ENGL 5398-120 Thesis (1-6 Credit Hours)

Texas A&M University – Central Texas

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Instructor Information

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Course Description

1-6 Credit Hours. Scheduled when student is ready to begin thesis. No credit until thesis is accepted. Prerequisite(s): ENGL 5374, 24 hours of graduate credit and permission of department chair.

Enrolled students are to schedule a meeting with me during the first week of the semester. During this meeting, we will establish the work that the student must complete by the end of the semester in order to have made satisfactory progress on the thesis project. Students must abide by the terms set during this meeting in order for the progress they make on their thesis project during the semester to be considered satisfactory.

The thesis project is a rigorous, extended, and sustained piece of original scholarship that offers an in-depth analysis, examination, or argument of one topic. Students pursuing this option will enroll in six credit hours of ENGL 5398 (Thesis) with approval from the Graduate Coordinator of the MA in English. These credit hours can be taken in a student's final semester or be spread over the final two semesters. However, once the student begins enrollment in thesis hours, the student must maintain continuous enrollment of at least one credit hour of thesis per semester in the fall and spring until the student graduates (decisions about summer enrollment should be made in consultation with the student's thesis advisor and the Graduate Coordinator of the MA in English). Please note that only six credit hours of ENGL 5398 can be counted toward graduation.

The thesis shall be prepared in accordance with the procedures specified by the Graduate School. Upon completion of the thesis, the student shall sit for an oral defense before their thesis committee.

Committee Formation
Students should arrange to meet with the Graduate Coordinator of the MA in English to present a topic or area to consider for a thesis. The Graduate Coordinator of the MA in English and student will decide together who to name the chair of the thesis project. Only Graduate Faculty can chair a thesis project. Should the designated faculty member agree to chair the thesis student, this person will become that student's thesis advisor, and the contact person for the student throughout the thesis project. The thesis topic must be approved by the Graduate School by filing the Thesis Proposal Approval Form available from the Graduate School. Deadlines related to the thesis are also available from that office, including deadlines related to submitting the topic approval form, the defense deadline, and filing an electronic copy of the thesis.

The specifics of the thesis—that is, number of chapters, expectations for content, and deadlines—will be determined by the thesis chair and the thesis writer. The chair of the thesis will recommend at least one additional reader for the thesis project. More normally, the thesis will have two additional readers so that the thesis committee will consist of three full-time faculty members who are also members of the Graduate Faculty. In some cases, one reader may be from outside the English program. Only the Graduate Coordinator of the MA in English can approve the formation of a committee. The thesis advisor will need to secure this approval before the student begins work on the thesis project.

It is incumbent on the student to remain in steady communication with the thesis advisor at every stage of the thesis. The thesis advisor will set deadlines for progress. Only those who meet these deadlines, meet them at the level the advisor sets, and remain in contact with the advisor should expect to remain on track to complete the thesis in a timely manner or to earn a passing grade for thesis hours.

Students may be required to write a thesis proposal depending upon the project and at the discretion of the thesis advisor. If a proposal is required, the student's thesis advisor will establish a deadline by which the proposal should be completed.

Requirements of Thesis
While many of the requirements of the thesis will be determined between the chair and the student, there are some basic requirements every thesis project must meet.

- The thesis should be no fewer than 60-pages, not including works cited or appendices.
- The thesis will make an original contribution to some area within English studies.
- Students must successfully defend their thesis in an oral defense (see below).

As already stated, the structure of the thesis can vary. One possible structure for the thesis is,
- Introduction: State the scope, central research question(s), and thesis. Also, describe the structure of the manuscript that follows, including the purpose of each chapter. The Introduction is often written last because you will not know what you are introducing until you write the rest of your thesis.
- Chapter 1: Review the relevant scholarship. Demonstrate to your reader that you are a master of the field. You do not need to include every publication, but you should not miss anything important. Show the various schools of thought, and where scholars agree or disagree. Conclude by showing where the gaps and unanswered questions are – that is where your thesis fits in.
- Chapter 2-X: Subsequent chapters explore how your work in primary and secondary sources fills the gaps in how one understands your topic or question. Each chapter should link back to your central research question(s). The required number of chapters, as well as the overall length of your thesis, will vary based on your topic. If you have questions about this, please direct them to your thesis chair.
- Conclusion: Explain what we now know about this subject as a result of your work, and how your work has changed our understanding of the topic.

Again, this is only one possible structure. Only the thesis advisor can approve the structure for each thesis project. Issues that may arise between the student and the thesis advisor should be directed to the Graduate Coordinator of the MA in English, or to the Chair of the Department of Humanities if the Graduate Coordinator is also the thesis advisor for a project. The chair is the final arbitrator for issues related to the thesis.

Thesis Defense
Following the completion of a thesis, the student will provide a professional presentation of the most central elements of the thesis and defend those elements and others related to it to the full thesis committee. While the specific expectations for a student's defense will be determined by the thesis chair, every defense will include an oral presentation equivalent to a professional presentation for an academic organization, will require the candidate to field impromptu questions from the thesis committee regarding the presentation and the thesis itself, and will be made open to the public, although guests are not allowed to participate (e.g. ask questions, make interjections, offer their own ideas etc.).

A defense can result in three outcomes:

- Pass with no thesis revisions
- Conditional pass based on thesis revisions
- No pass

An outcome of "no pass" requires the student to work with the thesis advisor to address issues raised by the committee, and to sit for another oral defense. A student can only sit for one defense a semester, which means that an outcome of "no pass" will delay graduation at least one semester. Two unsuccessful defenses will result in the student being converted to the non-thesis track.

An outcome of "conditional pass based on revisions" can only convert to a pass if the student submits all revisions ahead of the deadlines established by the Office of Graduate Studies. Following a successful defense, but before submitting the thesis to the Office of Graduate Studies, the student must make certain that the thesis is free of typographical, spelling, and grammatical errors. The Office of Graduate Studies will return theses if they contain such errors or do not conform to its prescribed format. Failure to meet these deadlines will result in an outcome of "no pass," and all the conditions of a no pass will become applicable.

Following approval by the Office of Graduate Studies, the thesis will be published and made available through ProQuest. Questions about thesis publication should be addressed to the Office of Graduate Studies.

Program Assessment Statement

To ensure the learning outcomes are met in the English Department, there is a program-wide artifact collection process. To that end, some of the projects you complete this semester may be used for programmatic assessment. Please note that all efforts will be made to keep your identity anonymous; as such, all identifying markers will be removed from your work if used for programmatic assessment. If you have any questions or concerns, please contact Dr. Dunai.

Important University Dates

For important university dates, see https://www.tamuct.edu/registrar/academic-calendar.html.

Drop Policy

If you discover that you need to drop this class, you must complete the Drop Request Dynamic Form through Warrior Web.

[https://federation.ngwebsolutions.com/sp/startSSO.ping?PartnerIdpId=https://eis-prod.ec.tamuct.edu:443/samlsso&SpSessionAuthnAdapterId=tamuctDF&TargetResource=https

%3a%2f%2fdynamicforms.ngwebsolutions.com%2fSubmit%2fStart%2f53b8369e-0502-4f36-be43-f02a4202f612].

Faculty cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Incompletes

Incompletes are only assigned due to unexpected emergency situations which occur after the final drop date (for example, an emergency medical situation experienced by the student). If you simply find yourself overwhelmed by the semester's demands, you do not qualify for an incomplete. If you experience an emergency which you believe will prevent you from completing the semester's work before the final drop date, you are expected to drop. If you experience an unexpected emergency situation *after* the final drop date which you believe will prevent you from completing the semester's work, please contact me as soon as possible so that we can discuss whether you qualify for an incomplete.

Technology Statement

Technology Requirements
This course will use the A&M-Central Texas Instructure Canvas learning management system. We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.
Logon to A&M-Central Texas Canvas [https://tamuct.instructure.com/] or access Canvas through the TAMUCT Online link in myCT [https://tamuct.onecampus.com/]. You will log in through our Microsoft portal.

Username: Your MyCT email address. Password: Your MyCT password

Canvas Support
Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

Online Proctored Testing

A&M-Central Texas uses Proctorio for online identity verification and proctored testing. This service is provided at no direct cost to students. If the course requires identity verification or proctored testing, the technology requirements are: Any computer meeting the minimum computing requirements, plus web camera, speaker, and microphone (or headset). Proctorio also requires the Chrome web browser with their custom plug in.

Other Technology Support
For log-in problems, students should contact Help Desk Central

24 hours a day, 7 days a week

> Email: helpdesk@tamu.edu
> Phone: (254) 519-5466
> Web Chat: [http://hdc.tamu.edu]

Please let the support technician know you are an A&M-Central Texas student.

Academic Integrity

Texas A&M University-Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. All academic misconduct concerns will be referred to the Office of Student Conduct. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more information regarding the student conduct process,
[https://www.tamuct.edu/student-affairs/student-conduct.html].

If you know of potential honor violations by other students, you may submit a referral,
[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Academic Accommodations

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Warrior Center for Student Success, Equity and Inclusion is responsible for ensuring that students with a disability receive equal access to the university's programs, services and activities. If you believe you have a disability requiring reasonable accommodations, please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information, please visit our Access & Inclusion Canvas page (log-in required) [https://tamuct.instructure.com/courses/717]

Important information for Pregnant and/or Parenting Students

Texas A&M University-Central Texas supports students who are pregnant, experiencing pregnancy-related conditions, and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit Student Affairs [https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender–including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

The University Writing Center

Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (A&M–Central Texas) is a free service open to all A&M–Central Texas students. The hours of operation are from 10:00 a.m.-5:00 p.m. Monday thru Thursday in Warrior Hall 416 (with online tutoring available every hour as well) with satellite hours available online only Monday thru Thursday from 6:00-9:00 p.m. and Saturday 12:00-3:00 p.m.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via WCOnline [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

Tutoring

Tutoring is available to all A&M-Central Texas students, both virtually and in-person. Student success coaching is available online upon request.

If you have a question, are interested in becoming a tutor, or in need of success coaching contact the Warrior Center for Student Success, Equity and Inclusion at (254) 501-5836, visit the Warrior Center at 212 Warrior Hall, or by emailing WarriorCenter@tamuct.edu.

To schedule tutoring sessions and view tutor availability, please visit Tutor Matching Services [https://tutormatchingservice.com/TAMUCT] or visit the Tutoring Center in 111 Warrior Hall.

Chat live with a remote tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.

University Library & Archives

The University Library & Archives provides many services in support of research across campus and at a distance. We offer over 350 electronic databases containing approximately 631,525 eBooks and 75,149 journals, in addition to the 97,443 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place virtually through WebEx, Microsoft Teams or in-person at the library. Schedule an appointment here [https://tamuct.libcal.com/appointments]. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [https://tamuct.libguides.com/index]

A Note About Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Wellness and Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the Title IX webpage [https://www.tamuct.edu/compliance/titleix.html].

Behavioral Intervention

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the referral online

[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

Anonymous referrals are accepted. Please see the Behavioral Intervention Team website for more information [https://www.tamuct.edu/bit]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5805.

Safezone

SafeZone provides a public safety application that gives you the ability to call for help with the push of a button. It also provides Texas A&M University-Central Texas the ability to communicate emergency information quickly via push notifications, email, and text messages. All students automatically receive email and text messages via their myCT accounts.

Downloading SafeZone allows access to push notifications and enables you to connect directly for help through the app.

You can download SafeZone from the app store and use your myCT credentials to log in. If you would like more information, you can visit the SafeZone website [www.safezoneapp.com].

To register SafeZone on your phone, please follow these 3 easy steps*:*
1. Download the SafeZone App from your phone store using the link below:
     o iPhone/iPad: [https://apps.apple.com/app/safezone/id533054756]
     o Android Phone / Tablet
        [https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp]
2. Launch the app and enter your myCT email address (e.g. {name}@tamuct.edu)
3. Complete your profile and accept the terms of service

For updates on COVID information, please monitor the University website [https://www.tamuct.edu/covid19/]

Copyright Notice

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The professor reserves the right to amend this syllabus at any time. If changes are required, students will be notified immediately and provided with a copy of the updated section(s).