



MARYMOUNT UNIVERSITY

School of Arts and Sciences
2018-19

COURSE SYLLABUS

Course Number CMD 421 A	Course Title Project		
Fall Semester	Spring Semester XX	Summer Semester	Credit Hours 1-6
Name of Instructor Barry C. Erdeljon			
Meeting Day, Time, and Room Number To be arranged			
Final Exam Day, Time, and Room Number NA – Final project due May 3rd			
Office Hours, Location, Phone TU 1:00-3:00, WED 6:00-7:00, TH 9:30-10:30 Gailhac G106, 703-284-1652. Other times by appointment			
E-mail and Web Site barry.erdeljon@marymount.edu			
Course Description - An investigation of a selected topic in the major discipline. The project is intended to demonstrate the ability to conduct independent research and present the results as a communication and media design project with writing of commendable quality. Prerequisite: permission of the dean of Art, Design and Humanities. This course is repeatable for up to six credits. (1-6)			

UNIVERSITY STATEMENTS

ACADEMIC INTEGRITY

By accepting this syllabus, you pledge to uphold the principles of Academic Integrity expressed by the Marymount University Community. You agree to observe these principles yourself and to defend them against abuse by others. Items submitted for this course may be submitted to TurnItIn.com for analysis.

STUDENT COPYRIGHT INFORMATION

For the benefit of current and future students, work in this course may be used for educational critique, demonstrations, samples, presentations, and verification. Outside of these uses, work shall not be sold, copied, broadcast, or distributed for profit without student consent.

ACCOMMODATIONS AND ACCESSIBILITY CONCERNS

Please address any special challenges or needs with the instructor at the beginning of the semester.

Students with Disabilities

If you are seeking accommodations (class/course adjustments) for a long-term or short-term (less than 6 months) disability, you must do the following:

- 1) Register as a student with a disability with Student Access Services (SAS) in the Center for Teaching and Learning. This process takes time, so you should engage it as early as possible.
- 2) Once registered with SAS, you may be approved for accommodations by SAS. Approved accommodations will be listed on a "Faculty Contact Sheet" (FCS). This is important because not all accommodation requests are approved.

- 3) After receiving the FCS, meet with each of your instructors as soon as possible to review your accommodations, and have them sign the FCS. This document will help you and your instructors develop a plan for providing the approved accommodations.
- 4) Let SAS know if there are any concerns about the way your accommodations are being implemented by your instructors.

Please remember that:

- 1) Accommodations for disabling conditions cannot be granted if you do not follow the above steps.
- 2) Accommodations are not retroactive. That is, accommodations can only be applied to a course *after* they have been approved by SAS and put into motion by *you* through working with your instructors.
- 3) Appointments with the SAS staff are scheduled through the Starfish "Success Network" tab in Canvas. For more information, check the SAS website, e-mail access@marymount.edu, or call 703-284-1538.

Students with Temporary Challenges

Temporary challenges due to accident, illness, etc. that may result in missing class or navigating general campus access do not fall under the purview of SAS. If you experience something of this nature, please start by alerting your instructors. The Dean of Student Success may be involved in alerting instructors in extreme cases.

EMERGENCY NOTIFICATION POLICY

When students are absent due to a crisis situation or unexpected, serious illness and unable to contact their individual instructors directly, the Division of Student Affairs can send out an Emergency Notification. To initiate an Emergency Notification, students should contact the **Division of Student Affairs 703-284-1615** or student.affairs@marymount.edu. Emergency Notifications are **NOT** appropriate for non-emergency situations (e.g. car problems, planned absences, minor illnesses, or a past absence); are **NOT** a request or mandate to excuse an absence, which is at the sole discretion of the instructor; and are **NOT** a requirement for student absences. If a student contacts instructors about an emergency situation directly, it is not necessary to involve the Division of Student Affairs as arrangements are made to resolve the absence.

For non-emergency absences, students should inform their instructors directly.

ACCESS TO STUDENT WORK

Copies of your work in this course including copies of any submitted papers and your portfolios may be kept on file for institutional research, assessment and accreditation purposes. All work used for these purposes will be submitted confidentially.

UNIVERSITY POLICY ON WEATHER AND EMERGENCY CLOSINGS

Weather and Emergency closings are announced on Marymount's web site: www.marymount.edu, through **MUAlerts**, area radio stations, and TV stations. You may also call the **Weather and Emergency Hotline at (703) 526-6888** for current status. Unless otherwise advised by local media or by official bulletins listed above, students are expected to report for class as near normal time as possible on days when weather conditions are adverse. Decisions as to inclement closing or delayed opening are not generally made before 6:00 AM and by 3:00 PM for evening classes of the working day. Emergency closing could occur at any time making **MUAlerts** the most timely announcement mechanism. **Students are expected to attend class if the University is not officially closed.** If the University is closed, course content and assignments will still be covered as directed by the course instructor. Please look for communication from course instructor (e.g., Canvas) for information on course work during periods in which the University is closed.

1. BROAD PURPOSE OF COURSE

An investigation of a selected topic in the major discipline. The project is intended to demonstrate the ability to conduct independent research and present the results as a communication and media design project with writing of commendable quality. Prerequisite: permission of the dean of Arts and Sciences. This course is repeatable for up to six credits. (1-6)

2. COURSE OBJECTIVES: Upon successful completion of this course students will be expected to:

- Conduct research
- Design an independent study investigation
- Understand the literature relevant to the topic
- Execute the project
- Present and display the project

3. TEACHING METHOD

Independent research
Critiques with professor bi-weekly or more often if required
Individual reflection
Independent execution of the project

4. GRADING POLICY

- a. Design brief: statement of goals and objectives 5pts
- b. Timeline and production schedule 5 pts
- c. Research outline 5 pts
- d. Research and analysis 10 pts
- e. Project design 20 pts
- f. Complete execution of project in written and or visual form 50 pts
- e. Presentation of the project to the professor 5 pts

Total 100pts

Tuesday, September 4, 2018, is the last day to withdraw from a class without academic record.

Friday, November 2, 2018, is the last day to withdraw from a class with a grade of W

Grading Scale:

A	A-	B+	B	B-	C+	C	C-	D+	D	F
93-100	90-92	87-89	83-86	80-82	77-79	73-76	70-72	67-69	60-66	0-59

5. CLASS SCHEDULE

Scheduled meetings:

Arranged between instructor and student per approved "Independent Study Contract"

In person or electronic bi-weekly work-in-progress required

5a. PROJECT WEBSITE

A student created project website for sharing work-in-progress and final project is required with regularly scheduled updates

6. REQUIRED TEXT

NA