

APPROVED

The University Of Toledo

New Graduate Course Proposal

ORIGINAL RECEIVED

APR 1 2013

COLLEGE OF GRADUATE STUDIES RECEIVED

APR 1 2013

COLLEGE OF GRADUATE STUDIES

* denotes required fields

1. College*: Coll Lang, Lit, and Soc Sci

Department*: Women's and Gender Studies

2. Contact Person*: Charlene Gilbert Phone: 530-2233 (xxx-xxxx) Email: charlene.gilbert@utoledo.edu

3. Alpha/Numeric Code (Subject area - number)*: WGST - 5980

4. Proposed title*: Special Topics Gender

Proposed effective term*: 201340 (e.g. 201140 for 2011 Fall)

5. Is the course cross-listed with another academic unit? Yes No

Approval of other academic unit (signature and title)

Is the course offered at more than one level? Yes No

If yes, an undergraduate course proposal form must also be submitted. If the undergraduate course is new, complete the New Undergraduate Course Proposal; if the undergraduate course is existing, submit an Undergraduate Course Modification Proposal.

6. Credit hours*: Fixed: 3 or Variable:

7. Delivery Mode:	Primary*	Secondary	Tertiary
a. Activity Type *	Lecture	Online	Seminar
b. Minimum Credit Hours *	3		
Maximum Credit Hours *	3		

c. Weekly Contact

TS *

3

6. Terms offered: Fall Spring Summer

Years offered: Every Year Alternate Years

9. Are students permitted to register for more than one section during a term? No Yes

May the courses be repeated for credit? No Yes

Maximum Hours

10. Grading System*:
- Normal Grading (A-F, PS/NC, PR, I)
 - Passing Grade/No Credit (A-C, NC)
 - Credit/No Credit
 - Grade Only (A-F, PR, I)
 - Audit Only
 - No Grade

11. Prerequisites (must be taken **before**): i.e. C or higher in (BIOE 4500 or BIOE 5500) and C or higher in MATH 4200

PIN (Permisson From Instructor)

PDP (Permission From Department)

Co-requisites (must be taken **together**):

12. Catalog Description* (75 words Maximum)

A course on specialized topics in Women's and Gender Studies. Consult schedule of courses for topics to be studied and semester offered.

13. Attach a syllabus and an electronic copy of a complete outline of the major topics covered. Click [here](#) for template.

Syllabus: * | | Special Top...tudies5980

Additional Attachment 1: | | no file selected

Additional Attachment 2: | | no file selected

Course Approval:

Department Curriculum Authority:

Sharon Barnes

Date



March 21, 2013

Department Chairperson:

M. D. Hale

Date



3/21/13

College Curriculum Authority or Chair:

David Black

Date



3/27/13

College Dean:

Jane Bryan, Assoc. Dean
LLS

Date



3/29/13

Graduate Council:

PLH

Date



4-16-2013

Dean of Graduate Studies:

Date



Office of the Provost :

Date



Submit New Course Proposal

Administrative Use Only

Effective Date:



(YYYY/MM/DD)

CIP Code:

Subsidy Taxonomy:

Program Code:

Instructional Level:

University of Toledo
College of Languages, Literature and Social Sciences

Special Topics in Gender Studies

WGST 5980
Fall 2013

Syllabus

Instructor: Will Vary

Office: University Hall Room 4260B

Department Website: www.utoledo.edu/lss/wgst

Office Hours: Monday and Wednesday 12:30PM – 3:00PM, University Hall Room 4260B

Phone: 419-530-2233

Email: Charlene.gilbert@utoledo.edu

Class Meeting Location: TBD

COURSE DESCRIPTION:

A course on specialized topics in Women's and Gender Studies. Consult schedule of courses for topics to be studied and semester offered.

***Texts (Required and Recommended, Reserve Materials, etc.)**

REQUIRED TEXTBOOKS:

Texts and other materials will vary depending on course topic.

Books Will be Available at:

University of Toledo Bookstore

Toledo, OH 43606

Telephone: (419) 530-2516

Course Requirements: Expectations of students in course

Expectations of Students:

Readings: Students will be expected to complete the weekly readings screenings by the date the material is listed in the syllabus.

Classroom Discussion. Students will be expected to actively and regularly engage in classroom discussions of the readings and supplemental materials.

Writing. Students will be expected to complete multiple writing assignments and independent research. Specific writing assignments will be determined by the professor.

***Grading policy or criteria**

Grading: The final course grades are based on the university standard. Individual exam and paper scores use the same scale.

- A Achievement of outstanding quality 93-100
- A- Achievement of slightly less than outstanding quality 90-92
- B+ Achievement of slightly better than high quality 87-89
- B Achievement of high quality 83-86
- B- Achievement of slightly less than high quality 80-82
- C+ Work of slightly better than average quality 77-79
- C Work of average quality 73-76
- C- Work of slightly less than average quality 70-72
- D+ Work well below the average quality 67-69
- D Poor but passing 63-66
- D- Barely above failing 60-62
- F Failure 59 and below

***Assessment of Learning: Identification of methods used to assess student learning in the course**

COURSE REQUIREMENTS/EVALUATION:

Students will be evaluated on their written assignments, class participation and final research paper. Specific weights and assignments will be determined by the individual professors teaching the course.

Classroom Procedures: Expectations of classroom behaviors including UT policies

CLASSROOM PROCEDURES

Assignments: Detailed descriptions will be provided for each assignment either in your textbook or as a separate handout. If you have any questions about an assignment be sure to speak with the professor before the assignment is due.

Readings: The readings are listed under the class period in which they will be discussed. You should complete the readings listed for the class date before the class period so that you will be able to fully participate in discussions and class work.

Attendance: Attendance is mandatory. If you anticipate missing more than 2 classes please speak with the professor before signing up for this course.

Cell Phones/Electronic Devices: Turn off all electronic devices before class.

Late Work: Late work is reduced by $\frac{1}{2}$ grade for each day the assignment is late.

Course Schedule: The course schedule presents due dates for the readings, writing, exams, and major assignments. Please note that schedule is subject to change, as announced in class.

RESOURCES for STUDENTS:

Office of Accessibility

If you are a person with a disability, which may require a classroom accommodation, you will need to register with the Office of Accessibility (Rocket Hall Room 1820, Voice 419-530-4981, TTY 419-530-2612) to ensure that the appropriate support services are available. Information shared with the Office of Accessibility will be kept confidential to the extent consistent with State and Federal law. Please contact the instructor to discuss your classroom concerns.

Writing Center

The Writing Center works with current UT undergraduate and graduate students, faculty and staff on a variety of writing projects in any subject. Experienced, polished writers read, review, and respond to papers in order to assist other writers individually at any stage of academic or personal writing. Writers meet with Writing Center tutors in order to generate ideas, organize notes and thoughts, and receive feedback on drafts or completed papers. Spring Hours: Monday through Thursday 10-8 pm, Friday 10-5 pm. The Writing Center is located in Carlson Library, Room 1005. For more information call, 419-530-4939.

Learning Enhancement Center

The Learning Enhancement Center provides academic assistance to all University of Toledo students. Their services include drop-in tutoring and supplemental instruction. For more information call 419-530-2176. The LEC is located in the basement of the Carlson Library.

Counseling Center

The Counseling Center works with current UT students, without cost. Counseling by a therapist is provided based on availability. The Center provides assistance to resolve personal, social, family, or academic concerns that may be interfering with a student's ability to get the most out of a university career. Call 419-530-2426 for more information.

ACADEMIC DISHONESTY

Academic dishonesty will not be tolerated. Among the aims of education are the acquisition of knowledge and development of the skills necessary for success in any profession. Students are responsible for knowing what constitutes academic dishonesty. If students are uncertain about what constitutes plagiarism or cheating, they should seek the instructor's advice. Examples of academic dishonesty include, but are not limited to:

1. Plagiarizing or representing the words, ideas or information of another person as one's own and not offering proper documentation;
2. Giving or receiving, prior to an examination, any unauthorized information concerning the content of that examination;
3. Referring to or displaying any unauthorized materials inside or outside of the examination room during the course of an examination;
4. Communicating during an examination in any manner with any unauthorized person concerning the examination or any part of it;
5. Giving or receiving substantive aid during the course of an examination;
6. Commencing an examination before the stipulated time or continuing to work on an examination after the announced conclusion of the examination period;
7. Taking, converting, concealing, defacing, damaging or destroying any property related to the preparation or completion of assignments, research or examination;
8. Submitting the same written work to fulfill the requirements for more than one course.

Should cases of academic dishonesty be found among students, the instructor may choose to counsel the student, or the following sanctions may be imposed:

1. The student may be assigned an F for the work in question.
2. The student may be assigned an F for the course. In this case, the instructor should inform the dean and the student of this action. The dean will make certain that the student receives the F grade and is not permitted to withdraw from the course.
3. The student may be placed on probation or suspended for some definite period of time, dismissed or expelled by the dean if either the seriousness of the offense or a record of repeated offenses warrants it.

A notation that such a sanction has been imposed will be made part of the student's permanent record. It is expected that the dean will consult with the instructor and the student in making such a judgment, and that the dean will notify the student of the sanction imposed and of the appeals procedure.

The policy stated above is taken directly from the University of Toledo policy on

Academic Dishonesty which can be found at
www.utoledo.edu/catalog/policies.html.

If you have any questions about plagiarism or academic dishonesty please feel free to meet with the professor for clarification.

***Tentative Class Schedule/Activities/List of Topics Covered**

To be determined by instructor each semester offered.