

JOUR 901: Introduction to Doctoral Studies (Fall 2018)
Mondays 4:30-7 p.m. in S-F 303 (8/20/2018 version)

Professor:

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Office Hours: Mondays 2:00 – 4:00 p.m.; Wednesdays 9:30 – 11:30 a.m.; & 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 (mainly about 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. 40%

2. **Teaching related assignments:**

Design a syllabus (with at least 1 homework assignment and 1 grading rubric); **Due Sunday, November 4, 2018, at 4:30 p.m.** (submit on Blackboard). 20%

Write a teaching statement (philosophy). **Due Sunday, November 11, 2018, at 4:30 p.m.** (submit on Blackboard). 10%

3. **Online KU IRB Certification and NSF CITI (Collaborative Institutional Training Initiative) Certification:** Ungraded, but all students must complete KU HSCL-IRB compliance and one of the CITI Certifications. You may choose between Humanities or social, behavioral and education sciences on the CITI site. These certifications should raise questions, issues and discussion concerning your own research experiences. We will discuss your issues December 3 in class. **Due Monday, December 3, 2018 at 4:30 p.m.** (please show printed certificates in class or email certificates before class). 10%

4. **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 3. **Due Monday, December 10, 2018, at 4:30 p.m.** (submit on Blackboard). 20%

Course Schedule

(8/19/2018 version; subject to change)

Week	Date	Topic(s)	Assignment(s)
1	8/20	Introductions; syllabus; how to succeed in our doctoral program	
2	8/27	The Promotion and Tenure (P&T) process Guest: Chuck Marsh (P&T Chair)	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	9/3	<i>Labor Day. No class.</i>	
4	9/10	Making the transition from a doctoral student to an assistant professor	
5	9/17	Research:	Prior to class, please try to find what these are:

		<ul style="list-style-type: none"> 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) 	<ul style="list-style-type: none"> 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)
6	9/24	Research: <ul style="list-style-type: none"> 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
7	10/1	Research: <ul style="list-style-type: none"> 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? 	
8	10/8	Research: <ul style="list-style-type: none"> 1) What can you do now to build up your research portfolio? 2) How to maintain productivity in the future 	
9	10/15	<i>Fall Break. No class.</i>	
10	10/22	Teaching: <ul style="list-style-type: none"> 1) How to design a class 2) The road map – a syllabus 3) Homework and in-class assignments 	<ul style="list-style-type: none"> 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
11	10/29	Teaching: <ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> 1) A short presentation on a course portfolio from the CTE website 2) Design a grading rubric and bring it to class for discussion

		4) Create a teaching statement (or teaching philosophy)	3) Draft a teaching statement then do a short presentation in class
12	11/5	Teaching: 1) Curriculum and assessment 2) Offline versus online courses Guest talk on assessment and curriculum by Prof. Barbara Barnett	Syllabus with at least 1 homework assignment and 1 grading rubric; due Sunday, 11/4 at 4:30 p.m.; submit on Blackboard
13	11/12	Teaching: Guest talk on effective teaching by Prof. Yvonne Chen 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 Sunday, 11/11, at 4:30 p.m. on Blackboard
14	11/19	Accreditation 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	11/26	I. Career options: 1) Faculty 2) Higher education administration 3) Jobs outside the academy II. Tips on job hunting III. Life beyond the assistant professor stage (sabbatical, Fulbright scholarship, faculty development opportunities, promotion to full professor, etc.)	1. Use your specialties as search keywords on: 1) chronicle.com and the homepages of AEJMC, ICA, NCA, and other professional organizations such as BEA 2) indeed.com 2. Do a brief presentation on a major research firm (I will suggest a few and list them on Blackboard)
16	12/3	1) Academic portfolio presentation 2) Discussion of IRB related issues 3) How to maintain a healthy balance between work and personal life	1. PowerPoint or Keynote presentation in class 2. IRB related certificates due 12/3 at 4:30 p.m. in class (or via email)

17	12/10	<i>Finals Week. No class.</i>	Final assignment (academic portfolio) due 12/10 at 4:30 p.m. on Blackboard
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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 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.

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).