

JOUR 901: Introduction to Doctoral Studies (Fall 2019)
Thursdays at 4:30 in Wescoe 1046 (8/23/2019 version)

Professor:

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Office Hours: Wednesdays 10:30-noon & by appointment via email; drop-ins are welcome when the office door is open.

Course Objectives:

- Provide information and knowledge of the WAW School Ph.D. program
- Prepare you to successfully complete the program as productively as possible
- Provide an overview of the structure, function and oversight of academe
- Introduce you to research expectations and outlets
- Introduce you to course organization and assessment
- Introduce you to career options
- Provide knowledge of responsible and ethical scholarship and practices

Themes:

This course covers five themes, which provide basic skills and knowledge for doctoral studies. It is, therefore, an introduction to being a university faculty member. (We will discuss job options outside the academy, too.)

1. The nature of doctoral education in the discipline of journalism and mass communications, and an overview of the P&T (promotion and tenure) process
2. Research
3. Teaching
4. Service
5. Career options (including being a professor, higher education administration, and non-academic jobs)

This is an interactive course. Please bring your questions, observations and comments. We can identify and invite guest speakers you want.

Graded Components:

1. Attendance and Participation:

Attendance is mandatory. All readings should be completed prior to class. Full participation by everyone is expected. In-class assignments and presentations will be holistically graded. 25%

2. Research related assignments:

- 1) Read a manuscript and write a review (including a recommendation). 15%
Due **11:59 p.m. on Sunday, September 29, 2019** (submit via Blackboard)
- 2) Identify a prominent scholar in our field, analyze her/his CV, and identify her/his research program (theme or themes of publications). 15%
Due – in the form of an in-class presentation on **Thursday, October 3, 2019**

3. Teaching related assignments:

- 1) Design a syllabus (with at least 1 homework assignment and 1 grading rubric);
Due **Monday, November 11, 2019, at 11:59 p.m.** (submit on Blackboard). 10%
- 2) Write a teaching statement (philosophy). Due **Monday, November 11, 2019, at 11:59 p.m.** (submit on Blackboard). 10%

4. Online KU Human Research Protection CITI Tutorial Certification: All students must complete the KU HSCL-IRB compliance training and one of the CITI Certifications. I recommend the Social & Behavioral Research Basic certificate. Due **Thursday, Oct. 10, 2019, at 4:30 p.m.** (please show your printed certificate in class or email a screen shot of the certificate before class). 5%

5. Career options: Monitor ads on several recommended websites. Identify a dream job (or jobs – up to two) and do a presentation in class on Thursday, **December 5, 2019, at 4:30 p.m.** (part of the 25% attendance/participation grade).

6. Academic Portfolio: Each student will build a portfolio including Research, Teaching and Service components. This portfolio consists of a C.V. and a teaching statement. A research statement is optional. If you have taught before, please include teaching evaluation(s) in your teaching statement. Please present your portfolio in class on **December 5 or 12**. Due **Thursday, December 5, 2019, at 4:30 p.m.** (submit on Blackboard). 20%

Course Schedule

(8/23/2019 version; subject to change)

Week	Date	Topic(s)	Assignment(s)
1	8/29	Introductions; syllabus; how to succeed in our doctoral program	
2	9/5	1) The Promotion and Tenure (P&T) process; Guest: Professor Chuck Marsh (P&T Chair) 2) Faculty annual evaluation	Before class, please try to find out: 1) the difference between a major and minor publication as defined by KU

			2) what is an “R1” university? (Look for the Carnegie Classification of Institutions of Higher Education.)
3	9/12	The structure of a research paper; how to write and review one	
4	9/19	Making the transition from a doctoral student to an assistant professor	
5	9/26	Research: 1) Conferences and journals in our discipline, including the ones to avoid 2) Are open-access journals acceptable? 3) The blind review process 4) Revise & resubmit (R&R) 5) How to measure a researcher’s impact (quantitative metrics; qualitative measures)	Prior to class, please try to find what these are: 1) an SSCI journal 2) rankings of communication journals 3) a “predatory” journal/conference 4) impact factor (of a journal) 5) h-Index and i10-index (research impact metrics); Submit a review (of a manuscript) on Blackboard by 11:59 p.m. on Sunday, September 29, 2019
6	10/3	Research: 1) The research statement 2) What is a research program/agenda? 3) Research grants	Analyze a scholar’s C.V. and her/his research statement; no written report; please give a short presentation in class about a researcher’s research program (theme or themes)
7	10/10	Research: 1) Ethical issues and IRB (human subjects protection) application; 2) Are you obligated to share your instruments and raw data with those who request them? 3) What to do if your research is challenged?	Bring your IRB (Human Subject Protection) certificate to class, or email it before class
8	10/17	Research: 1) What can you do now to build up your research portfolio? 2) How to maintain productivity in the future	

9	10/24	Teaching: 1) How to design a class 2) The road map – a syllabus 3) Homework and in-class assignments	1) Please read all the materials on this webpage before class: https://cte.ku.edu/getting-started 2) Let's dissect then design a syllabus, including 1-2 sample assignments, in class
10	10/31	Teaching: 1) Analyze and critique a teaching portfolio on CTE's website: https://cte.ku.edu/cte-portfolio-poster-gallery 2) Direct and indirect measures 3) A grading rubric 4) How to create a teaching statement (or teaching philosophy)	1) Lead a discussion on a course portfolio and a grading rubric from the CTE website 2) Optional: draft a teaching statement then do a short presentation in class
11	11/7	Teaching: Guest speaker (TBA) on teaching (including curriculum and assessment) <u>or</u> a work day	Syllabus with at least 1 homework assignment and 1 grading rubric; due Monday, 11/11 at 11:59 p.m.; submit on Blackboard
12	11/14	Teaching: We will discuss your syllabi and teaching statements Service 1) What counts as service? 2) Various types of service 3) What's the right amount of service? 4) A healthy approach to service	Teaching statement; due Monday, 11/11, at 11:59 p.m. on Blackboard
14	11/21	Accreditation & Administration 1) Accreditation standards 2) Site team visit as service 3) What can be learned from the accreditation and re-accreditation process? 4) How to run a JMC program (using accreditation standards)	Read the handouts (accreditation standards and a sample site-team report) and be prepared to discuss in class
15	11/28	Thanksgiving break; no class	
16	12/5	Career options 1) Faculty 2) Higher education administration 3) Jobs outside the academy	1. Use your specialties as search keywords on: 1) chronicle.com and/or the

		II. Tips on job hunting III. Life beyond the assistant professor stage (sabbatical, Fulbright scholarship, faculty development opportunities, promotion to full professor, etc.)	homepages of AEJMC, ICA, NCA, and other professional organizations such as BEA 2) indeed.com 2. Do a brief presentation on your dream job(s)
16	12/12	1) Academic portfolio presentation 2) How to maintain a healthy balance between work and personal life	Presentation in class
17	12/19	<i>Finals Week. No class.</i>	

School/University Policies and Additional Information

Journalism School Policy on Classroom Attendance

No student may add a journalism class after the 20th day of a semester. Students must attend their classes and laboratory periods. Instructors may take attendance into account in assessing a student's performance and may require a certain level of attendance for passing a course. Instructors may choose to drop students from a course, based on attendance, without consent. The School of Journalism reserves the right to cancel the enrollment of students who fail to attend the first class or laboratory meeting.

Financial Aid Policy

The KU Office of Student Financial Aid is required by federal law to determine whether students who receive aid are attending each class in which they are enrolled. Instructors are required to report to that office absences of students who have stopped attending and names of those who have enrolled but never have attended. Students who do not attend classes may be required to repay federal and/or state financial aid.” Students who receive any form of financial aid should learn all requirements including minimum hours of enrollment and grades to qualify for and retain that aid.

Misconduct

You are bound by the university rules on academic misconduct. If you have any questions about what constitutes cheating, please ask BEFORE your endeavor.

Policy on Late Work

No late work will be accepted unless there is an emergency (as determined by the professor of this course). If you know you will miss a deadline (or a class meeting), please seek approval from the professor in advance via email.

Policy on Plagiarism and Fabrication/Falsification

The William Allen White School of Journalism and Mass Communications does not tolerate plagiarism, fabrication of evidence and falsification of evidence. Penalties for plagiarism, fabrication or falsification can include a failing grade for the course and

expulsion from the School of Journalism and Mass Communications. If you have any questions about what constitutes plagiarism, fabrication or falsification, please consult the professor of the course.

The following definitions are from Article II, Section 6, of the University Senate Rules and Regulations, revised FY98.

Plagiarism: Knowingly presenting the work of another as one's own (i.e., without proper acknowledgement of the source). The sole exception to the requirement of acknowledging sources is when the information or ideas are common knowledge.

Fabrication and Falsification: Unauthorized alteration or invention of any information or citation in an academic exercise.

Basically, you cannot submit any content written by someone else, or “recycle” a paper written by yourself in the past (or for another course in this semester) and submit it for this course.

Students with Special Needs

The Office of Disability Resources (DR), 22 Strong Hall, 785-864-2620 (V/TTY), coordinates accommodations and services for KU students with disabilities. If you have a disability for which you may request accommodation in KU classes and have not contacted DR, please do so as soon as possible. Please also contact me privately in regard to this course.

Concealed Handguns

Individuals who choose to carry concealed handguns are solely responsible to do so in a safe and secure manner in strict conformity with [state and federal laws](#) and [KU weapons policy](#). Safety measures outlined in the KU weapons policy specify that a concealed handgun:

- Must be under the constant control of the carrier.
- Must be out of view, concealed either on the body of the carrier, or backpack, purse, or bag that remains under the carrier's custody and control.
- Must be in a holster that covers the trigger area and secures any external hammer in an un- cocked position
- Must have the safety on, and have no round in the chamber.

Inclement Weather - In the event of inclement weather, the decision to cancel classes is made by KU officials. To determine whether snow or icy conditions have canceled classes, call 864-7669 (864-SNOW).