

**Instructor: Dr. Ishita Sinha Roy****Office:** VCCA 310**Classroom:** Alden 210**Class-Time:** Tue/Thu 2.30-3.45 pm**Office Hours:** Tue/Thu: 3.30-6.00pm. Wed: 10.00am-12.00pm.

Other times by appointment.

Office Tel: (814) 332-4384**Email:** iroy@allegheny.edu

The sign-up sheet for an office hour appointment is posted on a weekly basis (every Wednesday) on my office door. If you are unable to keep your appointment, please notify me 24 hours in advance, or call me so I can accommodate someone else during that time. If you cannot meet with me during my regular office hours, please arrange for an alternate appointment with me.

Course Description:

This course attempts to place you in the center of the college's annual theme – the Year of Social Change. As a topics course in Media & Identity, we will study how social change is enabled and inhibited by the complex dynamics of leadership models, various environments, and exigencies. As media and cultural studies scholars you will be getting your hands dirty by participating actively in projects that you create and sustain for the Year of Social Change, and which facilitate collaboration between various campus members and community members, be they local or global. You will be engaging in media and communication projects that report on change makers, activate enthusiasm for change making projects in your communities, and result in creative campaigns around the annual theme. In other words, you will learn what it is to be a scholar, a communicator, and an activist by the end of this semester.

Required Reading:

1. Gill Robinson Hickman. *Leading Change in Multiple Contexts*. Los Angeles: SAGE. 2009.
2. Supplementary readings may be provided as handouts or posted on sakai (electronic course reserves on the library webpage).
 - I will also be screening films for some of the assignments. Most of these will not be available for viewing outside of the allotted class time, so please make sure you are present. Please do not ask me to provide you with the films after the class screening.
 - You will be asked to do projects that do require time outside the classroom since they are going to be executed as part of the Year of Social Change. Please plan your life accordingly so you can make time for these as your final grade depends on your work in these situations.
 - You should also have access to the MLA Handbook for Writers of Research Papers, Sixth Edition (NOT the Dianne Hacker reference book), which will come in handy when you are writing assignments. Copies are available for consultation in the reference library and in the Learning Commons.

Class Etiquette

- Please plan to be in class within the first seven minutes of the lecture period. I do not value tardiness and it seriously affects your participation grade.
- Cell phones must be turned off before we begin class. Please do not think that you can silently text while in class. If I detect cell phone use in my class, I will take that breach very seriously.
- I do not encourage the use of laptops in class. Please be prepared to take notes the old-fashioned way so you develop the habit of listening and putting down content in your own words, rather than blindly typing in information as data.
- Your participation grade counts for an entire letter grade. Please therefore make an attempt to contribute meaningfully to classroom discussions. Since this is an academic environment, please be respectful of others' feelings in expressing your point-of-view. Freedom of expression comes with responsibility in exercising it.
- If you require any accommodation for taking notes or during exams, please provide documentation through the Learning Commons (332-2898) ASAP.

Class E-mail Etiquette:

- I will e-mail the class the class plan for the following week, the previous Friday. Please make sure to check your Allegheny College account regularly, since important class announcements may also be communicated to you electronically.
- Please note that I do not check e-mail over the weekend. Therefore, kindly plan your consultations in a timely manner so you can contact me during office hours, or e-mail me during the week. Please also keep in mind that I may not be able to answer your e-mail immediately.
- When you email me, please do not use ornate backgrounds or icons in the body of your email. This is a formal document, and therefore the tone and content should be appropriate. Please also put the course name and number in the subject header of the email (e.g. CA 351, followed by a topic line).

- Email is a legal document so please keep this in mind when communicating with your peers or the rest of the campus community.

Attendance Policy:

Attendance is mandatory since you can only perform well if you keep up with what's happening in class. You are allowed three absences without explanation, after which there is a deduction of half a grade off the final grade for each unexcused absence. Absences taken to complete assignments for other courses, unless previously approved by me, will result in a significant reduction of your participation grade.

Course Assignments: The grade percentage allotments for the assignments are given below:

Group Web Videos of Change makers	20% of final course grade
Year of Social Change Blogs	20% of final grade
Midterm and Final Exam/Paper	20% of final grade
Change in the Community Campaign	20% of final grade
Class Participation and Group Work	20% of final grade

You will receive details about each assignment separately. All assignments must be completed and handed in on time to avoid a grade reduction. If you are unable to turn in an assignment due to illness or a personal emergency, you must provide written documentation that will allow you to be excused, or discuss your situation with me in a timely manner. Do not wait until the end of the semester to sort things out.

Please DO NOT leave assignments/exams in my mailbox or under my office door. Please hand all assignments to me in person on the due date. The only exceptions are if I give you WRITTEN (e-mail) permission to do so, or to hand in an assignment on a different date than the assigned due date.

As many of the projects involve teamwork, please realize that your commitment to your team has to be a top priority in this class. Should you display flakiness in this area, I will reassign you to work on your own.

Plagiarism Policy:

Please review the section on Plagiarism and the Honor Code outlined in the Allegheny Student handbook (The Compass). The Department of Communication Arts & Theater has a zero-tolerance policy for plagiarism cases. Any student suspected of plagiarism will automatically be referred to the Academic Standards Committee for further review and sanctions. Please note that having a friend or family member help you write or rewrite an assignment constitutes plagiarism. If you take material from any source (whether you quote this directly, or put it in your own words) and do not

cite the source, this is plagiarism. If you require any help with the structure and organization of your papers, please take the help of the Learning Commons tutors.

Failure to cite direct or indirect references from other sources, or lecture material, as per the MLA guidelines, also constitutes plagiarism. **Assignments that do not follow the MLA guidelines will automatically receive a failing grade.** If you have any questions regarding citations, please present your questions to me well IN ADVANCE of when your assignments are due. This means at least four working days before the assignment is due.

Course Grading Policy:

Your total on all assignments will be converted to a percentage score, which will be translated to a letter grade as per the scale shown below:

A = 100 - 96	C+ = 79 - 76
A- = 95 - 90	C = 75 - 73
B+ = 89 - 86	C- = 72 - 70
B = 85 - 83	D = 69 - 66
B- = 82 - 80	F = 65 and less

Criteria for Class Participation Grade:

Keep in mind that we are in an academic environment. Therefore, discussions need to be respectful of others, and fact driven rather than emotion centered. The use of profanity or hate speech should not enter such conversations. We are all adults and we can respectfully agree to disagree but the focus of debates should be the topics being discussed and not the people attached to the ideas. Please also be mindful that religious views are faith-based and not fact-based, and therefore should not be used as evidence in discussions and papers.

A for class participation is awarded when students regularly initiate discussion. This means coming to class thoroughly familiar with the assigned reading and, therefore, prepared to raise questions, to open discussion, to identify topics of interest in the reading, and actively engage other students in the discussion. (This does not mean monopolizing a discussion, or shutting others out, or talking for its own sake rather than to make a point about the topic). With regards to teamwork, an **A** grade goes to students who produce critical and thought-provoking work that is innovative and achieves the goals of the assignment in creative ways. [20 – 18 points]

B for class participation is awarded to students who participate regularly and productively in class discussion, who are prepared, and who are willing to engage. **B** discussants differ from **A** students in that the latter are self-starters who do not rely on the instructor's questions to set the agenda for

discussion. You earn a **B** on teamwork if you have been a solid and dependable team member who has pulled his/her weight, and has results to show for it. [17- 15 points]

C for class participation is awarded to those who participate on a regular, but less frequent basis than the **B** student. **C** discussants are prepared for class, but their contributions indicate that less thought has been given to assigned materials. Individuals get a **C** on teamwork if they attend group meetings and allow team members to assign them tasks rather than taking the initiative to contribute something original to the groupwork.[14 - 12 points]

D for class participation is given to those who contribute infrequently to the discussion and whose contributions do not appear to arise from thoughtful consideration of the assignments. In teams, this means that you were on the periphery of group discussions and team efforts – you sat back and let the action flow around you. [11 - 09 points]

F for non-participation in class discussion. Of course, participation is impossible if you don't attend class. Frequent absences mandate **F** grades. The same standards apply for group work as well [08-00 points]

Grade Appeals:

A grade appeal must be submitted within 48 hrs. of receiving the grade for the specific assignment. It must be in writing (e-mail) and should include clear reasons that are fact-based (not emotional) as to why the student feels that s/he deserves a higher grade. No late appeals will be considered. In the case of the final exam/project, you may appeal the grade by the end of the first week of the following semester.
