

FCS 6901 HDSP Proseminar I (Fall 2019)

Department of Family and Consumer Studies, Human Development and Social Policy MS Program
Credit Hours: One

Class time and location: AEB 220, Wednesdays 10:45am-11:35am

Professor: Jessie Fan, Ph. D.
242 Alfred Emery Building (AEB)
Office hour: Wednesdays 11:40am -1pm. Other times by appointment
Phone: 801-581-4170 (no voicemail. Please send an email if you need a call back)
Email: fan@fcs.utah.edu.

Course objectives:

This course will serve as an orientation into the graduate program in Human Development and Social Policy. The specific goal will be for students to progress in their coursework, find a committee chair and develop their own plan for a thesis or project. Students will have an orientation to faculty interests for collaboration and will develop and explore their research ideas. Skills will be developed in writing, identifying relevant citation styles, Endnote, literature searches, library resources, internet sources, Institutional Review Board (IRB) applications protecting human subjects, thesis editing, presentation of work and funding opportunities. The class also serves to increase social interaction and develop student bonds with other members of their cohort as it progresses through the program.

Evaluation Methods and Point Allocation:

Attendance and participation	50%
Interview at least three faculty to help develop your thesis or project committee	10%
Turn in an annotated bibliography of 10 articles you plan to cite in your thesis/project proposal	10%
Complete CITI IRB training https://irb.utah.edu/training/	10%
Class presentation 15-20 min on faculty interview and thesis ideas	20%

Grading Scale:

88.0%-89.9%	B+	92.0% or higher	A	90.0%-91.9%	A-
78.0%-79.9%	C+	82.0%-87.9%	B	80.0%-81.9%	B-
63.0%-64.9%	D+	70.0%-77.9%	C	65.0%-69.9%	C-
Lower than 50.0%	F	55.0%-62.9%	D	50.0%-54.9%	D-

Course Outline (Any change of dates will be announced in class)

Week 1 (8/21)	General orientation (General thesis development process and important dates)
Week 2 (8/28)	Library orientation I (Lorelei Rutledge, FCS library liaison) 801-585-3922. Meet Lorelei at the library first floor entrance (West entrance, across from the campus bookstore). Tour of the library.
Week 3 (9/4)	Library orientation II – database searches and Endnote web. Meet Lorelei in Room 1120 in the library. Assignment: Annotated bibliography.
Week 4 (9/11)	Human subjects – Institutional Review Board (IRB). Assignment: Complete CITI IRB training.
Week 5 (9/18)	Introducing two faculty members. Assignment: Three faculty interviews.
Week 6 (9/25)	Introducing two faculty members
Week 7 (10/2)	Introducing two faculty members. IRB training assignment due.
Week 8 (10/9)	Fall break. No class.
Week 9 (10/16)	Introducing two faculty members
Week 10 (10/23)	Introducing two faculty members
Week 11 (10/30)	Introducing two faculty members
Week 12 (11/6)	Introducing two faculty members
Week 13 (11/13)	Introducing two faculty members. You should have finished all faculty interviews.
Week 14 (11/20)	Thanksgiving break. No class.
Week 15 (11/27)	Student presentation I. A brief description of the faculty interviews due.
Week 16 (12/4)	Student presentation II. Annotated bibliography due.

Student and Faculty Responsibilities:

All students are expected to maintain professional behavior in the classroom or online setting, according to the Student Code, spelled out in the Student Handbook. Discussion threads, e-mails, and chat rooms are all considered to be equivalent to classrooms, and student behavior within those environments shall conform to the Student Code. Students have specific rights as detailed in Article III of the Code. The Code also specifies proscribed conduct (Article XI) that involves cheating on tests, plagiarism, and/or collusion, as well as fraud, theft, etc. Students should read the Code carefully and know they are responsible for the content. According to Faculty Rules and Regulations, it is the faculty responsibility to enforce responsible classroom behaviors, and I will do so, beginning with verbal warnings and progressing to dismissal from and class and a failing grade. Students have the right to appeal such action to the Student Behavior Committee. For more information, please consult University of Utah's Policy 6-400 at <http://regulations.utah.edu/academics/6-400.php>

Disagreement about Grades:

If you disagree with the grading of a particular assignment or exam, you need to send an e-mail to me explaining why you think you deserve more or less points. I will then regrade your assignment or exam. Be aware that your grade can be lower, higher, or unchanged as a result of the regrading.

Withdrawal Policy:

For information regarding withdrawal policy and related tuition and fees, please contact the Registrar's Office (801-581-5808). For more information, please consult University of Utah's Policy 6-100 at <http://regulations.utah.edu/academics/6-100.php>

Incomplete:

An incomplete will only be granted if you can justify to the instructor that you cannot finish the course because of circumstances beyond your control, and that you have a passing grade at the time of the request, and if the majority of course work is already completed. For more information, please consult University of Utah's Policy 6-100 at <http://regulations.utah.edu/academics/6-100.php>

The Americans with Disabilities Act. The University of Utah seeks to provide equal access to its programs, services, and activities for people with disabilities. If you will need accommodations in this class, reasonable prior notice needs to be given to the Center for Disability Services, 162 Olpin Union Building, (801) 581-5020. CDS will work with you and the instructor to make arrangements for accommodations. All written information in this course can be made available in an alternative format with prior notification to the Center for Disability Services. While CDS and the instructor will make sure your exam is set up for the allowed extended time, if you choose to take your exam at a regular Uonline site, it is your responsibility to make sure that you have enough time before the site closes.

Accommodations Policy:

Some of the readings, lectures, films, or presentations in this course may include material that may conflict with the core beliefs of some students. Please review the syllabus carefully to see if the course is one that you are committed to taking. If you have a concern, please discuss it with me at your earliest convenience. For more information, please consult University of Utah's Policy 6-100 at <http://regulations.utah.edu/academics/6-100.php>

University Safety Statement. The University of Utah values the safety of all campus community members. To report suspicious activity or to request a courtesy escort, call campus police at 801-585-COPS (801-585-2677). You will receive important emergency alerts and safety messages regarding campus safety via text message. For more information regarding safety and to view available training resources, including helpful videos, visit safeu.utah.edu.

Addressing Sexual Misconduct. Title IX makes it clear that violence and harassment based on sex and gender (which includes sexual orientation and gender identity/expression) is a civil rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, color, religion, age, status as a person with a disability, veteran's status or genetic information. If you or someone you know has been harassed or assaulted, you are encouraged to report it to the Title IX Coordinator in the Office of Equal Opportunity and Affirmative Action, 135 Park Building, 801-581-8365, or the Office of the Dean of Students, 270 Union Building, 801-581-7066. For support and confidential consultation, contact the Center for Student Wellness, 426 SSB, 801-581-7776. To report to the police, contact the Department of Public Safety, 801-585-2677(COPS).