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Welcome to the ST/D&S program in the New College of Interdisciplinary Arts and Sciences at Arizona State University. We are truly excited for you to join us. This is a transitional period, as we welcome our first new class since the beginning of a global pandemic, and under the new “data & society” curriculum. But those challenges also bring opportunities, and your joining the program means new opportunities for you, and for our scholarly community.

Datafication is affecting every facet of our social, business, political, and personal lives. Everyone is trying to come to grips with it as it applies to their own organizations and lives. This program is designed to make you an expert in the ways in which data can be used and misused. Rather than just trying to adapt to the new opportunities and threats that big data brings, this means you will be capable of leading change and shaping our future datafied landscape. That future should mean professionals who are aware of the ways in which inequality is coded into algorithmic culture, and who are prepared to help build a future with opportunities for all.

This also means that you should be ready to carve your own path. Early on in the program you should be thinking about the kinds of knowledge and abilities you need in order to accomplish your goals. I and the other faculty of the program are ready to help you figure that out. By the time you graduate, you will have demonstrated a set of competencies and knowledge that will make you a rarity: someone who is able to cross the technical and scientific with the organizational and deeply human.

In this program you will be working closely with top scholars in the field. Take advantage of this opportunity to not only learn from them in classes but to meet with them during office hours, in labs, and elsewhere. Get to know all the members of the scholarly community—faculty, staff, students, and alums—because all will contribute to your education and success.

This handbook has been prepared to assist you in navigating the challenging realm of graduate studies. It is meant to be a handy basic guide to procedures. If you have questions about anything, please contact me or the graduate advisors at New College and at ASU Graduate College.

Welcome aboard!

Alexander Halavais
Graduate Director, Master of Arts in Social Technologies
May 2021
Diversity, Equity, and Inclusion

Statement

The New College of Interdisciplinary Arts and Sciences supports all forms of equity, diversity, and inclusion and aims to foster a sense of belonging for all its students, staff and faculty. Diversity and inclusion at New College encompass gender identity and expression, race and ethnicity and also socioeconomic background, religion, sexual orientation, age, disability status, veteran status, nationality, linguistic background and intellectual perspective. Our unit and the University are deeply committed to building excellence, enhancing access, and having an impact on our communities, state, nation, and the world. This is actualized by our faculty and staff who reflect the intellectual, ethnic, and cultural diversity of our nation and world to ensure that our students learn from the broadest perspectives, and are engaged in the advancement of knowledge with the most inclusive understanding possible of the issues that are addressed through our scholarly activities.

Find more information at Graduate Student Diversity Resources; Center for the Study of Race and Democracy

Student Body

The below demographics represent the New College campus/ground and digital/online immersion graduate students for the 2021-2022 academic year as of July 1, 2021.
Careers

- Chief information officer
- Communications director
- Community manager
- Data journalist
- Director of data analytics
- Director of social analytics
- Intelligence analyst
- Policy analyst
- Program or project manager
- Public affairs specialist
- Research scientist
- Research or data analyst
- Social media manager
- Social strategist

Get Involved
Get involved by exploring the Student Organizations website!
Admissions

Admission to the MA program is offered in Spring and Fall Semester. The program uses a rolling admission deadline. Please refer to the Graduate Degree Search website for up to date admission information and deadlines.

Tuition Costs and Financial Aid

Tuition is set by ASU and the Arizona Board of Regents every year. You can see the general tuition and fees chart by clicking here, or calculate your specific tuition costs by visiting ASU’s tuition calculator.

For information and questions regarding financial aid, please visit ASU's Financial Aid office website.
Advising

Faculty Advising
Dr. Alexander Halavais is the program director for the online MA in Social Technologies program. More information on Dr. Halavais is available here.

Staff Advising
The New College Graduate Staff Advisor, also known as the Academic Success Advisor, provides general advising designed to direct the student to courses required for their degree requirements. The Graduate Staff Advisor is available to assist students in the development and completion of the Interactive Plan of Study (iPOS). For Graduate Staff Advisor questions call 602-543-3000 or email NCGradOnline@asu.edu. To schedule an appointment, go to https://advising.newcollege.asu.edu.

Student Progress
We have established an advising website that provides information about course offerings, policies, and additional resources for online students. To access this website please click here.

If you have questions after reviewing this handbook, the ASU Graduate College Policies and Procedures, and the advising website, please reach out to our team at ngradonline@asu.edu.

Each semester, one of our Graduate Advisors will review your academic record. You may be put on academic probation or recommended for dismissal for poor academic performance, failure to meet ASU Graduate College policies or deadlines, or for failure to demonstrate professional behavior or ethical violations.
Academic Requirements
Degree Requirements & Culminating Experience

The online MA in Social Technologies consists of 33 credit hours of graduate level (500-level or above) credit hours. Please review the ASU Office of Graduate College at https://graduate.asu.edu/current-students/policies-forms-and-deadlines/policy-manuals regarding Pre-Admission Credit. All such courses must be cleared by the Program Director and the ASU Graduate College. The program requirements include:

**Fall Semester Start**
First Semester (Fall – 9 Credits)
- STC 501: Theories of Data & Society
- STC 537: Technologies of Community
- STC 536: Networked Publics

Second Semester (Spring – 9 Credits)
- STC 510: Data Wrangling
- STC 550: Computational Social Methods I
- STC 551: Computational Social Methods II

Third Semester (Summer – 6 Credits)
- STC 512: Data, Places, People, and Things
- STC 539: Social Search & Filtering

Fourth Semester (Fall – 9 Credits)
- STC 527: Ethics and Policies of Social Data
- STC 528: Communicating Data Science
- STC 570: Social Data Projects

**Spring Semester Start**
First Semester (Spring – 9 Credits)
- STC 510: Data Wrangling
- STC 550: Computational Social Methods I
- STC 551: Computational Social Methods II

Second Semester (Summer – 6 Credits)
- STC 512: Data, Places, People, and Things
- STC 539: Social Search & Filtering

Third Semester (Fall – 9 Credits)
- STC 501: Theories of Data & Society
- STC 537: Technologies of Community
- STC 536: Networked Publics

Fourth Semester (Spring – 9 Credits)
- STC 527: Ethics and Policies of Social Data
- STC 528: Communicating Data Science
- STC 570: Social Data Projects
Program Course Descriptions

**STC 501: Theories of Data & Society (3).** Surveys the development of social theory with regard to structures of knowledge and data exchange. Prepares students to engage in theory building and deploy theoretical frameworks that inform and support their social research.

**STC 510: Data Wrangling (3).** Provides a technical grounding in the processes of extracting, processing, and combining data for the purposes of understanding social and institutional changes. Introduces structures of the web, programming for the extraction of data, storing data effectively, and basic tools for manipulating, visualizing, summarizing, and transforming collected data.

**STC 512: Data, Places, People, and Things (3).** While the Web continues to be our front door to networked data, the fastest growing segment of internet traffic is produced and consumed by sensors and embedded systems. Examines the ways in which these data may be acquired and used, and how new locative technologies may be prototyped to help understand their social impact.

**STC 527: Ethics and Policies of Social Data (3).** Explores the applied ethics of data, and how this relates to public policy, both from a social and an institutional perspective.

**STC 528: Communicating Data Science (3).** Making use of data means more than just designing algorithms that work consistently. Big data is useless if it cannot be effectively communicated to those who need it, whether that is policymakers, managers, or the public at large. Participants in this course will acquire techniques that allow them to effectively communicate complex data in writing, verbally, visually, and through interfaces.

**STC 536: Networked Publics (3).** Traces the move from mass society and the changes this has led to in the public sphere, political participation, and systems of governance.

**STC 537: Technologies of Community (3).** Examines the ways in which communities form, manage themselves, and improve through the use of networked technologies.

**STC 539: Social Search & Filtering (3).** Traces the role of search (and search engines) in the development of networked knowledge; how this biases social access to information; and the technologies of filtering, ranking and sorting that increasingly affect social access to information.

**STC 550: Computational Social Methods I (3).** Provides a foundation in the structure of scholarly inquiry and research design in the context of data and society.

**STC 551: Computational Social Methods II (3).** Extends exposure to advanced computational methods in the practice of social science.

**STC 570: Social Data Projects (3).** Participants collaborate on a substantial project relating to social use of data. In the process they bring to bear their theoretical and technical skills and demonstrate professional interaction and communication skills. Participants will also produce a required public portfolio of their work during their graduate program.
Plan of Study (iPOS)
The Interactive Plan of Study (iPOS) functions as an agreement between the student, the academic unit and the Graduate College. The iPOS contains certain requirements such as coursework, faculty committee, and a culminating experience which must be included before it can be approved. **NOTE:** Dr. Alexander Halavais will serve as the chair for the faculty committee section of the iPOS.

To facilitate program completion and shorten time to complete the program, graduate students are encouraged to complete their iPOS in their **first semester**. Students who have not completed their iPOS by the time they have enrolled for 50 percent of the minimum credit hours required for their degree program will receive a registration hold. No student will be allowed to register for the culminating experience without an approved and up-to-date iPOS on file.

If a student needs help with filing the iPOS, the student can download the [iPOS How-To Guide](#), visit the [iPOS website](#), OR contact their Graduate Staff Advisor for assistance.

Your iPOS will be reviewed by faculty and staff to ensure that it meets the Academic Requirements as outlined in the degree requirements of this handbook.

All courses that appear on the iPOS are applied toward the online MA in Social Technologies degree and are ineligible to be applied toward a future graduate degree. As such, we recommend students list only the 33 credits required for the degree on the iPOS.

Class Registration
Each semester you will register for classes electronically via My ASU. You can view the schedule of classes online [here](#). To find out when classes are available and when you must register please visit the [ASU Academic Calendar](#).
Graduate students are required to maintain continuous enrollment. This means that you must be enrolled in a minimum of one credit hour of graduate level coursework each fall and spring semester. Read the full policy on page 11 of the [Graduate College Policy Manual](#).

Capstone Registration
Students must meet the following criteria to be eligible to enroll in and complete the STC 570 course.

- Current and approved iPOS on file
- Graduate GPA, Cumulative GPA, iPOS GPA must all be at 3.00
- The semester of the capstone must also include STC 527 and STC 528

If a student meets the above criteria, the student can e-mail [NCGradOnline@asu.edu](mailto:NCGradOnline@asu.edu) to request an override to enroll in the course. If a student does not meet one or more criteria above they may not be able to register for STC 570 and/or may be removed from the course.

Curriculum Checklists
For curriculum checklists for your start term, please visit the [advising website](#).
Satisfactory Academic Progress Policy

It is the responsibility of the graduate student to be aware not only of the program’s requirements, but also policies set in place by the Graduate College. Students are required to be aware of and understand the current ASU Graduate Policies and Procedures, the New College of Interdisciplinary Arts & Sciences Satisfactory Academic Progress Policy, as well as any policies outlined in this manual.

In addition to requirements outlined in New College Satisfactory Academic Progress Policies students must achieve a grade of “B” or higher in all required courses that appear on the approved iPOS (required courses are listed in the ASU Academic Catalog). A student who receives a B- or lower in a core course in their program must repeat the course in a regularly scheduled (not an individualized instruction) class. Although only the “B” or higher can be included on the iPOS GPA, both grades will be used to compute the Cumulative GPA and the Overall Graduate GPA.

Student Code of Conduct

All students are expected to adhere to the Arizona Board of Regents Student Code of Conduct and university policies and procedures.

Students are expected to regularly check their ASU email accounts for messages from the university and New College. Students also are expected to regularly check their My ASU priority tasks for messages and holds from the university. Students are responsible for managing their tuition payments, finances and tracking university academic calendar deadlines.

Academic Integrity

The highest standards of academic integrity and compliance with the university’s Student Code of Conduct and Academic Integrity Student Policy are expected of all graduate students in academic coursework and research activities. The failure of any graduate student to uphold these standards may result in serious consequences including suspension or expulsion from the university and/or other sanctions as specified in the academic integrity policies of individual colleges as well as the university.

For more information please visit: the Graduate College’s Policies, Forms, and Deadlines and Maintaining Academic and Research Integrity.

ASU Graduate College Policies

Being a part of ASU means that all students, regardless of program, are held to the same high standards of academic integrity and excellence. It is important that all students familiarize themselves with these policies. The full policies and procedures manual can be found on the ASU Graduate College website.
University Resources

There are a number of resources available in the program and through the university.

New College/West Campus - Academic

- **Fletcher Library**
  - ASU Library now has an online tutorial version of "Library 501: What Grad Students Need to Know about the Library" workshop available for online students and anyone else for whom it might be useful. The Library 501 tutorial can be found on the tutorials page under “Other Tutorials [https://lib.asu.edu/tutorials](https://lib.asu.edu/tutorials) OR at [bit.ly/Library501Tutorial](https://bit.ly/Library501Tutorial). Students can review the full slate of workshop offerings here: [libguides.asu.edu/grad/workshops](https://libguides.asu.edu/grad/workshops).
  - Resources for ASU Online students through the ASU Library are available [here](https).
- **Graduate Academic Support Services** – in-person (all campuses) and online, no-cost writing and statistics tutoring (most services are free except for special sessions, refer to the website for more details).
- **Statistics and Methods (SAM) Lab**
- **Career & Professional Development Services** – resource for finding jobs and internships, career advising, and more; online services available.

New College/West Campus – Amenities

- **Dining Options**
- **Banks**
- **Parking & Transit**
- **Campus Shuttles**

University Services

- **International Student Services Center (ISSC)**
- **Health**
- **Counseling**
  - Graduate Student Wellness Resources
  - Graduate Student Wellbeing
  - **360 Life Services**: This resource gives students access to experts who can answer financial questions, provide legal advice, offer clinical or personal care, and provide career advice 24/7
- **Student Accessibility and Inclusive Learning Services (SAILS)**
- **Veterans**
- **Educational Outreach & Student Services (Dean of Students Office)**
- **Student Rights and Responsibilities**
- **Graduate Student Diversity Resources**
- **Business and Finances Services** (e.g. student business services, ID cards)
University Contact Information

- Provost’s Office
- Graduate College
- University Technology Office/IT Help
- Emergency Services
- Title IX Information and Coordinator
  - ASU prohibits all forms of discrimination, harassment and retaliation. To view ASU’s policy please see [https://www.asu.edu/aad/manuals/acd/acd401.html](https://www.asu.edu/aad/manuals/acd/acd401.html).
  - Title IX protects individuals from discrimination based on sex in any educational program or activity operated by recipients of federal financial assistance. As required by Title IX, ASU does not discriminate on the basis of sex in the education programs or activities that we operate, including in admission and employment. Inquiries concerning the application of Title IX may be referred to the Title IX Coordinator or to the U.S. Department of Education, Assistant Secretary, or both. Contact titleixcoordinator@asu.edu or 480-965-0696 for more information. Office located at 1120 S. Cady Mall, INTDSB 284. For information on making a report please go to [www.asu.edu/reportit/](http://www.asu.edu/reportit/).

Program Contact Information

With specific questions about the online MA in Social Technologies program, contact:

Online Graduate Studies Advising Team
New College of Interdisciplinary Arts and Sciences
(602) 543-3000
NCGradOnline@asu.edu

With general questions about ASU Graduate Studies Policies/Procedures, contact:

ASU Graduate College
Interdisciplinary Building, B Wing, Suite 285 – Tempe Campus
Grad-gps@asu.edu

With questions about tuition, scholarships, and financial aid, contact:

ASU Financial Aid
University Center Building, Suite 101
My ASU Portal

On your My ASU portal you will find information about your courses, transcripts, transportation, student success and support, finances, university policies and the academic calendar. Please take time to familiarize yourself with these areas:

Profile: Update your address, phone number, email information, or add guests, such as a parent, so they can look at FERPA-protected information including grades.

My Classes: Click on the name of each course to access the corresponding Canvas content. This is where you will see the syllabus, find links to readings and submit assignments. Take a few minutes to familiarize yourself with the structure of each course.

Final Transcript: If you sent in a transcript for admission to the program before you graduated, send your final transcript with your degree posted.

Academic Integrity Module: ASU Graduate College module reviewing academic integrity expectations. Please complete this as soon as possible. Please note, this module explains the university-wide policy. The New College academic integrity policy includes additions specific to our students. Please be familiar with both policies.

Academic Calendar: This has important dates you need to monitor, including when classes begin, last day to register or drop/add classes, tuition and fee payment deadlines, holidays, withdrawal deadlines, schedule of classes available and when to enroll.

Campus Services: This includes Health and Wellness Resources, such as health insurance, counseling, disability services; Transportation, such as parking permits, METRO Light Rail, U- Pass and campus shuttles; Student Success and Support, such as disability services, tutoring and student success centers; and Job & Career Services. Please note these job resources are university-wide and not specific to the MA in Social Technologies program.