

## COMM 7017/8017: Introduction to Graduate Studies in Communication

- Ken Bain, *What the Best College Teachers Do*
- Sonja Foss and William Waters, *Destination Dissertation: A Traveler's Guide to a Done Dissertation*
- David Perlmutter, *Promotion and Tenure Confidential*
- Karen Kelsky, *The Professor is In*
- Pat Gehrke and William Keith (eds.), *A Century of Communication Studies*
- Edward Schiappa, *Professional Development During your Doctoral Education* (available on Teams)
- Wendy Belcher, *Writing your Journal Article in Twelve Weeks* (optional)
- Materials available on Teams
- *Chronicle of Higher Education*: <http://chronicle.com/section/Home/5> (log in through campus library and you have full access or access on campus)
- *Inside Higher Ed*: <http://www.insidehighered.com/>
- **COMMNotes** (NCA's daily emails)—go to NCA site to sign up: <https://www.natcom.org/academic-professional-resources/commnotes>

### Course description:

This course is designed as an introduction to the norms and expectations of graduate training in communication. Focusing on the major areas of academic assessment (teaching, research, and service), the course will introduce students to various communication sub-fields with a particular emphasis on the department expertise; help them begin to develop a teaching portfolio; teach fundamentals of research such as developing research agenda/finding publication venues; and begin preparations for the academic and non-academic job market. Students will also be introduced to some of the main methodological and theoretical approaches used in the discipline.

### Course goals:

- \*To prepare students to teach and/or to enhance the teaching of communication courses at the college level
- \*To prepare students to begin to create a research agenda
- \*To introduce students to primary methodological and theoretical approaches used in the discipline
- \*To prepare students for the academic and non-academic job market

### Course requirements:

Teaching philosophy	(15%)
Course syllabus	(15%)
CV/resume and cover letter	(15%)
Annotated bibliography	(20%)
Book review/Lit review	(20%)
Website for e-portfolio	(15%)

### Course policies

**Late work:** All written assignments will be due on the assigned day, unless we have made previous arrangements. Assignments will be considered late if received after that time. Late work may incur a penalty of one letter grade (10 points) per calendar day.

**Attendance:** Absences will inherently affect your course grade. Remote options should allow for attendance in most cases. Be in touch as soon as possible if there is an illness or other emergency.

### Academic Honesty

The term “plagiarism” includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full or clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials. For University of Memphis's plagiarism policy, visit [Office of Student Accountability](#).

### Disabilities

Students with disabilities are encouraged to speak with me privately about academic and classroom accommodations. I would strongly encourage you to register with Disability Resources for Students (DRS) to determine appropriate academic accommodations. DRS is located at 110 Wilder Tower, by phone at 901-678-2880 and via email at [drs@memphis.edu](mailto:drs@memphis.edu). DRS coordinates all accommodations for students with disabilities.

### Course Grading

The following grading scale will be used for overall course grades:

94 and above=A	90-93%=A-	87-89=B+	83-86%=B	80-82=B-	
77-79%=C+	73-76%=C		70-72%=C+	67-69%=D+	63-66%=D
60-62%=D-	59% or less=F				

The following grading scale will be used for assignments:

A+= 98	A=95	A-=91	B+=88	B=85	B-=81	C+=78	C=75	C-=71	D=60	F=50
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### Support for Writing and Speaking

Keep in mind that you have support for both speaking and writing on the Memphis campus. For free, one-on-one tutoring in writing and speaking, visit the Center for Writing and Communication. Located on the first floor of McWherter Library, you can also find more information about their services on their web site:

<https://www.memphis.edu/cwc/>.

### COVID-specific information

#### COVID-19 Health and Safety Policy - Masks and Social Distancing

All students, faculty and staff will wear masks in all public spaces, including our classroom (lab) per the COVID-19 policy. The first time a student enters a classroom without wearing a face covering, the student will be asked to leave the class until they return wearing a covering. Further violations will be referred to the Office of Student Accountability. Students who repeatedly or flagrantly violate these community expectations may be referred for discipline under the Student Code and, if appropriate, immediately removed from campus by the Dean of Students.

#### Student Health

Students who are experiencing symptoms such as sneezing, coughing or a higher than normal temperature should inform me by email so they can be excused from class and should stay home. Students should contact their health care provider or the Student Health Center at <https://www.memphis.edu/health/>.

Students who have a positive COVID-19 test should contact the Dean of Students at [deanofstudents@memphis.edu](mailto:deanofstudents@memphis.edu).

#### Student Accommodations

If and when we return to class, students seeking to remain remote for health or other serious reasons should discuss their options with me. Students with accessibility issues or with other learning accommodation needs due to a disability should contact Disability Resources for Students (DRS) to submit an official request for course accommodations. Contact DRS at 901.678.2880 or at [drs@memphis.edu](mailto:drs@memphis.edu). (<https://www.memphis.edu/drs/index.php>)

#### Student Resources

Students who need additional resources can contact the Dean of Students Office at <https://www.memphis.edu/deanofstudents/crisis/index.php>.

## Tentative Weekly Schedule

Date	Topics	Readings	Assignments due
Aug 19	Introduction to the course  Surviving grad school; self-care; dealing with stress, time management, imposter syndrome  Guests: Lionnell “Badu” Smith, JoAnna Boudreaux, Shukura Umi	Get familiar with the <i>Chronicle of Higher Education</i> ( <a href="http://chronicle.com">http://chronicle.com</a> -- we will discuss it often), Inside Higher Ed ( <a href="http://www.insidehighered.com">http://www.insidehighered.com</a> ), and sign up for COMMNotes (the NCA daily email); Kelsky ch. 1-3, if you have the book yet	
Aug 26	History and evolution of the discipline  Guests: Roseann Mandziuk	Gehrke and Keith; Sproule; Morris and Palczewski; Anderson, Goins, and Howard (from <i>Century of Comm Studies</i> ); Wanzer-Serrano	
Sept 2	Introduction to rhetorical criticism  Faculty guest speakers: Moss, deVelasco, Johnson	TBD: Selected by guests	
Sept 9	Introduction to media criticism and critical/cultural studies  Faculty guest speakers: Levina, Edgar, Stephens, Goodman	TBD: Selected by guests	
Sept 16	Introduction to health comm  Faculty guest speakers: Goldsmith, Terui, Young	TBD: Selected by guests	
Sept 23	Introduction to relational communication  Faculty guest speakers: Hendrix, Matthews, Stewart	TBD: Selected by guests; Kelsky ch 55-57	
Sept 30	Reflections on teaching  Thinking about the purposes of higher education, challenges in the classroom	Dewey; Bain ch. 1-3; short piece on critical pedagogy; Deel; Schiappa (ch. 5)	Annotated bib due
Oct 7	Teaching nuts and bolts  Designing new courses; Creating a syllabus,	Civikly-Powell; Bain ch. 4-7; “Being a Black Academic in America”	Teaching philosophy draft due

	designing effective assignments  Guest: Lori Stallings		
Oct 14	Thinking about academic writing  Transitioning your writing, expectations of academic writing, best writing practices, editing	Lamott; Foss and Water chap 1-3, skim ch. 4; Belcher intro and week 1	
Oct 21	Tackling "the big project" (thesis, dissertation, book)  editing, breaking down a big project	Foss and Water chap 9	Syllabus draft due
Oct 28	Creating a research agenda and working toward publication  Navigating the publication process  revising your work, submitting to conventions and journals, presenting your research	Schiappa (ch. 2, 3, 4, 6); Renzetti; Foss and Waters chaps 5-6; Kelsky ch 4-20	
Nov 4	The search for employment  looking for job postings, applying for positions, interviewing, differences in campuses  Guests: Michael King, Joy Smithson	Schiappa (ch. 1, 7, 8); Luther and Wonders; Perlmutter chaps intro-3; Kelsky ch 21-47	CV/resume and cover letter draft due
Nov 11	Job and tenure  negotiating, service, tenure, finding balance	Schiappa (ch. 9, 12); Moe and Murphy; Perlmutter chaps 4-6	
Finals week Nov 18-24			Book/lit review and web sites (with all final course components) will be due