COMS 200A: INTRO TO GRADUATE STUDIES

In Workflow

1. COMS Committee Chair (andrew.stoner@csus.edu)
2. COMS Chair (smithg@csus.edu)
3. ALS College Committee Chair (rfisher@csus.edu)
4. ALS Dean (mwilson@csus.edu)
5. Academic Services (torsetj@csus.edu;%20212408496@csus.edu;%20cnewsome@skymail.csus.edu)
6. Senate Curriculum Subcommittee Chair (curriculum@csus.edu)
7. Dean of Undergraduate (james.german@csus.edu;%20celena.showers@csus.edu)
8. Dean of Graduate (cnewsome@skymail.csus.edu)
9. Catalog Editor (212408496@csus.edu;%20torsetj@csus.edu;%20cnewsome@skymail.csus.edu)
10. Registrar's Office (wwd22@csus.edu)
11. PeopleSoft (PeopleSoft@csus.edu)

Approval Path

1. Thu, 19 Sep 2019 23:33:43 GMT
   Andrew Stoner (andrew.stoner): Approved for COMS Committee Chair
2. Thu, 26 Sep 2019 00:07:37 GMT
   Gerri Smith (smithg): Approved for COMS Chair
3. Mon, 14 Oct 2019 02:37:34 GMT
   Robin Fisher (rfisher): Rollback to Initiator
4. Mon, 14 Oct 2019 17:33:36 GMT
   Andrew Stoner (andrew.stoner): Approved for COMS Committee Chair
5. Mon, 14 Oct 2019 20:59:48 GMT
   Gerri Smith (smithg): Approved for COMS Chair
6. Tue, 15 Oct 2019 02:25:42 GMT
   Robin Fisher (rfisher): Rollback to Initiator
7. Tue, 15 Oct 2019 15:37:39 GMT
   Andrew Stoner (andrew.stoner): Approved for COMS Committee Chair
8. Tue, 15 Oct 2019 17:44:23 GMT
   Gerri Smith (smithg): Approved for COMS Chair
9. Thu, 17 Oct 2019 03:39:31 GMT
   Robin Fisher (rfisher): Approved for ALS College Committee Chair
10. Thu, 17 Oct 2019 17:12:35 GMT
    Melinda Wilson Ramey (mwilson): Approved for ALS Dean
11. Wed, 13 Nov 2019 00:50:45 GMT
    Janett Torset (torsetj): Approved for Academic Services
12. Fri, 24 Jan 2020 21:50:46 GMT
    Julie Fogarty (fogarty): Rollback to Initiator
13. Sat, 25 Jan 2020 05:39:07 GMT
    Andrew Stoner (andrew.stoner): Approved for COMS Committee Chair
14. Mon, 27 Jan 2020 18:09:54 GMT
    Gerri Smith (smithg): Approved for COMS Chair
15. Tue, 28 Jan 2020 16:06:58 GMT
    Robin Fisher (rfisher): Approved for ALS College Committee Chair
16. Tue, 28 Jan 2020 16:52:55 GMT
    Melinda Wilson Ramey (mwilson): Approved for ALS Dean

Date Submitted:Fri, 24 Jan 2020 23:43:00 GMT

Viewing:COMS 200A : Intro To Graduate Studies
Last edit:Fri, 24 Jan 2020 23:42:59 GMT

Changes proposed by: Shawna Malvini Redden (201158507)

Contact(s):

Name (First Last)	Email	Phone 999-999-9999
Shawna Malvini Redden	malviniredden@csus.edu	916-747-3166

Catalog Title:

Intro To Graduate Studies

Class Schedule Title:
Intro To Graduate Studies

Academic Group: (College)
ALS - Arts & Letters

Academic Organization: (Department)
Communication Studies

Will this course be offered through the College of Continuing Education (CCE)?
No

Catalog Year Effective:
Fall 2020 (2020/2021 Catalog)

Subject Area: (prefix)
COMS - Communication Studies

Catalog Number: (course number)
200A

Course ID: (For administrative use only.)
168797

Units:
1

Changes to a course's units impact any related programs. As a result, a corresponding change must also be submitted for those programs

In what term(s) will this course typically be offered?
Fall, Spring

Does this course require a room for its final exam?
Yes, final exam requires a room

Does this course replace an existing experimental course?
No

This course complies with the credit hour policy:
Yes

Justification for course proposal:
We are reinstating Intro to Graduate Studies to better support our new graduate students as they socialize into graduate school and the Communication Studies discipline. Intro to Graduate Studies (currently designated COMS 200A) was a previous course requirement. We have submitted a deactivation proposal for the current COMS 200 course, with the intention of using the COMS 200 designation for Intro to Graduate Studies.

Course Description: (Not to exceed 80 words and language should conform to catalog copy.)
This seminar introduces students to graduate study broadly, and the communication discipline specifically. Students consider ways to successfully integrate into the communication discipline through a variety of class discussions, readings, and activities. The course is one unit per semester, and students must register for it during their first and second semesters in the program. Course topics will vary between semesters.

Are one or more field trips required with this course?
No

Fee Course?
No

Is this course designated as Service Learning?
No

Does this course require safety training?
No

Does this course require personal protective equipment (PPE)?
No

Course Note: (Note must be a single sentence; do not include field trip or fee course notations.)
Required course. 1 unit; 2 semesters required

Does this course have prerequisites?
No

Does this course have corequisites?
No

Graded:
Letter

Approval required for enrollment?
No Approval Required

Course Component(s) and Classification(s):
Seminar

Seminar Classification
CS#05 - Seminar (K-factor=1 WTU per unit)
Seminar Units
1

Is this a paired course?
No

Is this course crosslisted?
No

Can this course be repeated for credit?
Yes
How many times can the course be taken (not including first time passed)?
1

Total credits allowed (including first time passed)
2

Can the course be taken for credit more than once during the same term?
No

Description of the Expected Learning Outcomes: Describe outcomes using the following format: "Students will be able to: 1), 2), etc."
Students will be able to: 1) Describe and explain the Communication Studies Discipline broadly and the structure of academic and scholarly organizations, conferences, and publishing, 2) Demonstrate preparation for more advanced study of communication phenomena
3) Demonstrate proficiency in the skills necessary to be a successful
graduate student in Communication Studies including managing workload
4) Demonstrate proficiency in the skills necessary to be a successful
graduate student in Communication Studies including producing effective oral and written work
5) Demonstrate proficiency in the skills necessary to be a successful
graduate student in Communication Studies including developing appropriate relationships with colleagues and faculty

Attach a list of the required/recommended course readings and activities:
Books for COMS 200.docx

Assessment Strategies: A description of the assessment strategies (e.g., portfolios, examinations, performances, pre-and post-tests, conferences with students, student papers) which will be used by the instructor to determine the extent to which students have achieved the learning outcomes noted above.
Examinations: ELOs #1, 2

Projects: ELOs #1, 2, 3, 4, 5
Student papers: ELOs #1, 2, 3, 4, 5
Presentations: ELOs #1, 2, 3, 4, 5

Is this course required in a degree program (major, minor, graduate degree, certificate?)

Yes

Has a corresponding Program Change been submitted to Workflow?

No

Identify the program(s) in which this course is required:

Programs:
MA in Communication Studies

Does the proposed change or addition cause a significant increase in the use of College or University resources (lab room, computer)?

No

Will there be any departments affected by this proposed course?

No

I/we as the author(s) of this course proposal agree to provide a new or updated accessibility checklist to the Dean's office prior to the semester when this course is taught utilizing the changes proposed here.

I/we agree

University Learning Goals

Graduate (Masters) Learning Goals:

Critical thinking/analysis
Communication
Information literacy
Disciplinary knowledge
Intercultural/Global perspectives
Professionalism
Research (optional)

Is this course required as part of a teaching credential program, a single subject, or multiple subject waiver program (e.g., Liberal Studies, Biology) or other school personnel preparation program (e.g., School of Nursing)?

No

Is this a Graduate Writing Intensive (GWI) course?

No

Please attach any additional files not requested above:

Books for COMS 200.docx

Reviewer Comments:

Robin Fisher (rfisher) (Mon, 14 Oct 2019 02:37:34 GMT): Rollback: Dear Dr. Redden, please remove the letter "A" from the Course Number near the top of the proposal, and in the Justification, include a phrase that you are changing the course number to 200, taking over the number from the deactivated course, COMS 200 Qualitative Research Methods. Remove the hyphen from "one-unit" in the catalog description. The number of course repetitions should be "1" for a total of "2" units. Please divide ELO #3 into 3 separate outcomes; assign Expected Learning Outcomes to specific Assessment Strategies by number (Examinations: ELOs # 1, 2, 3, etc.) It is our understanding that a course syllabus is required to be attached to your proposal. Please see university guidelines for syllabus format and requirements, including catalog description, expected learning outcomes, grading breakdown and a semester calendar. Please let me know if you have any questions. Thank you, Robin Fisher
Robin Fisher (rfisher) (Tue, 15 Oct 2019 02:25:42 GMT): Rollback: Dear Shawna, please explain in the Justification that Intro to GS was previously "200A," and that you are offering this class again under the new number....that this is not a NEW course (hence the perfunctory reading list instead of a complete syllabus). Also, please be advised that the repetition instructions ask that you NOT include the first time they take it, so the number of repeats will be "1" and the total number of units will be "2," if they must take it a total of 2 times. This will apply to all courses you are proposing that should be repeated, so please check this computation more carefully. Thank you, Robin Fisher
Julie Fogarty (fogarty) (Fri, 24 Jan 2020 21:50:46 GMT): Rollback: Please see email from 1/24/20.

Key: 5743