Program Handbook

Master of Arts in Interdisciplinary Studies

2021-2022

Updated August 2021
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Letter from the Director

Welcome to the MA program in Interdisciplinary Studies (MAIS)!

We are honored that you are joining our innovative and unique program! MAIS, defined by a blend of theory and practice, is designed for students who wish to pursue a distinctive educational experience by drawing on the study of two or more disciplines. Integrating aspects of the entire ASU curriculum, the MA program in Interdisciplinary Studies allows you to access all the vast resources the University has to offer. In addition, you will have the opportunity to analyze and synthesize major trends in critical thought over the last several decades. MAIS encourages you to push the boundaries of the disciplines and encourages innovative areas of study, practice, and research.

Our graduates have excelled in a variety of fields that include technology and the arts, documentary work, public service, community non-profits, education, government agencies, and doctoral studies.

MAIS is organized around the relationship between the individual student, the graduate staff advisor, and their MA Capstone/Faculty director. As a Graduate student in MAIS, you should make plans to meet with your graduate staff advisor during both Fall and Spring Semesters. I am the acting director for all entering MAIS students until you select a faculty member with whom you wish to carry out your interdisciplinary work (usually by the second or third semester). As such, it is important to meet and consult with faculty that carry out research in areas of study that might be of interest to you early in the program. The success of the MAIS program is primarily founded on your engagement with interdisciplinary thinking, our trustworthy graduate advising, and ASU’s renowned faculty who are fundamentally concerned with interdisciplinary research.

My hope is that during your graduate studies you feel a sense of belonging to the MAIS community. MAIS reflects the broad diversity of Arizona State University, and we take pride in the backgrounds of our students. As a part of the MAIS community, I invite you to take advantage of our monthly workshops and lectures. These are not only an opportunity for learning, but also an opportunity to meet with fellow MAIS students.

As you begin the program, please remember that I am always here to support you as you move forward in your studies.

Dr. C. Villegas-Silva
Associate Professor of Latin American Cultural Studies
Program Director, MA in Interdisciplinary Studies
School of Humanities, Arts & Cultural Studies
New College of Interdisciplinary Arts & Sciences
Arizona State University
villegas-silva@asu.edu
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.
Alumni and Careers

Get Involved

Student Organizations
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 deadlines.

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) **Graduate College Fellowship**: Each year a small number of need-based fellowships may be awarded to new and continuing MA students. Applicants are automatically considered for this award and do not need to apply for it, but students must submit a FAFSA to be eligible for consideration. Students who receive the fellowships are notified before the beginning of their first semester.

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**: The primary way that our students are funded is through Course Assistant (CA) positions. These positions typically assist with undergraduate courses that are offered online. Courses are either half-semester (7.5 weeks at 20 hours per week) or full semester (15 weeks at 10 hours per week), and CAs are paid a flat $2,500 stipend for each course. Although these positions are not guaranteed, most students who desire to serve as a CA have done so in one or more classes per year.

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)

5) **Research Assistant Funding**: On occasion, faculty may have funds that could be used to hire masters-level students to be research workers. These would typically be advanced (second-year) students who are involved in grant-funded projects.
Advising

Faculty Advising

On your Interactive Plan of Study (iPOS), you are required to list a minimum of two individuals who will advise the coursework selection part of the program (if you choose to work with more faculty members, they do not all have to be listed on the iPOS). The committee members listed on your iPOS should be the committee members you will work with on MAS 585: Capstone Course.

Forming relationships with faculty advisors is one of the most important elements of graduate education. Your faculty advisors can help you in selecting the proper courses, in developing a capstone project, and, more generally, in understanding the complexities of graduate-level education. Most importantly, your primary faculty advisor, also referred to as chair, will play a key role in guiding you through major research challenges. Of course, because your faculty advisors play such a key role in your education, the process of identifying the right ones and making contact with them can be anxiety producing. Here are some tips for overcoming that anxiety and finding the best faculty advisor for you.

1a. Review the faculty listed on the MAIS Advising Website (https://newcollege.asu.edu/advising/graduate/interdisciplinary-studies-mais) to identify those MAIS faculty members whose research interests correspond to your own. Then read some of those faculty members’ work to gain a better knowledge of the research questions they ask, the methodologies they use, and the writing styles they employ.

1b. Talk to other MAIS students, the Program Director, and/or the Graduate Academic Success Coordinator, also known as the graduate staff advisor, (ncgradadvising@asu.edu) about your research interests and possible faculty advisors.

2. If possible, take a course or two with those faculty members whose interests correspond to your own, so that you can get to know them and their approaches to teaching.

3. Make arrangements to meet with prospective faculty advisors in order to discuss your interests and their availability for mentoring duties.

After you have identified your primary faculty advisor/chair, you should meet with him or her to discuss your Plan of Study (iPOS) in detail. Remember, the MAIS faculty and staff are here to assist with your educational journey, but you should be proactive in finding the right guides for you!

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
Program Description

The MA degree in Interdisciplinary Studies offered by the New College of Interdisciplinary Arts and Sciences is an innovative program that allows students to combine the study of two or more disciplines.

Founded on the conviction that solving problems in the 21st century often requires an interdisciplinary approach, this flexible program provides exposure to a variety of research methods, historical perspectives and modes of inquiry.

The program offers access to faculty members who are active practitioners of interdisciplinary inquiry. Working with the faculty, students may define their own area of emphasis or adopt an existing area such as American studies; cultural studies; gender studies; digital media art; or philosophy, rhetoric and literature.

By developing their own course of study, students can choose to either tailor their MA degree in Interdisciplinary Studies to the pursuit of a specific goal or to cast a broad net and use the degree as a general intellectual foundation of a higher level than that provided by BA degrees in the humanities or social studies.

The skills and knowledge that diligent students will acquire can be fruitfully harnessed in service of a great variety of professional goals in any institution, agency, or business that engages in research and/or education (or that does business with entities that engage in research and/or education), used as a stepping stone towards any doctoral program in the humanities or the social sciences, and aid in the pursuit of careers as diverse as advertising and marketing, arts therapy, documentary film production, or gallery direction.

Student Learning Outcomes

Master of Arts in Interdisciplinary Studies (MAIS) creates an innovative learning environment for post-baccalaureate students from all disciplines seeking to problem-solve via “out-of-the-box” interdisciplinary thinking and action. Motivated MAIS graduates will be well-prepared, interdisciplinary-skilled people, capable of meeting the multiple demands and challenges of today’s workplace.

MAS 502

Learning outcomes:
- Introduce principles and practices of interdisciplinarity
- Extend knowledge and practices of graduate-level research
- Strengthen graduate-level writing and editing skills
- Enhance critical thinking skills

Direct measures of students’ achievement of outcomes:
- Produce short essays that demonstrate understanding of current scholarship on interdisciplinarity
- Conduct a critical literature review of a research topic
• Completion of Digital Portfolio

MAS 505
Learning outcomes:
• Acquaint students with a spectrum of 20th- and 21st-century theorists and their predecessors
• Summarize the key points of difficult theoretical texts
• Reinforce the critical reading, research, and writing skills of MAS 502

Direct measures of students’ achievement of outcomes:
• Demonstrate knowledge of the vocabulary associated with various theories
• Demonstrate knowledge of how various theories can inform interdisciplinary research

MAS 501
Learning outcomes:
• Introduce practical quantitative and qualitative research methods
• Acquaint students with theoretical/methodological issues relevant to interdisciplinary inquiry
• Acquaint students with epistemological debates
• Reinforce principles of interdisciplinary graduate research
• Acquaint students with the ethical concerns of research

Direct measures of students’ achievement of outcomes:
• Obtain IRB certification for human subjects research, when applicable
• Produce a preliminary capstone proposal that displays the ability to analyze debates in the methodological literature
• Demonstrate ability to undertake multiple methods of inquiry
• Demonstrate ability to conduct literature searches across multidisciplinary databases
• Demonstrate ability to pose a researchable interdisciplinary question

Academic Requirements

Degree Requirements

The MA in Interdisciplinary Studies consists of 30 credit hours of graduate level (500-level or above) coursework. Students must follow the core course sequence or it may delay their ability to take elective courses that will count toward the program. The program requirements include:

A. Three required core courses (9 credit hours)

• **MAS 502 Perspectives in Interdisciplinary Studies** (required for 1st semester students except for students who begin in the Spring semester)
  This course serves as the MAIS students’ introduction to interdisciplinarity through the exploration of epistemological and rhetorical practices that bridge traditional disciplines.

• **MAS 505 Theories of Change, Culture, and Mind** (required for 2nd semester students except for students who begin in the Spring semester)
This course introduces students to graduate-level interdisciplinary study of key thinkers, movements, theories, and paradigms in 20th and 21st-century thought.

- **MAS 501 Methods of Interdisciplinary Inquiry (required for 3rd semester students)**
  This course provides students with a critical survey of current models of inquiry, tools, processes, and methods in different fields in preparation for the capstone project.

B. Electives (18 credit hours)
   See next page.

C. Capstone Course (3 credit hours)
   MAIS students register for **MAS 585: Capstone** in their final semester of study. This course is structured as an independent study in which the student works closely with the Chair (primary faculty advisor) and committee member (secondary advisor). Note: Full-time students are required to plan their course of study in a way that does not make it necessary to register for any courses alongside MAS 585. Part-time students are urged to explore ways to prevent the need to take a course alongside MAS 585. When needed, the Program Director may allow a student to register for 3-credit hours alongside MAS 585.

**Course Requirements.** See Appendix A for a chronological representation of a typical Program of Study and sequence of courses.

**MAS Elective Courses**

These are courses that will count toward your electives and are offered through the MAIS program. However, students are encouraged to choose any courses (at the appropriate level) from various units at ASU that will further their interests. When equivalent courses are offered by various units, it is strongly preferred that MAIS students take the course offered by the program’s home college (New College of Interdisciplinary Arts and Sciences at the West Campus). Courses drawn from the general ASU catalog should be selected in consultation with one’s chair and are approved by the program director.

**MAS 510 – Science and Religion: Cosmologies and Worldviews**
This course examines science and religion, stressing modern scientific findings and philosophical/historical debates and dialogues.

**MAS 511 – Technology, Environment and Humanity**
This course critically analyzes technology in relation to human and environmental issues.

**MAS 512 – History and Philosophy of the Social Sciences**
Examines the development, historical content, and long-term importance of major theories of human nature from the 17th century until today.

**MAS 513 – Sociology of Everyday Life**
Examines institutional ethnography, a way of exploring the particular and generalized social relations that shape people's everyday experiences. Prerequisite: graduate standing or instructor approval.
MAS 550 – Philosophical and Spiritual Approaches to Death and Dying
Examines how death and dying contribute to an understanding of human existence, through the writings of Plato, Aquinas, Kübler-Ross, Derrida, and others. Prerequisite: graduate standing or instructor approval.

MAS 553 – Latin American Cities
An interdisciplinary study of Latin American world cities (Mexico City, Santiago, etc.) emphasizing integration with U.S. cities, including Los Angeles and Phoenix.

MAS 580 – Practicum: Capstone Development
This practicum is a graduate-level Capstone Project development course – a conceptual phase for general research and creative output. Students will examine the theories and practices of interdisciplinary research and creativity while following a series of developmental strategies towards the development of a final concept paper.

MAS Omnibus Graduate Course Descriptions
Students can select to take these courses when it is appropriate.

MAS 584 - Internship
Structured practical experience following a contract or plan, supervised by faculty and practitioners. Students may earn a maximum of 6 hours of internship credit with approval from the iPOS Committee Chair and Program Director.

MAS 590 - Reading and Conference
Independent study in which a student meets regularly with a faculty member to discuss assignments. Course may include such assignments as intensive reading in a specialized area, writing synthesis of literature on a specified topic, writing literature review of a topic.

MAS 591 - Seminar
A small class emphasizing discussion, presentations by students, and written research papers.

MAS 592 - Research
Independent study in which a student, under supervision of a faculty member, conducts research that is expected to lead to a specific project such as a thesis, report, or publication. Assignments might include data collection, experimental work, data analysis, or preparation of a manuscript.

MAS 598 - Special Topics
Topical courses not offered in regular course rotation - e.g., new courses not in the catalog, courses by visiting faculty, courses on timely topics, highly specialized courses responding to unique student demand.

Plan of Study
In a graduate program, the specific courses that will count toward your degree must be approved by your graduate faculty advisor/chair and the program director. The list of these courses is called an interactive Plan or Program of Study (iPOS).
In order to facilitate degree completion and shorten time to degree, graduate students with regular status must submit their iPOS by the time they have enrolled for 50 percent of the minimum credit hours required towards their degree program. Additionally, students must have a functional digital portfolio.

If you need help with filing your iPOS, contact your faculty advisor and/or download the iPOS training manual. After you submit your iPOS, your faculty advisor will approve it. You can track the approval process online through your My ASU account.

When we evaluate your iPOS, we will look to see that you have met the program requirements described above. In addition, we will check to make sure that you are following the additional rules below:

- Students will be limited to 9 credit hours of individualized instruction, any combination of 590, 592, 580. The Program Director can approve additional 3 credit hours of individualized instruction when no scheduled courses can adequately further the student’s progress.
- Students will be limited to 6 credit hours of individualized instruction with any one instructor
- Students will be limited to 3 credit hours of individualized instruction with a faculty member outside of the New College of Interdisciplinary Arts and Sciences. The Program Director can approve additional 3 credit hours of individualized instruction with a faculty member outside of the New College under exceptional circumstances.
- A maximum of 6 credit hours of 400-level coursework (when appropriate graduate coursework is not available). Any 400-level coursework must be approved by the Director
- A grade of B or higher on all core courses (MAS 502, 501, 505)
- You must be enrolled in at least one credit during each Fall/Spring semester after admission (see ASU Graduate College Continuous Enrollment Policy)

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. Students are strongly discouraged from the pursuit of any additional/excess credits. However, should such credits be earned, they could theoretically be used toward a different degree program at ASU so long as they are not included in the iPOS.

**Capstone**

The capstone is the integrative project undertaken at the end of the program of study. It may take the form of a traditional research paper, an original creative work, or an applied project. This course is structured as an independent study in which the student works closely with the Chair (primary faculty advisor) and committee member (secondary faculty advisor). It is recommended that students do not enroll in any other courses during this final semester; however, if it is necessary to do so, students may register for one non-core course in addition to MAS 585.
**Capstone Plan**

Every master’s degree in Interdisciplinary studies requires a completion of an approved capstone that demonstrates the student’s ability to perform original, independent and interdisciplinary research. The purpose of the capstone is to demonstrate the student’s ability to conduct research in their chosen fields/disciplines, to interpret the results, to demonstrate the relevance of the work to conceptual and practical issues in the chosen disciplines and to present the finds in intelligible prose or a capstone project. The master’s capstone director should be appointed no later than the 3rd quarter of the student’s studies.

The student must develop a proposal approved by the MA capstone director and a second faculty reader. Students are advised to meet with their committee members before submitting the proposal. The student’s capstone chair and faculty advisor will determine the length and scope of the project, however most written capstones are 70-100 pages long.

**Capstone Registration**

To be eligible for registration in MAS 585 a student must:

- Complete or be enrolled in a minimum of 24 credit hours of coursework that appears on their interactive Plan of Study (iPOS)
- Complete or be enrolled in and expect to complete the core courses (MAS 502, MAS 501, MAS 505) prior to beginning MAS 585
- Have an up to date and approved iPOS on file
- A completed and approved digital portfolio
- Have the approval of their faculty committee chair
- Complete the [online 585 registration MAS form](#).

It is recommended that a student request permission to enroll in MAS 585 no less than 2 weeks prior to the start of the semester. If a student does not successfully complete coursework in the semester preceding MAS 585 and they are already registered for the course then the student may be removed from the course until they meet the requirements above.

**Graduation Checklist**

After you have successfully registered for MAS 585, 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 your graduate capstone committee.

• When your final project is approved by your faculty committee:

  a. The Chair of your committee will input a letter grade for your MAS 585 course.

  b. Two weeks before the completion of the semester in which you are enrolled in the capstone course, please submit an electronic copy of your capstone project, including a 100-word abstract, to the Academic Success Coordinator (staff advisor) at NCGradAdvising@asu.edu. In the email please indicate whether or not you give permission for this to be included in an online library of capstone projects that may be viewed by other students.

**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.

**Professional Development Funding**

Professional Development Funding will provide financial assistance to eligible graduate students enrolled in the Master of Arts in Interdisciplinary Studies (MAIS) program. Applications will be reviewed on a rolling basis until the fund is exhausted. Students may receive up to $400 towards Professional Development. To apply for Professional Development Funding, please visit: https://newcollege.asu.edu/advising/graduate/interdisciplinary-studies-ma/proffdevapp
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 Interdisciplinary Studies Courses: MAS 505, MAS 501, MAS 502, MAS 585

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 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 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.

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
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 our tutorials page: https://lib.asu.edu/tutorials or at bit.ly/Library501Tutorial.
- Graduate Academic Support Center – 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)
- 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)
- Housing and Off-Campus Housing
- Health
- Counseling
  1. Graduate Wellness Resources
  2. Graduate Student Wellbeing
- Student Accessibility and Inclusive Learning Services (SAILS)
- Veterans
- Graduate Professional Student Association
- Educational Outreach & Student Services (Dean of Students Office)
- Student Rights and Responsibilities
- Graduate Student Diversity Resources
- Business and Finance services (e.g. student accounts, ID cards)

University Contact Information

- Provost’s Office
• Graduate College  
• IT Help Office  
• Emergency services  
• Title IX Information and Coordinator  
  o ASU prohibits all forms of discrimination, harassment and retaliation. To view ASU’s policy please see https://www.asu.edu/aad/manuals/acad/acad401.html.  
  o 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/.

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.

Final Transcript: If you sent in a transcript for admission to the program before you graduated, send your final transcript that includes the degree conferral date.

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 Interdisciplinary Studies, MA program.
Contact Information

Faculty offices for MAIS are located in the Faculty Administration Building.

With specific questions about the Graduate Program in Interdisciplinary Studies contact:

Graduate Academic Success Coordinator
New College of Interdisciplinary Arts & Sciences
602-543-3000
ncgradadvising@asu.edu

or

Claudia Villegas-Silva, Ph.D.
Associate Professor of Latin American Studies
Barrett Honors College Faculty
School of Humanities, Arts and Cultural Studies
Arizona State University
New College of Arts & Interdisciplinary Studies
villegas-silva@asu.edu

With general questions about ASU Graduate Studies policies/procedures contact:

Graduate College – Student Academic Services
Administration Building, B Wing, Suite 285
(480) 965-3521
http://graduate.asu.edu/

With questions about tuition, scholarships, and financial aid:

ASU Financial Aid
120 University Center Building
(602) 543-8178
http://students.asu.edu/financial-aid
Appendix A
MA Interdisciplinary Studies Plan of Study

Full-time MAIS Student (4 Semesters)

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<th>First Semester (Fall – 9 Credit Hours)</th>
<th>Second Semester (Spring – 9 Credit Hours)</th>
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<tr>
<td>MAS 502: Perspectives in Interdisciplinary Studies*</td>
<td>MAS 505: Theories of Change, Culture, and Mind*</td>
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<td>Elective Course</td>
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Third Semester (Fall – 9 Credit Hours) | Fourth Semester (Spring – 3 Credit Hours) |
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<td>MAS 501: Methods for Interdisciplinary Inquiry</td>
<td>MAS 585: Capstone Course</td>
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<td>Elective Course</td>
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*Students starting in Spring take MAS 502 and MAS 505 in reverse order

Part-time MAIS student (5 Semesters)

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<thead>
<tr>
<th>First Semester (Fall – 6 Credit Hours)</th>
<th>Second Semester (Spring – 6 Credit Hours)</th>
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<tbody>
<tr>
<td>MAS 502: Perspectives in Interdisciplinary Studies</td>
<td>MAS 505: Theories of Change, Culture, and Mind</td>
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<td>Elective Course</td>
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Third Semester (Fall – 6 Credit Hours) | Fourth Semester (Spring – 6 Credit Hours) |
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<td>MAS 501: Methods for Interdisciplinary Inquiry</td>
<td>Elective Course</td>
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Fifth Semester (Fall – 6 Credit Hours) |
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<tr>
<td>MAS 585: Capstone Course</td>
<td>Elective Course</td>
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Appendix B

Digital Portfolios Policy (for students starting in 2018 and beyond)

What is a Digital Portfolio?

Digital Portfolios have become a key component in graduate and undergraduate programs across the United States. The Program Director must approve the Digital Portfolio before an iPOS can be approved. Digital Portfolios facilitate two of the most difficult tasks faced by students:

1) the intellectual challenge of organizing a highly diverse set of learning experiences
2) the practical challenge of arguing one’s case before prospective employers.

Digital portfolios compel us to be self-reflective and demand that we become able to articulate what we bring to the table in academic, artistic, or employment contexts. The time spent on Digital Portfolios, which are built with feedback from the graduate director and your faculty advisor, is an investment in life after graduation. If knowledge and research experiences are the essence of what you take from MAIS, the experience of constructing and maintaining a Digital Portfolio will allow you to swiftly and effectively tailor context-specific “business cards” of those achievements.

Why is a Digital Portfolio required in the MAIS Program?

Digital portfolios provide a medium for reflection and integration of each student's entire MAIS experience. Within MAIS, Digital Portfolios serve three specific purposes:

1) they help integrate the varied learning experiences resulting from taking classes in multiple disciplines
2) allow students to demonstrate core competences
3) facilitate the mentor-student relationship.

A functional Digital Portfolio is required for a successful completion of MAS 502 and thus is part of the preconditions for iPOS approval.

Who will have access to my Digital Portfolio?

Only the student, the program director and the student’s committee chair should have access to a student’s digital portfolio until completed. Students choose whether to grant access to others (granting access to your second reader for the capstone project is strongly recommended).

Upon completion of the program, a “snapshot” of the portfolio will be archived while students will be able to turn their former program portfolio into a personal professional website, choosing what sections to make available to prospective employers.

Do digital portfolios capture grades?

No, digital portfolios do not capture grades.
**What work will be included in my Digital Portfolio?**

At a minimum, the following must be included in each digital portfolio:

1) a polished versions of all final papers for the core courses (MAS 501, MAS 502, MAS 505).
2) a polished copy of the capstone project
3) a summary of your credentials upon entering the program (such as knowledge of foreign languages, any relevant technical or artistic skills, research and creative accomplishments at the undergraduate level, and any other information that can help you demonstrate core competences at the outset of the program and facilitate the process of identifying a faculty advisor),
4) a summary of how the electives you took while in MAIS facilitated (or not) your progress towards the capstone.

**Where do I get more information about the digital portfolio requirement?**

The detailed MAIS digital portfolio policy is spelled out in the Welcome section of your individual portfolio.

**When do I start my digital portfolio?**

Students will begin work on their digital portfolios as part of MAS 502, the fall semester.