks**.
- ❑ Remember to complete your United States taxes early each year so you can complete the Free Application for Federal Student Aid (FAFSA). Keep copies of your tax returns in case our office requests them.
- ❑ The school code number is **003509**. You will need to know this for the application.
- ❑ Make sure you file a FAFSA each year as early as possible after January 1. To file a FAFSA online visit this website: <http://fafsa.ed.gov>

- The deadline dates to submit your FAFSA can be found at:
<http://www.enrollment.memphis.edu:80/FinancialAid/whento.html>

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103 Wilder Tower
Memphis, TN 38152-3520

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901-678-4825 office
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Background

The professional code that is presented here traces its origins to an Educational Policies Board (EPB) project (initiated under the leadership for former chair Jo Sprague). Since then, the EPB, the Research Board, the Publications Board, and the Interboard Committee have continued it as a project and contributed to its present form. The project has received considerable staffing assistance from the National Office, most notably from Bill Eadie.

The impetus for the development of the code was two fold. The National Office had previously reported that it received calls from members asking for guidance on issues related to professional conduct. In the absence of an approved code, the National Office was not able to respond to the requests. Second, the leadership of NCA expressed the opinion that the development of such a code was a basic responsibility of a professional association.

The process employed to develop the code has involved several steps. First, individual codes were developed separately by each of the three boards that constitute the Interboard Committee. The National Office combined those three sections into a single document that contained considerable overlap and some gaps in content.

Next, the National Office staff reviewed the existing literature on ethics, professional codes, and codes published by other academic associations. The NCA draft was modified when necessary to incorporate ideas found in this literature. It should be noted that the draft NCA code borrows heavily from the one published by the American Sociological Association (with permission from ASA). In all cases, the additions drawn from the literature and from other associations were reviewed by the three boards and were modified when necessary to reflect issues related to the communication discipline.

Simultaneous with the review of published material from other associations was the review of focus groups conducted by NCA members during the 1997 convention. Members were asked to comment upon the need for a code and for specific issues that should be addressed. This input was also used to draft the NCA code and was reviewed by the three boards. Next, the draft code was reviewed by members of the Communication Ethics Commission at their summer conference at Gull Lake. Individual members of that group also consulted directly on the drafting of the code. The Summer Conference to develop a Credo on Communication Ethics was a result of the involvement of the commission in the professional code project.

Finally, a draft of the code was published on the NCA web site, and members were asked to make comments and suggested changes. Those changes were incorporated into a new draft which was then submitted to the three boards for review. The AC reviewed the Code and suggested further changes in wording prior to submitting the code to the Legislative Council for their consideration.

The code

The National Communication Association believes that responsible behavior is a hallmark of professionalism in communication. We believe that responsible behavior is guided by values such as:

- integrity
- fairness
- professional and social responsibility
- equality of opportunity
- confidentiality
- honesty and openness
- respect for self and others
- freedom and safety

The guidelines that follow offer means by which these values can be made manifest in our teaching, research, publications, and professional relationships with colleagues, students, members of the community, and in society as a whole.

This code and its guidelines are intended to remind those in the discipline of accepted standards of professional conduct, and they serve at least three broad functions:

- to highlight professional responsibilities and issues relevant to members of the communication discipline;
- to stimulate personal reflection as well as public discussion of the professional implications of our disciplinary goals and practices; and
- to set forth behaviors that are appropriate for communication professionals.

Teaching

Our primary responsibilities as communication teachers rest in being knowledgeable, communicating what we know in a fair and accurate manner, acting as role models for

students, and establishing relationships with students that enhance learning and encourage students to behave responsibly.

Integrity

Most important is the area of academic integrity. As teachers, we maintain high standards of academic integrity by:

- Teaching only those courses for which we have academic preparation, and/or appropriate support and supervision when relevant; that is, preparation in the subject matter area and knowledge of current thinking and research related to the course material.
- Encouraging students to become engaged in learning, to think critically about the material they encounter, whether through readings, web searches, lectures, or other means of acquiring information, to reflect on what they learn and, when appropriate, to disagree with what is presented; and to participate as/when appropriate with faculty and other students in research projects and activities.
- Acknowledging scholarly debates where they exist and helping students understand the nature of scholarly controversy, while giving due consideration to the premise that not all ideas are inherently equal or worthy of support and acceptance.
- Engaging in classroom practices only to the extent that one is qualified to do so. In designing classroom activity, communication teachers avoid putting students at psychological or emotional risk.
- Using with care exercises or assignments that may conflict with the closely-held values of students.
- Communication teachers display personal integrity in the classroom by their own use of responsible behaviors and by refusing to encourage or tolerate irresponsible behavior.

Fairness, freedom and safety

As communication teachers, we strive to treat all students fairly; we model fairness in the classroom and require that students value fairness by insisting on respectful and civil expression when discussing differing viewpoints. We encourage listening to others and presenting ideas as accurately as possible, given constraints on information and judgment, while acknowledging differences in points of view and personal biases. We provide, and encourage students to provide, constructive feedback to others in the class while acknowledging the value of opposing arguments and evidence. We try to foster freedom of expression and a safe classroom environment in which students communicate candidly and thrive intellectually.

Respect for self and others

We respect and honor the responsible presentation of ideological and culturally-based differences in communication styles in and outside the classroom. That respect calls for encouraging students to communicate in multiple ways, depending on what is most appropriate and effective for given contexts and communication goals. We strive to treat all students with respect while recognizing how our personal pre-dispositions or biases may influence our interactions with students.

Confidentiality, honesty and openness

We demonstrate respect for students by acts of confidentiality, keeping grades and other personal information about students as private as possible given cultural and legal conventions governing such matters. In educational and professional matters we are honest and open: we present course objectives and requirements fully and communicate clear criteria for grading and evaluating student achievement. We present ourselves honestly and openly to students and others as professional circumstances warrant, in particular through accurately describing our professional credentials, qualifications, and knowledge.

Equality of opportunity

We endeavor to assess student learning using methods and instruments that give students a fair opportunity to demonstrate their knowledge and understanding. We make every effort to accommodate the needs of students with learning disabilities. We assess students' work based on the quality of content, and on the argument made for the interpretation offered.

Research and Creative Activity

Communication research and creative activity takes many forms, but there are principles that apply to a communication researcher, no matter what form of research is utilized. The ethics of social scientific research has received attention from other scholarly societies, because those studies rely most heavily on the interaction between researcher and person(s) being researched. This document will be accessible through NCA's website (www.natcom.org). The website will contain links to organizations whose guidelines provide additional detail with respect to research protocols. Researchers are encouraged to review guidelines from professional associations as relevant to their research and creative activity interests.

Some principles of particular relevance to the research practices of communication researchers need to be articulated, however.

Integrity

The goal is to generate knowledge about communicative phenomena in which both the scholarly community and the public can have a high level of confidence.

Confidentiality

Researchers and those engaged in creative activity should uphold the confidentiality and autonomy of participants as set forth in informed consent documents sanctioned by an institution's "use of human subjects" protocols.

Professional responsibility

Professional responsibility requires that communication researchers know and comply with the legal and institutional guidelines covering their work. They do not use the work of others as their own, plagiarizing others' ideas or language or appropriating the work of others for which one serves as a reviewer. Criticism of another's language, ideas, or logic is a legitimate part of scholarly research, but communication researchers avoid ad hominem attacks. Avoiding personal attack does not mean that critics or reviewers refrain from commenting directly and honestly on the work of others, however. Communication researchers share credit appropriately and recognize the contributions of others to the finished work. They also decide through mutual consultation whether authors should be added or deleted from the finished product.

Honesty and openness

- Responsibility to others entails honesty and openness. Thus, communication researchers:
 - Obtain informed consent to conduct the research, where appropriate to do so.
 - Avoid deception as part of the research process, unless the use of deception has been approved in advance by an appropriate review body.
 - Provide adequate citations when available and relevant in research reports to support theoretical claims and to justify research procedures.
 - Disclose results of the research, regardless of whether those results support the researcher's expectations or hypotheses.
 - Do not falsify data or publish misleading interpretations of events or of results.
 - Report all financial support for the research and any financial relationship that the researcher has with the persons or entities being researched, so that readers may judge the potential influence of financial support on the research results.
 - Accurately reveal assumptions made in advancing specific interpretations of historical events.

Social responsibility

Likewise, the value of social responsibility mandates that communication researchers who work with human subjects honor their commitments to their subjects. Those who work with communities honor their commitments to the communities they research.

Publication

Professional responsibilities in the scholarly publication process exist for authors, editors, and reviewers. The author's primary responsibility rests in presenting a well-supported, cogently argued, and stylistically 'clean' manuscript for review. The editor's and the reviewer's responsibilities rest primarily in insuring that the author's work receives a fair review and an opportunity for publication based on as fair an evaluation of the merit of the work as possible, irrespective of ideological differences that may be present.

Professional responsibilities for each of these three groups of participants in the publication process will be addressed in turn.

For Authors

Professional responsibility. Authors have an obligation to submit their work to professional conventions or to scholarly journals according to the guidelines set forth by the publication or convention call for papers.

Integrity. Authors have an obligation to acknowledge properly those who contributed to the research. Authors also have an obligation to submit their work to only one scholarly journal (after review, authors may then decide whether to revise, if that is an option, or to send the specific work to another journal). In addition, authors have a responsibility to send a paper to only one programming unit of a convention or conference. Editors or convention planners must not be put in the position of allowing an author to choose between two venues after each has evaluated the work as acceptable for publication or presentation. Submission of a paper to a professional conference implies that the author intends, should the paper be programmed, to register for the conference, pay appropriate conference fees, and appear at the scheduled time and place to present the paper.

Honesty and openness. If portions of the submitted work have been presented or published previously, the author has an obligation to note that fact, and the editor or planner has an obligation to take this disclosure into account in deciding whether to accept the present version of the work.

Equality of opportunity. Authors have an obligation to communicate in a manner that makes their work accessible to the community for which it is intended.

For Editors and Program Planners

Fairness. Editors and planners have an obligation to select associate editors and manuscript reviewers based on scholarly acumen, accomplishments and should aim to build a board that reflects openness to various methodologies, topics, and theoretical perspectives. Reviewers should represent a diversity of gender, ethnicity, and cultural backgrounds. Editors and planners also should select manuscript reviewers who are qualified to review the submission, able to render a fair judgment, and have no relationship with the author that might bias judgment. Where ideological differences may be expected to be an issue, editors and planners should be guided by perspectives that take such differences into account in their evaluations.

Confidentiality. Depending on the standards adopted by the specific journal or academic community, "blind review" may be inappropriate manner in which to conduct the review process. Editors and planners should honor the reviewer's request to be identified or remain anonymous if anonymity is an accepted standard for that specific publishing venue.

Professional responsibility. Editors and planners have an obligation to forward submissions to the reviewers in a timely fashion and to monitor the review process to insure that reviews are returned in a timely fashion. If a manuscript's review exceeds the amount of time normally allotted to review, an editor should notify the author of the review's progress and should take steps to insure that a speedy conclusion to the review process is reached.

Honesty and openness. In communicating a decision to the author, editors and planners should provide copies of reviewers' comments where appropriate, explain the basis or reasons for the decision, and maintain a professional demeanor toward the author and the work.

Integrity. Editors should maintain accurate records of their expenditures and use subsidies from sponsoring organizations solely for publication and editorial expenses.

For Manuscript Reviewers

Fairness. Reviewers should acknowledge any factors that might unfairly influence their assessment of a manuscript and promptly return that manuscript so that it might be sent to a different referee.

Respect for self and others. Reviewers should render judicious, professional assessments and evaluations, devoid of personal attacks. Reviewers should thoroughly elucidate the reasons for their recommendations and provide constructive criticism and advice for the benefit of the author.

Professional responsibility. Reviewers should submit their reviews in a timely manner or notify the editor or planner why a delay is necessary. Necessary delays should be minimal in length.

Integrity. Reviewers are obligated to advise the editor or planner of any elements in the manuscript that may be unethical, unprofessional, or of questionable validity.

Creative Scholarship

Professional responsibility. Creative scholars have an obligation to submit their work to professional outlets according to the guidelines set forth by those inviting an exhibit or soliciting submissions through an open call.

Integrity. Creative scholars have an obligation to acknowledge properly those who contributed to the creation of a piece of work or project.

Honesty and openness. If earlier versions of the submitted work have been shown previously, the creative scholar has an obligation to note that fact, and the exhibitor may take this disclosure into account in deciding whether to accept the present version of the work.

Equality of opportunity. Creative scholars have an obligation to communicate in a manner that makes their work accessible to the community for which it is intended.

Exhibit Planners

Confidentiality. Depending on the standards adopted by the specific call for submissions, "blind review" may be an appropriate manner in which to conduct the review process. Planners should honor the reviewer's request to be identified or remain anonymous if anonymity is an accepted standard for that specific venue.

Professional responsibility. Planners have an obligation to forward submissions to reviewers in a timely fashion and to monitor the review process to insure that results are returned in a timely fashion. If a review exceeds the amount of time normally allotted, a planner should notify the creative scholar of the review's progress and take steps to insure that a speedy conclusion to the review process is reached.

Honesty and openness. In communicating a decision to the author, planners should provide copies of reviewers' comments where appropriate, explain the basis or reasons for the decision, and maintain a professional demeanor toward the creative scholar and the work.

Professional Relationships

Members of the National Communication Association are most likely to be employed at institutions of higher education as faculty members or administrators or be students at such institutions. Members have a responsibility to make appropriate and effective contributions of service to their campuses and their communities in accordance with the demands of their respective institutions.

NCA members employed outside of academia may be governed in their professional conduct by the standards of other groups (e.g., the American Society for Training and Development). Those in academic settings may be governed by codes of behavior adopted by their institutions, in addition to the guidelines stated here.

Because communication scholar/teachers value responsibility in interactions with others, it is appropriate to comment in this code on three kinds of professional relationships, those among: faculty and students, faculty colleagues, and employers and employees.

Faculty and Students

Respect for self and others. Inherently, faculty members serve as mentor, guide, counselor, advocate, and judge of a student's work. Faculty and students may become friends in the process; nevertheless, their respective roles as teacher and student require maintaining a professional attitude, with respect to evaluating the student's work.

Honesty and openness. Faculty members and students should be honest with each other and avoid manipulating the other person's perspectives or emotions to serve their own ends. Faculty must be sensitive to the differing needs of students and mentor and advise accordingly. Mistakes may be made, but faculty members should insure that their advice is as accurate and responsive as possible.

Integrity. When faculty members and students work closely, emotional attachments may sometimes form. While there is nothing inherently unethical about these attachments, it is easy to forget the unequal nature of the relationship under those conditions. Since students are usually more vulnerable in these relationships, it is the faculty member's responsibility to maintain a high degree of personal integrity in all dealings with students. Romantic relationships between faculty and staff, or faculty and students, when both are involved in the same unit or class related work, are problematic for both parties; such relationships should conform to relevant institutional policies.

Faculty Colleagues

Professional responsibility. Whatever their differences, faculty colleagues have an obligation to work together in the best interests of their department, students, and the discipline. Communication faculty members have an obligation to treat each other professionally and to manage--if not resolve--their conflicts. They have an obligation to separate personal and political dislikes from reasoned judgments of proposals advocated by other faculty members.

Employers and Employees

Honesty and openness. Candidates for positions have an obligation to state their qualifications honestly and to include all material about themselves that is relevant to the decision process.

Integrity. Applicants should pursue a particular position only so long as they have an interest in that position, and not in order to provide themselves with a better bargaining position with other employers. If they accept one position, they should remove themselves from other positions for which they are being considered.

Fairness. Employers have an obligation to treat all candidates fairly, to adhere to principles of equality of opportunity, and to provide accurate and clear information about the position and the status of the search process.

Professional responsibility. All faculty members have rights to due process whenever they or their behaviors are scrutinized for any employment-related reason. Probationary and temporary faculty should be fully informed of the terms and conditions of their employment, and probationary faculty members should be advised in clear terms what they will need to do to achieve tenure. Faculty colleagues have an obligation to evaluate each other in accordance with the criteria in place for tenure and promotion. Faculty members who may have a conflict of interest in an employment or promotion/tenure decision should withdraw from the process of making that decision. Department chairs and other administrators are governed by standards appropriate to their respective roles, and in keeping with institutional criteria, with regard to hiring, retention, tenure, and promotion processes.

Community Service

Finally, we accept our professional and social responsibilities as communication educators by endeavoring to improve public understanding of communication theory, research, and practice. When the opportunity presents itself, we provide information and instruction to

students and others about ethical communication and how to think and behave as ethical communicators.

Those so inclined should extend their professional expertise to the non-academic community in the interest of solving community problems and enriching society. As citizens of a community, however, we should avoid undertaking excessive obligations which might distract us from our primary obligations to our students or violate our institutions guidelines for such activity. Extra income that may be obtained from such community service should be reported accurately in keeping with institutional guidelines.

Conclusion

Members of the communication discipline have a special obligation to model responsible communication practices. Communication scholars are particularly concerned with free and responsible communication among all members of society. The principles set forth in this document represent general agreements on principles and procedures at the time this code was adopted and as such are subject to later modification. While disagreements will occur about whether and how these principles will apply to specific cases, our obligation to behave as responsible communicators and to model such communication behavior for others will remain constant.

DEPARTMENT OF COMMUNICATION

M.A. PROGRAM ADVISORY COMMITTEE FORM

This Department of Communication form identifies the chair and members of a student's M.A. program advisory committee. Once completed, it should be submitted to the Department Chair for approval. Once approved, it will be placed in the student's file. The Graduate School does not receive a copy of this form.

This form replaces the Thesis/Dissertation Faculty Advisory Committee form (from the University Council for Graduate Studies and Research) that is currently used for this purpose. The Thesis/Dissertation Faculty Advisory Committee form should and must be completed when the student's M.A. thesis committee is formed.

Date: _____

Student's Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Social Security No.: _____

Program (Commun. Or Film/Video): _____

Committee Appointments:

Printed Name

Signature

Chair: _____

Members: _____

Dept. Chair Approval _____

DEPARTMENT OF COMMUNICATION: Ph.D. PROGRAM ADVISORY COMMITTEE FORM

This Department of Communication form identifies the chair and members of a student's Ph.D. program advisory committee. Once completed, it should be submitted to the Department Chair for approval. Once approved, it will be placed in the student's file. The Graduate School does not receive a copy of this form.

This form replaces the Thesis/Dissertation Faculty Advisory Committee form (from the University Council for Graduate Studies and Research) that is currently used for this purpose. The Thesis/Dissertation Faculty Advisory Committee form should and must be completed when the student's Ph.D. dissertation committee is formed.

Date: _____

Student's Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Social Security No.: _____

Committee Appointments:

Printed Name

Signature

Chair: _____

Members: _____

Dept. Chair Approval _____

BELOW IS A LINK TO GRADUATE SCHOOL FORMS:

[HTTP://ACADEMICS.MEMPHIS.EDU/GRADSCHOOL/FORMS1.HTML](http://academics.memphis.edu/gradschool/forms1.html)

Master's Plan of Study
Amanda Gresens
University of Memphis

Degree:

Bachelor's of Science in Communication and Media, State University of New York at New Paltz, 2004

Area of Emphasis:

I am focusing on a variety of areas based in rhetorical studies. My studies include rhetorical theory, public address, political communication, as well as gender and communication,

Statement of Purpose:

I believe that understanding gender and communication as well as women's rhetoric is an important part of understanding our society today as well as our history. My studies allow me to look deeper into gendered communication in order to analyze the rhetoric of female politicians and women's social movements. Studying rhetoric allows me to see how female politicians navigate the male-dominated political arena, and look deeper into how female-dominated social movements function rhetorically.

Upon earning a Master's degree, my goal is to teach introductory and lower level communication courses, gaining valuable life experiences before pursuing a PhD, with the goal of teaching communication courses at the university level.

Timetable for Completion of Degree Work:

I was accepted in to the Master's program at the University of Memphis in Fall 2008. I plan to finish my degree in the Spring of 2010, when I will present and defend a thesis.

Proposed Thesis Topic:

First Lady and Surrogate: Eleanor Roosevelt's Presidential Campaign Rhetoric, 1932-1945. This thesis will focus on how Eleanor Roosevelt acted as a campaign surrogate for her husband, President Franklin D. Roosevelt, during his presidential campaigns in the years of 1936, and 1940, the years of her highest activity.

Advisory Committee:

Sandra Sarkela, PhD, Chair
Antonio de Velasco, PhD
Janann M. Sherman, PhD

Required Courses (6 hours):

Rhetorical Theory COMM 7350
Communication Theory COMM 7321

Communication and Rhetorical Studies (30 hours):

Topics in Rhetoric, Rhetorical Pedagogy COMM 7820
Seminar in Argumentation COMM 7621
Seminar in Public Address COMM 7362
American Eloquence COMM 6360
Seminar in History of Rhetoric COMM 7815
Contemporary Rhetorical Theory COMM 7616
Special Topics, Rhetoric of Cultural Studies COMM 7820
Rhetorical Criticism COMM 7371
Thesis COMM 7996 (6 hours)

Schedule of Classes:

Fall 2008	COMM 7350 Rhetorical Theory	3hr
	COMM 7820 Topics in Rhetoric, Rhetorical Pedagogy	3hr
	COMM 7621 Seminar in Argumentation	3hr
	COMM 7001 Research Assistantship	<u>3hr</u>
		Cumulative 12 hrs
Spring 2009	COMM 7362 Seminar in Public Address	3hr
	COMM 6360 American Eloquence	3hr
	COMM 7815 Seminar in History of Rhetoric	3hr
	COMM 7002 Intermediate Teaching Techniques	<u>3hr</u>
		Cumulative 24 hrs
Fall 2009	COMM 7371 Rhetorical Criticism	3hr
	COMM 7616 Contemporary Rhetorical Theory	3hr
	COMM 7996 Thesis	3hr
	COMM 7002 Teaching Assistantship	3hr
		Cumulative 36 hrs
Spring 2010	COMM 7820 Special Topics, Rhetoric of Cultural Studies	3hr
	COMM 7321 Communication Theory	3hr
	COMM 7996 Thesis	3hr
	COMM 7002 Teaching Assistantship	<u>3hr</u>
		Cumulative 48 hrs

I approve this plan of study for Amanda Gresens

Committee Member Signatures

Date

Sandra Sarkela

Antonio de Velasco,

Janann Sherman

Master's Plan of Study
Steven Medlock
University of Memphis

Degree:

Bachelor's of Arts in Corporate and Organizational Communication, Western Kentucky University, Fall 2006

Area of Emphasis:

I am focusing on attaining my M.A. in communication with an emphasis in rhetorical studies and its application to sports.

Statement of Purpose:

Whether merited or not, media coverage of sports rivals that of the attention given to politics. Understanding the framework in which media covers sport deserves attention.

With the Combination of communication and sport, my Master's program will satisfy two of my greatest passions in life into one. I hope to be able to apply my knowledge of language to a job in the sports media field.

I believe no matter what I do after earning my Master's from the University of Memphis, I will be better equipped to handle all that I encounter. The skills I hope to gain throughout my time in this program will prepare me to succeed in whichever field I may choose to work in.

Timetable for Completion of Degree Work:

I began my program in the Fall of 2007 and plan on taking my comprehensive exams at the end of the Spring semester in 2009.

Proposed Committee:

Antonio de Velasco, PhD, Chair
Grey Matthews, PhD
Sandy Sarkela, PhD

Required Courses:

Rhetorical Theory COMM 7350
Communication Theory COMM 7612

Schedule of Classes:

Fall 2007

COMM 7350	Rhetorical Theory	3 hr
COMM 6013	Communication in Political Campaigning	3 hr
COMM 6340	Listening	<u>3 hr</u>
		Cumulative 9 hrs

Spring 2008

COMM 7371 Rhetorical Criticism	3 hr
SLC 7603 Administration in Athletics	3 hr
COMM 7807 Mass COMM and Society	<u>3 hr</u>
	Cumulative 18 hrs

Fall 2008

COMM 7331 Communication Theory	3 hr
COMM 7322 Persuasion & Interpersonal Influence	3 hr
COMM 7441 Sponsorship	<u>3 hr</u>
	Cumulative 27 hrs

Spring 2009

COMM 6362 Place, Community and Communication	3 hr
PRST 7100 Prof Environ/Issues/Ethics	3 hr
COMM 7440 Promotion and Information	<u>3 hr</u>
	Cumulative 36 hrs

Spring 2009 Comprehensive Exam Areas developed in conjunction with Advisory Committee Fall 2008:

- a. Rhetorical Theory and Criticism Prof. Sarkela (2 hours)
- b. Listening Prof. Mathews (2 hours)
- c. Political Communication Prof. de Velasco (2 hours)
- d. Integrative Question Prof. de Velasco (2 hours)

Sample Film/Video Graduate Plan of Study

1. For students coming into the program with a production and studies background.

FALL

7350 Rhetorical Theory
6824 Cinematography/Videography
7374 Independent Studies (in Film History)

SPRING

7321 Communication Theory
6891 Producing and Directing
6970 Screenwriting

FALL

7802 Seminar in Film Criticism
7374 Independent Studies (in Film Studies. Often includes “sitting in” in appropriate classes) or 7000 level elective.
7892 Film and Video Production

SPRING

7994 Culminating Project
7892 Film and Video production OR 7000 level elective
7804 Seminar in Media Theory and Criticism

2. For students without a background in production.

FALL

3823 Motion Picture Production I
7350 Rhetorical Theory
6850 Film History I

SPRING

3824 Motion Picture Production II
6891 Producing and Directing
6970 Screenwriting

FALL

7802 Seminar in Film Criticism
7321 Communication Theory
6824 Cinematography/Videography

SPRING

7892 Film and Video Production
7374 Independent Studies (in Film History)

7804 Seminar in Media Theory and Criticism

FALL

7994 Culminating Project

7374 Independent Studies (in Film Studies. Often includes “sitting in” in appropriate classes) or 7000 level elective.

7892 Film and Video Production

PhD Program of Study
Mittie K. Carey
University of Memphis
May 7, 2009

Committee

Dr. Sandra J. Sarkela, Chair
Dr. Valerie Bridgeman (Outside Member)
Dr. Michael Leff
Dr. David G. Matthews

Degrees

B.S. Marketing, Christian Brothers University, Memphis, TN, 1998
M.Div. Memphis Theological Seminary, Memphis, TN, 2004

Area of Emphasis

Rhetorical criticism and theory

Professional and Academic Goals

I intend to conduct research in the areas of rhetorical criticism and theory and to teach in a university setting. More specifically, I am interested in the rhetoric of African American female clergy during and since the Civil Right Era and how they integrate (d) their religious and political voices in the fight for social justice.

Tools

I intend to employ critical approaches to their rhetoric including (but not limited to) close hermeneutical and historical analyses and rhetorical criticism.

Residency

I currently reside in the Memphis area and will continue to do so while completing my coursework and degree requirements.

PhD Program of Study
Coursework
Mittie K. Carey
May 7, 2009

Spring 2008 (non-degree seeking student)

COMM 8350 Rhetorical Theory
COMM 8808 Mass Communication and Society: New Media

Fall 2008

COMM 8621 Seminar Argumentation
COMM 8820 Topics in Rhetoric
HIST 8880 African American Historiography

Spring 2009

COMM 6360 American Eloquence
COMM 8321 Communication Theory
COMM 8362 Seminar in Public Address

Summer 2009

HIST 6882 Civil Rights Movement

Fall 2009

COMM 8371 Rhetorical Criticism
COMM 8616 Contemporary Rhetorical Theory
COMM 8992 Pro-Seminar

Spring 2010

COMM 7820 Special Topics, Writing for Comm. Studies
COMM 7820 Special Topics, Rhetoric of Cultural Studies
COMM 8374 Independent Studies: Readings for Comprehensive Exams

Summer 2010

Comprehensive Examinations

Fall 2010

Dissertation 9 Hours

Spring 2011

Dissertation 6 Hours
Dissertation Defense

Total Hours Coursework	45
Dissertation	<u>15</u>
Total	60

Comprehensive Examination
Summer 2010

<u>Time</u>	<u>Subject Area</u>	<u>Examiner</u>
2 Hours		
2 Hours		
2 Hours		
2 Hours		
2 Hours		
Total: 10 Hours		

**Ph.D. Program of Study
Elizabeth Stephens
University of Memphis**

Degrees

B.A., Professional & Technical Writing, University of Arkansas at Little Rock, 2000.

M.A., Organizational & Interpersonal Communication, University of Arkansas at Little Rock, 2002.

Statement of Academic Purpose

I am interested in communication theory in the context of health communication. Specifically, I want to examine the theory and practice of effective public health communication campaigns. After completing my Ph.D., I would like to teach at a research-oriented university or at a university health science center.

Area of Study

My main area of study is health communication. I am interested in studying the sociopsychological factors that influence human behavior in this context. More specifically, I am interested in how social and psychological factors affect how we process messages received from public health campaigns and then act upon them.

Possible Dissertation Topic

Design a communication campaign on a specific health issue.

Committee

Pradeep Sopory, Ph.D., Communication (Chair)

Walt Kirkpatrick, Ph.D., Communication

Amanda J. Young, Ph.D., Communication

Ken Ward, Ph.D., Clinical Psychology and Center for Community Health

Research Methodology

Quantitative research methods

Satisfaction of Residency Requirements

I live in Memphis and will continue to do so while completing my coursework. I will have completed 21 hours of coursework by the end of Fall 2005.

**Ph.D. Program of Study
Plan of Coursework
Elizabeth Stephens**

Coursework Completed/In Progress (21 hrs)

Fall 2004 (6hrs)

COMM 8331 Communication Seminar – Health Campaigns (Sopory)	3hrs
COMM 8350 Rhetorical Theory (Sopory)	3hrs

Spring 2005 (6hrs)

COMM 8012 Health Communications Seminar – Medical Error (Young/Tamuz)	3hrs
COMM 8321 Communication Theory (Sopory)	3hrs

Fall 2005 (9hrs)

COMM 6012 Health Communication (Young)	3hrs
HPRO 7722 Health Intervention/Theory/Applications (Ward)	3hrs
COMM 8808 Mass Communication & Society (Graham)	3hrs
COMM 8002 Graduate Assistantship (Matthews)	3hrs

Projected Coursework

Spring 2006 (9hrs)

COMM 8012 Health Communication Seminar (Young)	3hrs
COMM 8432 Quantitative Research Methods (Sopory)	3hrs
EDPR 7541 Introduction to Educational Research Methods	3hrs
COMM 8002 Graduate Assistantship (Matthews)	3hrs

Summer 2006 (3hrs)

COMM 8992 ProSeminar (Leff)	3hrs
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Fall 2006 (9hrs)

COMM 8374 Independent Study (Kirkpatrick)	3hrs
EDPR 8541 Statistical Methods I – Education (Xu)	3hrs
PSCH 8220 Social Cognition (Stockton)	3hrs
COMM 8003 Graduate Assistantship (Matthews)	3hrs

Spring 2007 (9hrs)

COMM 8374 Independent Study/Persuasion (Sopory)	3hrs
EDPR 8542 Statistical Methods II (Stockton)	3hrs
HPRO 7712 Epidemiology (Owumabua)	3hrs
COMM 8003 Graduate Assistantship (Matthews)	3hrs

Total Course Hours

51hrs

Comprehensive Examination – Spring 2007

COMM 9000 Dissertation

15hrs

Total Hours	66hrs
Alternate Coursework	
COMM 8012 Health Communication Seminar	3hrs
SOCI 8851 Medical Sociology	3hrs