Program Handbook

Master of Arts English

2020 - 2021

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Introduction

The Master of Arts degree in English offered by the New College of Interdisciplinary Arts and Sciences is a comprehensive program that addresses the many facets of English: its literatures; its linguistic, social, and cultural histories; and its capacities for persuasion, exposition, and elucidation.

The program is grounded in scholarly tradition, but designed for the demands of the twenty-first century. Its innovative curriculum has been developed to train present and future educators, as well as individuals pursuing careers in the wide variety of professions that value advanced critical thinking, research, and communication skills: from journalism and publishing to business communication, web content and social media management, educational and nonprofit consulting, public relations, and many more.

Our world-class faculty is ready to help enhance your skill set, deepen your knowledge base, and put the Master of Arts in English degree to work in your chosen profession.

This handbook presents degree requirements as well as policies and procedures for completion of the M.A. in English at the New College of Interdisciplinary Arts and Sciences (it does not refer to the M.A. in English offered at ASU’s College of Liberal Arts and Humanities at the Tempe campus). Further questions should be put to the Program Director for the M.A. in English, Dr. Annika Mann (Annika.Mann@asu.edu).
Admissions

Admission to the MA program is only offered for the Fall Semester. The program has a priority review date of February 1st of each year; however, applications will continue to be reviewed throughout the Spring and Summer terms. Please refer to the Graduate Degree Search website for up to date admission deadlines and application requirements.

Application Materials

Click here for the MA Program Application information.

Tuition Costs and Financial Aid

Tuition

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. Through the Western Regional Graduate Program, out-of-state residents from participating states may be eligible to pay only in-state tuition rates.

Financial Aid

Financial aid is available through several different sources:

1) **The Graduate College Fellowship (GCF)** is a need-based award to support new and continuing masters and doctoral students with financial need as determined by information taken from the FAFSA. The GCF is intended to support in recruitment and retention of outstanding graduate students at Arizona State University. Students may receive this award for a maximum of four semesters throughout their degree study. Students must be nominated by their academic unit.

2) **Merit Scholarship**: Depending on program funds, a small number of $2,000 merit scholarships may be available. Applicants are automatically considered for this scholarship and do not need to apply for it. Students who receive the scholarships are notified before the beginning of their first semester.

3) **Course Assistant Positions in General Studies**: These positions involve assisting faculty who teach NEW 194: Global Transformations which is the first of three, one-credit courses required in a new thematic General Studies program that is being piloted at the West campus. The CA duties will be completed both in person and remotely, including meetings with the faculty as needed. CAs will be appointed to assist in NEW 194 which is a C session, 15-week course. Responsibilities will include, but are not limited to, grading assignments, facilitating discussions, and answering student questions. The positions are competitive and carry a stipend, without additional benefits.
4) **Traditional Financial Aid** (Loans & Grants): For information on general financial aid products, please visit ASU's Financial Aid office ([https://students.asu.edu/financialaid](https://students.asu.edu/financialaid))

**Academic Advising**

**Faculty Advising**

The Program Director will advise students throughout the degree, and will communicate with all students at least once per semester to discuss their progress and to help with any concerns as they may arise. Whenever students have concerns over anything relating to their progress toward the M.A., they should contact the Program Director, Annika.Mann@asu.edu to arrange an appointment.

**Staff Advising**

The New College Graduate Staff Advisor, also known as the Academic Success Coordinator, provides general advising designed to direct the student to courses and faculty who could best meet their academic and professional interests. 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 NCGradAdvising@asu.edu. To schedule an appointment go to [https://advising.newcollege.asu.edu](https://advising.newcollege.asu.edu).

**Academic Requirements**

The MA in English consists of 30 hours of graduate (500-level or above) coursework. These courses will include:

- **Required Core Courses (6 credit hours)**
  - ENG 502 Contemporary Critical Theories (3)
  - ENG 582 Pedagogy (3)

- **Other Required Courses (6 credit hours)**
  - ENG 500 Research Methods (3)
  - ENG 591 Seminar (3)

- **Set Electives (15 credit hours)**
  - Please see [ASU Course Schedule](https://students.asu.edu/financialaid) for 500-level ENG courses offered in the New College or consult with Academic Success Coordinator and Program Director

- **Culminating Experience (3 credit hours)**
  - ENG 597 Graduate Capstone Seminar Course (3)

A maximum of 12 credit hours of relevant study taken prior to admission to the MA program may be used on a student’s Program of Study. Please review the Graduate College
Policy 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.

See Appendix B for the program advising checklist.

**Required Core Courses**

1. ENG 502 Contemporary Critical Theories: This course introduces students to graduate-level study of key figures, movements, controversies, and paradigms within 20th- and 21st-century literary theory.

2. ENG 582 Pedagogy: This course offers a graduate-level overview of diverse theories of English instruction, including composition/rhetoric, linguistics and literary, with emphasis upon development and implementation for high school- and community college-level instructors. Program Electives

**Other Required Courses**

1. ENG 500 Research Methods: This course provides students an introduction to graduate studies in English by offering instruction in research tools and methodology.

2. ENG 591 Seminar: This course guides students through preparation for their capstone projects.

**Elective Course Requirements**

The MA faculty have put together a sequence of courses to provide students with both depth and breadth across the discipline. It is strongly recommended that students follow the prescribed sequence of courses consisting of 30 credit hours. Students, however, may choose to take ENG or non-ENG coursework offered by various academic units. The selection of coursework is made in consultation with the Program Director.

**Culminating Experience: Capstone Seminar**

ENG 597 Graduate Capstone Seminar: This course guides students through the completion of their capstone projects.

The capstone is the integrating project completed at the end of the program of study. The capstone will most often take the form of a traditional research paper or applied project in literary scholarship, composition or rhetorical studies, or linguistics. Students prepare and submit a capstone project proposal in ENG 591, the term before beginning the project. The proposal, which must be approved by the Program Director, outlines the nature of the project and the work’s original contribution to the relevant fields of scholarship.
Plan of Study

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, a committee and a culminating experience which must be included before it can be approved.

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.

Your iPOS will be reviewed by faculty and staff to ensure that it meets the Academic Requirements as outlined on page 5 of this handbook.

All courses that appear on your iPOS are applied toward your MA degree and are ineligible to be applied toward a future graduate degree. As such, we recommend listing only the 30 credits required for the MA degree on your iPOS.

Graduation Checklist

After you have successfully registered for ENG 597, please review the following information to ensure a successful and smooth graduation process.

- Apply for graduation through your My ASU account online.
- Review dates and deadlines established by ASU Graduate College. Discuss these dates with your committee to determine dates to submit drafts and a date to submit the final project.
- Complete the capstone according to the recommendations, suggestions, and revisions provided by the capstone course instructor. In consultation with your advisor and graduate committee members ready capstone for public presentation.
- When your final project is approved by your capstone instructor:
  
  (i) The capstone instructor will input a letter grade for your ENG 597 course.
  (ii) Please submit an electronic copy of your capstone project, including a 100 word abstract, to the Academic Success Coordinator at NCGradAdvising@asu.edu. If the student consents to including his or her finished product in the New College Graduate Library, the student should state this in the email when the document is submitted.
**Satisfactory Academic Progress Policy**

As a graduate student it is your responsibility to be aware not only of your 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 Plan of Study (required courses are listed in the ASU Academic Catalog). A student who receives a C 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.

Required English Courses: ENG 502, ENG 500, ENG 582, ENG 597

**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:
https://eoss.asu.edu/dos/srr/codeofconduct

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 MyASU 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 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: https://graduate.asu.edu/current-students/policies-forms-and-deadlines/policy-manuals

**Funding for Travel**

We encourage our students to present research at national and international academic conferences. As such a number of options exist for funding travel to these events.
1. MA program funding. The MA program makes limited funding available (maximum of $300 per year) please review your program advising website for more information.

2. ASU Graduate College Travel Grants. ASU’s Division of Graduate College makes a limited number of travel grants available to students presenting at conferences. These grants typically cover airfare from Phoenix to the conference location. This award has four application deadlines per year and must be applied for well in advance of the travel date. Applications must be submitted to the director of the graduate program. See https://graduate.asu.edu/current-students/funding-opportunities/awards-and-fellowships/travel-awards for more information and deadlines.

3. Graduate and Professional Student Association (GPSA) Travel Grants. ASU’s graduate student association offers a variety of travel awards available. Individual travel awards (to conferences) are up to $950 and have a monthly application deadline. Group travel grants are for teams of student researchers presenting a symposium or other group project. Interview travel grants are need-based grants made available to students who require funds in order to travel to an academic interview (e.g., at a PhD program). Details and application materials can be found at http://gpsa.asu.edu/funding.

**Department and University Policies and Procedures**

Graduate students are expected to review and be familiar with all University Policies that impact their degree progress.

- ASU Academic Calendar (registration)
- ASU Graduate College Policy
  - Pre-admission credits
  - Continuous enrollment policy
  - Leave of absence information

**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
  - 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 our tutorials page: https://lib.asu.edu/tutorials or at bit.ly/Library501Tutorial
• Student can see the full slate of workshop offerings here:  
  libguides.asu.edu/grad/workshops
  o Graduate Academic Support Services – in-person (all campuses) and online, no-cost writing assistance and statistics tutoring (most services free except for special sessions, refer to website for more details)
  o Career & Professional Development Services – resource for finding jobs and internships, career advising, and more; online services available

New College/West Campus - Amenities
  o Dining Options
  o Banks
  o Parking & Transit

University Services
  o Student support:
    • International Student Services
      - International Teaching Assistants
    • Housing
    • Health
    • Counseling
      - Graduate Wellness Resources
      - 10 Best Practices in Graduate Student Wellbeing
    • Disability Resources
    • Veterans
    • Graduate and Professional Student Association
    • Educational Outreach & Student Services (Dean of Students Office)

  • Student Rights and Responsibilities
  • Graduate Student Diversity Resources

  o Business & Finance services (e.g., parking & transit, student accounts, ID cards)
  o Contact information
    • Provost’s Office
    • Graduate College
    • GPSA Outreach
    • IT Help Office
    • Emergency services
Graduate Faculty

Akua Duku Anokye, Associate Professor of English. PhD Linguistics, City University of New York, 1991.

Patrick Bixby, Associate Professor of English and Director of Graduate Studies. PhD English, Emory 2003.

Christopher Hanlon, Associate Professor of English and Program Director for the English PhD in English, University of Massachusetts 2001.

Darryl Hattenhauer, Associate Professor of English. PhD American Studies, University of Minnesota 1984.

Sharon Kirsch, Associate Professor of English and Rhetorical Studies. PhD University of Buffalo, 2004.

Annika Mann, Associate Professor of English. PhD English Indiana University, 2011.

Miriam Mara, Associate Professor of English. PhD English University of New Mexico, 2003.


Louis Mendoza, Professor of English and Director of the School of Humanities, Arts, and Cultural Studies. PhD English, University of Texas at Austin, 1994.

Michael Stancliff, Associate Professor of English and the Director of First-Year Composition. PhD English, State University of New York at Buffalo, 2001.
Appendix A

MA English - Sample Course Sequence

Enrollment options for the MA English program include **full-time** (three semesters/12 months) OR **part-time** (five semesters/24 months) for degree completion. Courses are held in ground immersion hybrid AND online formats.

### Full-time

<table>
<thead>
<tr>
<th>First Semester (Fall – 12 credit hours)</th>
<th>Second Semester (Spring – 12 credit hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 500: Research Methods (Session A)</td>
<td>ENG: Select one ENG available Elective Course (Session A)</td>
</tr>
<tr>
<td>ENG: Select one ENG available Elective Course (Session A)</td>
<td>ENG: Select one ENG available Elective Course (Session A)</td>
</tr>
<tr>
<td>ENG 502: Contemporary Critical Theories (Session B)</td>
<td>ENG 582: Pedagogy (Session B)</td>
</tr>
<tr>
<td>ENG: Select one ENG available Elective Course (Session B)</td>
<td>ENG: Select one ENG available Elective Course (Session B)</td>
</tr>
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<table>
<thead>
<tr>
<th>Third (Final) Semester (Summer - 6 credit hours)</th>
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</thead>
<tbody>
<tr>
<td>ENG 591: Seminar (Session A)</td>
</tr>
<tr>
<td>ENG 597: Graduate Capstone Seminar (Session B)</td>
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### Part-time

<table>
<thead>
<tr>
<th>First Semester (Fall – 6 credit hours)</th>
<th>Second Semester (Spring – 6 credit hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 500: Research Methods (Session A)</td>
<td>ENG: Select one ENG available Elective Course (Session A)</td>
</tr>
<tr>
<td>ENG: Select one ENG available Elective Course (Session A)</td>
<td>ENG 582: Pedagogy (Session B)</td>
</tr>
<tr>
<td>ENG 502: Contemporary Critical Theories (Session B)</td>
<td>ENG: Select one ENG available Elective Course (Session A)</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Third Semester (Fall – 6 credit hours)</th>
<th>Fourth Semester (Spring – 6 credit hours)</th>
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</thead>
<tbody>
<tr>
<td>ENG: Select one ENG available Elective Course (Session A)</td>
<td>ENG: Select one ENG available Elective Course (Session A)</td>
</tr>
<tr>
<td>ENG 502: Contemporary Critical Theories (Session B)</td>
<td>ENG: Select one ENG available Elective Course (Session B)</td>
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<tr>
<th>Fifth (Final) Semester (Summer – 6 Credit Hours)</th>
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<tbody>
<tr>
<td>ENG 591 Seminar: (Session A)</td>
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<tr>
<td>ENG 597: Graduate Capstone Seminar (Session B)</td>
</tr>
</tbody>
</table>
### Core Course Requirements (6 credit hours)

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits</th>
<th>Semester Taken</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 502: Contemporary Critical Theories</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG 582: Pedagogy</td>
<td>3</td>
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### Other Course Requirements (6 credit hours)

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits</th>
<th>Semester Taken</th>
<th>Grade</th>
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<tbody>
<tr>
<td>ENG 500: Research Methods</td>
<td>3</td>
<td></td>
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<tr>
<td>ENG 591: Seminar</td>
<td>3</td>
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### Elective Course Requirements (15 credit hours)*

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits</th>
<th>Semester Taken</th>
<th>Grade</th>
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### Culminating Experience (3 credit hours)

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits</th>
<th>Semester Taken</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 597: Graduate Capstone Seminar</td>
<td>3</td>
<td></td>
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</tbody>
</table>

*What can you count as elective courses?

**What counts:**
- Regularly scheduled 500-level ENG courses taught by MA program faculty

**What needs to be approved (in advance) by both your advisor & the graduate program director:**
- 500-level courses taught by non-program faculty (e.g., courses in other colleges)
- Courses transferred in from other universities

**What does not count:**
- 595 credits
- 100, 200, or 300-level courses

**General Guidelines**

- You must enroll as a full-time or part-time graduate student and follow the recommended course sequence accordingly.
- You may only apply 9 credits from 500-level ENG or non-ENG courses offered by various academic units (e.g., courses in other colleges) toward your degree including transfer credits.
- You must maintain a 3.0 GPA to progress in the program and graduate.
- You must be enrolled in at least one credit during the semester in which you plan to graduate.
- You must submit an approved iPOS after completing a minimum of 12 graduate credits in the program.