Handbook
Social Justice and Human Rights, MA

New College of Interdisciplinary Arts and Sciences
Arizona State University
Greetings!

Welcome to the New College of Interdisciplinary Arts and Sciences at Arizona State University.

Your acceptance into our graduate degree program is evidence of your past academic accomplishments and your future potential. It is both an honor and an indication of the hard work and dedication you have invested into your education. Congratulations! Chances are you probably have questions, answers for most of which you will find throughout this handbook. But there are at least two questions I want to address here. First, “for how long will New College be new?” New College will always be New! That’s because New is not measured on a stopwatch or even a calendar. New is a mindset to never settle for the status quo, but instead continue to push the bounds of knowledge and understanding.

The next most-often question I receive is, “what is Interdisciplinary?” The dictionary tells us interdisciplinary involves two or more disciplines. We put that in practice in New College by building degree programs that break down the silos between traditional academic disciplines. Your studies will likely include courses offered across our three unique schools.

Please know, starting a graduate degree program is a huge next step in your life – and I want you to know that throughout your journey with New College, all of us are ready to help you through every phase. If your schedule allows, I invite you to visit our beautiful campus at any point during your studies. Come meet your faculty and advisors. I would sincerely appreciate meeting you as well. Looking ahead, when you graduate, please consider joining us in person for commencement, convocation, and our special New College reception just for online students.

We are thrilled you have chosen New College to pursue your graduate degree and we commit to being here with you every step of the way.

Sincerely,

Todd R. Sandrin, Ph.D.
Dean, New College of Interdisciplinary Arts and Sciences
Vice Provost, West campus
Professor, School of Mathematical and Natural Sciences
Senior Global Futures Scientist - Julie Ann Wrigley Global Futures Laboratory
Contents

Overview ............................................................................................................................... 5
    ASU Charter .................................................................................................................. 5
    Diversity, Equity, and Inclusion .................................................................................. 5
    Student Support & Advising ....................................................................................... 7
    My ASU Portal ............................................................................................................. 8
    Student Responsibility .............................................................................................. 8

Admissions ......................................................................................................................... 8
    Application Requirements & Deadlines ...................................................................... 8

Investment and Funding ................................................................................................... 9
    Tuition and Fees ......................................................................................................... 9
    Financial Aid and Scholarship Services ..................................................................... 9

Program Requirements .................................................................................................. 10
    Degree Requirements .............................................................................................. 10
    Student Learning Outcomes ...................................................................................... 10
    Unique Features of the Program ............................................................................... 11
    Course Descriptions ............................................................................................... 12
    Culminating Experience ........................................................................................... 16

Faculty .............................................................................................................................. 19

Degree Progress ............................................................................................................ 22
    Registration and Course Selection .......................................................................... 22
    Continuous Enrollment Policy .............................................................................. 22
    Drop/Add Withdrawal ............................................................................................ 22
    Request Leave of Absence .................................................................................... 22
    Satisfactory Academic Progress .......................................................................... 22

Graduation Requirements ............................................................................................. 24
    Ceremonies ............................................................................................................... 25
    Register to Attend an Event ................................................................................... 25

Student Code of Conduct and Academic Integrity ..................................................... 25

Resources .......................................................................................................................... 26
Overview

ASU Charter

ASU is a comprehensive public research university, measured not by whom we exclude, but rather by whom we include and how they succeed; advancing research and discovery of public value; and assuming fundamental responsibility for the economic, social, cultural and overall health of the communities it serves.

Visit ASU Charter, Mission and Goals for more information.

Diversity, Equity, and Inclusion

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
Welcome

Welcome to the MA program in Social Justice and Human Rights (MA SJHR)! It has never been a more important time to study and engage with these urgent issues at home and abroad. As a graduate student in the program, you are embarking on a remarkable journey characterized by intellectual, professional and personal development. Each of you brings valuable knowledge, experience, and perspectives to the table. We strive to create a supportive environment where all are welcomed and valued as members of our academic and social community.

From (im)migration, humanitarianism, and international law, to human trafficking, gender, and citizenship, MA SJHR students explore key topics and the legal, political, historical, and cultural frameworks that contextualize them. In theoretically and methodologically rigorous courses taught by experienced faculty from various disciplines, students develop understanding of how social justice and human rights issues are defined by multiple and intersecting forms of inequality and social identity, including gender, race, ethnicity, class, sexuality, and nationality.

Whether your postgraduate goals include applied and non-profit work, research, community engagement, and/or further training in doctoral, law, education, or public policy programs, the knowledge and skills you will develop in the MA SJHR program are invaluable.

As Director, my role is to continually improve the quality and relevance of the MA SJHR program. I aim to support students in their academic training, help connect them with faculty whose courses and expertise align with their interests and goals, foster faculty-student mentorship, and expand opportunities for meaningful, career-shaping experiences. Please feel free to reach out to me, stop by my office hours, or make an appointment. I am here for you.

Sincerely,

Dr. Tricia Redeker Hepner
Director, MA Social Justice & Human Rights

Tricia.M.Redeker-Hepner@asu.edu
Quick Facts

Program location: West campus
Start terms: Fall A/C, Spring A/C
Time to completion: 24 Months

Student Support & Advising

Faculty Advising

Upon admission, each student in the MA SJHR program is assigned an interim faculty adviser. The interim faculty adviser helps the student begin identifying their goals, assists in finding courses in line with their interests, and helps connect the student with resources and other faculty members as they acclimate to the program.

As students progress through the program, they may identify a different faculty member to advise their culminating experience (Thesis or Applied Project), or they may elect to continue working with their interim faculty advisor. The advisor listed on the student’s Plan of Study (iPOS) is called the Faculty Supervisor.

As students approach degree completion, they will choose 1-2 other faculty members in addition to their Faculty Supervisor. Each culminating experience (Thesis or Applied Project) requires students to work with faculty members whose areas of expertise address students’ specific interests and ambitions. The rapport that develops from such connections becomes especially important to students seeking letters of recommendation for post-graduate employment or further study at the doctoral level.

Beginning in their first semester, and with the help of their interim faculty advisor, students should begin identifying other faculty members whose research interests intersect with their own. Students should also consult with one another and the Program Director concerning research interests and possible Faculty Supervisors.

The most effective way of gaining a sense for whether a faculty member would make a good supervisor is to take their course. But even students who have not taken the course of a potential Faculty Supervisor should take steps to meet with that faculty member in order to discuss areas of shared interest and, possibly, the faculty member’s availability for mentoring. Students are encouraged to be proactive in reaching out to faculty and meeting regularly with their interim faculty advisor and/or Faculty Supervisor.

Whenever students develop concerns over anything relating to their progress toward the M.A., they should contact the Program Director 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.

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. You can familiarize yourself with these resources.

Student Responsibility

As a graduate student, you’re responsible for reviewing and adhering to all university, college, and graduate college policies and procedures.

- Review this program handbook and communicate with your academic success team about any questions.
- Review your program website to ensure you have information related to course registration and course sequencing.
- Check your ASU email daily and review all messages from your New College Graduate Student Services team.
- Monitor your My ASU account regarding your status, holds, action items and other important information to ensure you’re on track for your degree.

Admissions

Application Requirements & Deadlines

Admission to the MA in Social Justice and Human Rights is offered for the Fall A/C (August) and Spring A/C (January). Completed admission files are reviewed on a rolling basis. Admission decisions are typically made within ten business days. Applicants are encouraged to apply early and have all application materials on file with ASU on or before any posted deadlines.

The Graduate College at ASU maintains a minimum requirement of admission to master’s, certificate and doctoral programs. These minimum requirements can be
reviewed on the ASU Graduate Admission site. Each degree program also establishes specific admission requirements. Please visit ASU Degree Search for details on application requirements. Applicants must fulfill the requirements of both the Graduate College and the New College of Interdisciplinary Arts and Science.

Application deadlines for New College graduate degree programs can be found online here.

Admissions Contact Information:
Future Students: NC.GradStudies@asu.edu
Current Applicants: ncgradadmissions@asu.edu

Investment and Funding

Tuition and Fees

All amounts shown in the Tuition and Fees Schedules or in other University publications or web pages represent tuition and fees as currently approved. However, Arizona State University reserves the right to increase or modify tuition and fees without prior notice, upon approval by the Arizona Board of Regents or as otherwise consistent with Board policy and to make such modifications applicable to students enrolled at ASU at that time as well as to incoming students.

To view current year tuition, program fees, other fees, please visit the Tuition and Cost Calculator.

To view historical information about tuition and fees, please visit Tuition and Fees Schedule.

Financial Aid and Scholarship Services

For information on investing in your graduate degree visit Financial Aid and Scholarship Services online.

Current or incoming ASU students can call 24/7 at 855-278-5080.

Funding resources:

1. Graduate College University Grant (GCUG): This 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. 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, and with some graduate courses in MASJHR online.
program. Courses are either half-semester (7.5 weeks) or full semester (15 weeks), and CAs are paid a stipend for each course. Positions are advertised as they become available.

3. **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.

# Program Requirements

## Degree Requirements

The Social Justice and Human Rights, MA requires 33 credit hours including 3-6 credit hours of culminating experience.

Visit [ASU Degree Search](#) for more information.

## Student Learning Outcomes

Students admitted to the SJHR program will develop an informed intellectual framework for comprehending the complexities of local/global change, as well as hone their skills in research and methodology and/or working within advocacy organizations. When the student enters the SJHR program, s/he/they will begin working with a faculty adviser to determine a course of study specific to her/his/their long-term interests in graduate school, law school, administration, government, or the voluntary sector.

*Graduates of the program will be expected to meet the following learning outcomes:*

- Conduct original research on a topic related to social justice and human rights.
- Apply theoretical and practical material from SJHR courses through an internship with an agency or organization or related professional development opportunity associated with issues of social justice and human rights.
- Critically evaluate classical and contemporary theories of social justice and human rights.
- Evaluate violations of social justice and human rights through specific case studies and local, national, and international perspectives, norms, and/or laws.
- Evaluate institutional settings, policies, and procedures from the perspectives of social justice and human rights.
- Understand the development and function of social movements and organizations, as well as how they impact and are impacted by society, culture, politics, and law.
- Apply domestic and international human rights remedies to human rights abuses locally, nationally, and internationally.
Demonstrate the ability to locate, evaluate, and synthesize primary and secondary sources in social justice and human rights literature.

Unique Features of the Program

This program is based on an innovative learner-centered curriculum designed to maximize students’ ability to define and pursue their own academic and career-related goals. Three distinct features of this program include:

Innovative, Learner-Centered Curriculum: Students will benefit from an innovative and flexible curriculum focused on grounding interdisciplinary academic perspectives in specific contexts, problems, and issues. Our curriculum not only brings university expertise to real-world problems, but it also fosters engaged interdisciplinary research among faculty and graduate students united by a common concern.

Intensive Seminars: An integral part of our curriculum is interdisciplinary seminars that examine current problems in social justice from several different theoretical and analytical viewpoints. These courses are taught by faculty who address the issue from their area of expertise (social movements, international law, activism, etc.). Methods-based seminars impart skills in research design, data collection, analysis, and the philosophy and ethics of research, while a course in professional grant writing helps students learn to propose projects persuasively. Throughout coursework, students may engage directly with an organization or agency working on SJHR issues, allowing them to ground their academic knowledge in concrete contexts, and provide advance preparation for internships and the culminating experience.

Student Orientation and Engagement: New and returning MASJHR students and faculty are encouraged to attend the annual orientation events occurring in fall and spring. These are important opportunities for students to meet faculty and connect with one another, as well as learn about any program changes and plans for the year ahead.

The MASJHR program also holds a series of regular and special events throughout the year, including monthly Justice Briefings, where students, faculty, alumni, and invited guests may share their research or advocacy.

Students in the MASJHR Program will be automatically enrolled in both the program listserv (to receive program-wide messages only) and the Student Engagement site on Canvas. The Student Engagement Canvas site offers continually updated program-specific materials useful to new and returning students, as well as announcements and updates, links to faculty profiles, information about program features, special opportunities, archives of past events, profiles of alumni, examples of culminating experience projects, and more.

Students may use the Canvas Student Engagement site to connect more easily with one another and to keep up to date with program information and developments.
Course Descriptions

Required Core (12 credit hours):

JHR 501: Pro-seminar in Social Justice and Human Rights (3 credits). Explores classical and contemporary theories of social justice and human rights with emphasis on criteria for identifying violations with local, national, and international contexts. Applies theories to current issues of social justice and human rights with specific reference to both governmental and non-governmental organizations.

JHR 506: Grant Writing and Development for Social Justice and Human Rights (3 credits). Examines all major aspects of the grant writing process, including identifying needs and goals, locating funding sources, writing letters of inquiry, developing proposals, submitting proposals, evaluating proposals, and negotiating the politics of fundraising. Students draft proposals related to their field of interest.

JHR 510: Problem-Based Seminar in Social Justice and Human Rights (3 credits). An interdisciplinary seminar that examines current problems in social justice and human rights from several different theoretical and analytical viewpoints.

JHR 525: Action Research in Social Justice and Human Rights (3 credits). Advanced seminar in uniting engaged, community-embedded research with interpretive analysis. Gives students experience in the practice of engaged fieldwork as well as the writing it generates.

Electives (3-6 credit hours):

Select elective coursework in collaboration with faculty. Students completing JHR 593 Applied Project must complete six credit hours of electives; those who complete JHR 599 Thesis must complete only three credit hours of elective coursework.

Research (3 credit hours):

JHR 500: Research Methods (3 credits). Explores the specific issues of research design that occur in answering questions related to violations of social justice and human rights. Develops skills in locating, evaluating, and synthesizing primary and secondary sources. Addresses ethical implications of student research area(s).

Other Requirements (9 credit hours):

JHR 584: Internship (3 credits). Structured practical experience following a contract or plan, supervised by faculty and practitioners. The Social Justice & Human Rights Program hosts an international internship opportunity on human trafficking in Ghana in the Fall semester (This course is dependent on availability, travel restrictions, and scheduling needs). Students may earn a maximum of 6 hours of internship credit.

- If you are interested in traveling abroad for your internship such as the JHR 584 Human Trafficking (Ghana) course, please review the below steps:
  
  o Contact the Study Abroad Office and complete the application – be aware of deadlines for study abroad application
Contact the instructor of the course with your intent to enroll and receive further information.

Once a domestic organization has agreed to provide an internship that fulfills the required number of internship hours BEFORE travel, download and complete the Graduate Studies Internship Packet and Student Placement Agreement (SPA). The SPA will only be required if a current one does not exist on file with the Dean of New College. You can email graduate academic advising to learn if your organization will require a SPA. If the SPA will be required, the document will be provided to you by the graduate academic advisor via email.

Email the completed Graduate Studies Packet (and SPA if needed) to NCGradAdvising@asu.edu at least one month before the course begins to receive a course permission override to enroll in the class.

Once the override is in place, the graduate academic advisor will email you with the JHR 584 Class line number to use to register for the course.

- If you are interested in finding your own internship, please review and complete the Graduate Studies Internship Packet found on the Social Justice & Human Rights website and contact the Graduate Academic Success Coordinator, also known as the Graduate Staff Advisor, at ncgradadvising@asu.edu regarding next steps.
- For Assessment, we do require the student’s Faculty Supervisor of the Internship submit the student’s Internship Final Report (Journal) (in digital copy form) to the Graduate Academic Success Coordinator in Graduate Studies before the Faculty Supervisor of the Internship submits a final grade. Submit to: (ncgradadvising@asu.edu).

Track Coursework (6 credits): Review and select track courses in collaboration with faculty. Track courses are elective coursework selected by the student that aligns with their research interests in the program and approved by the program director, faculty chair, and the staff advisor.

Elective Coursework (3-6 credits): Complete one or two additional courses related to student’s area of interest, in consultation with the faculty adviser and/or Director. Some courses may require additional approval to satisfy program requirements.

Culminating Experience (3-6 credit hours):

JHR 593 Applied Project (3 credits) or JHR 599 Thesis (6 credits)

JHR 593 Applied Project (3 credits). The Applied Project represents an integration and application of theory, research, and practice on a specific topic, problem, event, or issue. Applied Projects can take a variety of forms, from short films or curricular design and implementation, to needs assessments and policy recommendations rooted in evidence-based analysis. Applied Projects may also be creative and innovative projects that integrate audio, visual, artistic or performative dimensions, or include original
podcasts, websites, and so on. However, all Applied Projects must focus on a social scientific issue or problem and must include a written paper component. Applied Projects thus require elements similar to a thesis (e.g. articulation of a problem or question, engagement with literature, etc). In addition to the faculty advisor as the primary evaluator, students must secure a second reader for their Applied Project, and are encouraged (but not required) to hold a final presentation.

The applied project should be designed so that it can be completed within the time limit of a one-semester, 3 credit hour course; however, many students need and want more time to complete the project. As a result, students may choose to do a 3-credit hour JHR 592: Research course prior to enrollment in JHR 593. In that respect, the project works in the way a thesis would, with time allocated for researching and writing. Any accompanying elements (a policy brief, film, performance, website, podcast, etc.) must also be completed in this allotted time frame. The work accomplished during these credit hours must reflect the maturation of ideas and give ample time for researching and planning the project. The final product should be useful to academics, an agency, a community, or other group. It could be an action research project, a needs assessment study, a program evaluation, an in-service training program, a proposal for funding, the review and evaluation of pertinent literature, or a creative project of similar scope.

**Applied Project Graduation Checklist**

After a student has successfully registered for JHR 593, the student must review the following information to ensure a successful and smooth graduation process.

- Apply for graduation through the My ASU account online.
- Review dates and deadlines established by ASU Graduate College. Discuss these dates with the committee to determine dates to submit drafts and a date to submit the final project.
- Complete the applied project according to the recommendations, suggestions, and revisions provided by the graduate committee.

Note: It is up to the student’s committee whether or not an oral presentation will take place.

Note: ASU Graduate College does not oversee the formatting of an applied project in the same way that they do for a thesis or dissertation. Students can, however, use the formatting information available online in the format tab of Completing your Degree. Student’s should consult with their committee chair on the appropriate format, as well.

- When the final project is approved by the faculty committee: a) The Chair of the committee will input a letter grade for the JHR 593 course; b) The student should continue to check the My ASU page to ensure that a grade has been posted for the term that the student was registered for JHR 593. The student should follow-up with the faculty chair as needed.
JHR 599 Thesis (6 credits). A thesis is a formal research undertaking, anchored by an intellectually significant question or a problem, and consists of an appropriate methodological design for answering the question through original data collection and/or academic engagement with theoretical debates and literature. A thesis requires a proposal, developed in close consultation with the student’s Faculty Supervisor; a committee of three faculty (the Supervisor or ‘chair,’ and two members); and a formal presentation or defense. Theses are subject to deadlines and formatting requirements set by the Graduate College and students must proactively identify and conform to these rules. Theses are also published by ProQuest and accessible via the library database.

Thesis Graduation Checklist

After a student has successfully registered for JHR 599, the student should review the following information to ensure a successful and smooth graduation process.

- Apply for graduation through the My ASU account online.
- Review dates and deadlines established by ASU Graduate College. Discuss these dates with the committee to determine dates to submit drafts of the work as well as a date for the oral defense.

Note: All oral defenses of a thesis must be scheduled with Graduate College at least 10 working days in advance of the planned defense date. Please use the official 10-Working Day Calendar, available online. Please note that there are certain dates during the academic year during which students cannot hold an oral defense of a thesis.

Note: A document called the DocuSign Pass/Fail Form will be emailed to the student’s entire committee and the graduate staff advisor once the defense has been officially scheduled. This form must be used at the defense. Following the defense, the committee will sign and indicate needed revisions.

- After a defense date is approved by all members of the committee, please contact the Graduate Staff Advisor to schedule a room for the defense.

- The Thesis process is overseen by ASU Graduate College. It is the student’s responsibility to review all of the information provided by ASU Graduate College on Completing your Degree.

- After the oral defense is complete, the student must review After Your Defense requirements.

- If the student has revisions:
  - All members of the committee should sign the DocuSign Pass/Fail Form. This verifies that the defense took place on the appropriate date.
After all revisions are completed and approved by all committee members the Chair of the committee must sign the DocuSign Pass/Fail Form stating that the revisions were complete.

- Submit the final document to UMI/ProQuest (See Completing your Degree)

- If the student does not have revisions:
  - All members of your committee should sign the DocuSign Pass/Fail Form, including the final approval.
  - Student, must submit the final document to UMI/ProQuest (See Completing your Degree)

- The Faculty Supervisor/chair should input a Y grade in each section of JHR 599 that the student has registered for. A student should continue to check the My ASU page to ensure that a grade has been posted for each term that that the student was registered for JHR 599. The student should follow-up with the faculty chair as needed.

Culminating Experience

Summary of Culminating Experience

All students will be required to successfully complete either JHR 593 Applied Project (3 hours) or JHR 599 Thesis (6 hours).

Students must choose between the Applied Project or the Thesis for their Culminating Experience. There is no required relationship between tracks and Culminating Experiences, but students should make a decision on their Culminating Experience early on in their graduate training, in consultation with their faculty advisor and/or the Program Director. There is also no necessary relationship between a student’s internship and the Thesis or Applied Project, although certainly the internship experience may relate to the Culminating Experience. For example, a student may complete an internship at a local organization and then design a thesis or applied project that builds on it. Students should note that all projects involving research with human subjects must be approved by the Institutional Review Board.

Culminating Experience Eligibility and Registration

To be eligible for enroll in JHR 593 Applied Project or JHR 599 Thesis, a student must:

- Have an up-to-date and approved iPOS on file. No student will be allowed to register for the culminating experience without an approved and up-to-date iPOS on file:
  1. Review current iPOS on file and compare to the transcript.
  2. Confirm that all coursework (prefix, number, title, campus) on the transcript appears the same on the iPOS.
  3. Indicate on the iPOS the faculty members who will be serving as the culminating experience supervisory committee (three members for thesis, two
members for applied project).
4. Submit course or committee petitions for any discrepancies.
   
- Have completed the Core Course Requirements of 18 credit hours (JHR 500, JHR 501, JHR 506, JHR 510, JHR 525, and JHR 584)

- Complete the online SJHR Proposal Registration Form BEFORE the deadline
  
  o Online SJHR Proposal Registration WebForm

- Accept invitation to enter the Canvas JHR Thesis/Applied Project Proposal course (the Canvas invite will be sent upon completion of above Online SJHR Proposal Registration Web form)

- Submit a completed JHR Thesis/Applied Project Proposal to the Canvas course before the deadline
  
  o The most current JHR Thesis/Applied Project proposal form can be found at the SJHR, MA advising website (click here) within the iPOS tab. Please download, complete, and submit to the canvas JHR Thesis/Applied Project Proposal org.

Deadline to register for AND to submit the proposal is 2 weeks prior to the start of the Thesis or Applied Project semester.

*Reminder: If the student’s applied project or thesis will involve interacting with and/or collecting data from human subjects, the student must complete the necessary Human Subjects Institutional Review Board forms before collecting data. The student must consult with the Faculty Supervisor. Forms are available on the ASU Human Subjects Home Page (https://researchintegrity.asu.edu/humans).

**Preparing the Proposal (Thesis and Applied Project):**

Students should work closely with their Faculty Supervisor and faculty committee to develop their proposal for either their Thesis or Applied Project. Preparing the proposal is an important part of the intellectual development of the student and the project design process. Proposals typically require multiple revisions before they are ready to submit for approval. Submitted proposals will each reviewed by the Program Director, and those that do not meet acceptable standards in content or format will be returned to the student and their Faculty Supervisor for revisions. To avoid delays, students should endeavor to submit their highest quality, final work and not working drafts.

Proposals should be 8-10 pages in length and should include the following sections and components. All projects involving work with human subjects require an IRB application and approval before any data collection can begin.

**Problem Statement:** State exactly and concisely what problem or issue the project will address.

**Question:** Emerging from the problem statement, clearly state what research question(s) guide the study.
**Background/Lit Review:** Provide sufficient context to the problem definition and your research question(s). Demonstrate that you have sufficient knowledge of the extant literature that situates your study, synthesizing bodies of knowledge as necessary.

**Methodology:** Explain in detail how you will answer your research question(s) and through what kind of data collection. If research is documentary or archival based, explain what the sources of information will be and how you will collect and them to answer the question(s). If you are collecting original data through surveys, questionnaires, or interviews/participant observation, explain in detail what information you are collecting, with whom, and how. If working with human subjects, you will need IRB approval.

**Analysis:** Briefly explain how you will analyze the data to answer the research question(s). This section can be blended with Methodology.

**Significance:** Briefly explain why this study or project is important to an understanding and/or resolution of the problem it identifies. Why does it matter? What is the purpose or implication of the study to scholarship, to practice, etc.?

**Timeline and Resources:** Provide a detailed plan for the project, including timeline for completion, and indicate any specific resources required, such as access to archives, travel to field sites, use of technology and equipment, etc.

**References:** Provide a properly formatted list of references consulted for your project and cited in the proposal.

**Implications and Recommendations for Agencies, Communities, Governments, and Further Research**

Many projects may be explicitly intended to inform agencies, communities, policymakers, governments or others. The final product should therefore summarize the findings, identify implications for the stakeholders, offer recommendations from a Human Rights/Social Justice perspective, and suggest appropriate strategies and approaches. The student needs to consider how the findings can be integrated with previous literature and findings that address the topic of interest. The student also must discuss limitations in their work and potential directions for future research in the area.
Faculty

**Tricia Redeker-Hepner**
Director of MA program

**Research Interests:**
Activism & Social Movements; African Studies; Anthropology; Human Rights; Refugee Studies; Social Justice; Transnational Migration and Violence, Conflict & Human Rights

**Experience:**
Dr. Tricia Redeker Hepner is a political and legal anthropologist with a regional focus on Northeast Africa and the Great Lakes Region of Eastern Africa, and thematic interests in migration and displacement, transnationalism, human rights, transitional justice, militarism, and conflict and peace. She has conducted research in the Horn of Africa and with refugees and asylum seekers from Eritrea/Ethiopia in North America, Europe, and Africa for over twenty years. This long-term work has informed her participation in hundreds of asylum and refugee cases, and her testimony has been influential in immigration rulings in the US, Canada, Europe, and Israel.

**Heather Smith-Cannoy**
Director of BA program

**Research Interests:**
Human Rights; Women’s Rights; International Law; Sex Trafficking; Migration and Statelessness

**Experience:**
Heather Smith-Cannoy is an associate professor of political science at Arizona State University. She directs ASU's Global Human Rights Hub and directs the undergraduate degree program on Social Justice and Human Rights. She has published two books and has a third under review titled *Sex Trafficking and Equity: The Status of Women and State Responses.* She has also published 15 peer reviewed articles and book chapters on sex trafficking, human rights treaties, and the International Criminal Court.

**Malay Firoz**

**Research Interests:**
Global Humanitarian Issues, Refugee Studies, Violence, Conflict & Human Rights, Middle Eastern Studies, Sociocultural Anthropology, and Institutional Ethnography

**Experience:**
Malay Firoz is an Assistant Professor of Anthropology in the School of Social and Behavioral Sciences at Arizona State University. He holds a PhD in Anthropology and an MA in Modern Culture and Media from Brown University, as well as an MA in Sociology from Delhi University. His research is located at the intersections of the anthropology of humanitarianism, the anthropology of ethics, political theory, postcolonial theory, forced migration studies and Middle East studies.

**Nisa Goksel**

**Research Interests:**
Gender & Sexuality Studies, War, Violence & Peacemaking, Migration, Displacement, and Diaspora Studies

**Experience:**
Nisa Göksel is an Assistant Professor of Sociology in the School of Social and Behavioral Sciences at Arizona State University. She holds a doctorate in sociology, with a graduate certificate in gender and sexuality studies. Her areas of research are gender and sexuality; feminist and women’s movements in the Middle East; war, violence and peace-making; and migration, displacement and diaspora studies. Her work focuses on the transnational political mobilization of Kurdish women around peace, democracy and human rights.
**Allan Colbern**

**Research Interests:** Civil Rights, Political Science, American Politics, Qualitative Methods, Democracy & Citizenship, and Immigration.

**Experience:** Allan Colbern is an assistant professor in the School of Social and Behavioral Sciences in the New College at Arizona State University. He works with immigrant rights organizations like the California Immigrant Policy Center and New York Immigrant Coalition on building state-wide capacity and pro-immigrant policy blueprints. His expertise is in American political development and the intersection between immigration, civil rights, social movements, federalism and citizenship.

**Audrey Comstock**

**Research Interests:** International Law, Human Rights, International Relations, and LGBTQ Studies

**Experience:** Audrey Comstock received her PhD and MA in Government from Cornell University. She is an assistant professor of political science and human rights in the School of Social and Behavioral Sciences at Arizona State University. Her research lies at the intersection of political science, international relations and international law. More specifically, her work focuses international human rights law, the United Nations, global women’s and LGBT rights and international peacekeeping.

**Natasha Behl**

**Research Interests:** Gender Violence, Feminist Theory, Gender, Race, Ethnicity & Politics, Democracy & Citizenship, India, Interpretive Methodology, and Racial Justice

**Experience:** Natasha Behl is associate professor in the School of Social and Behavioral Sciences at Arizona State University. Dr. Behl completed her doctorate in political science at University of California, Los Angeles, where her training focused on race, ethnicity, politics and comparative politics. Dr. Behl explains why the promise of democratic equality remains unrealized, and identifies potential ways to create more egalitarian relations in liberal democracies and the discipline of political science. This intellectual endeavor has demanded that she cross disciplinary boundaries and challenge epistemological and methodological norms in political science to understand the gendered and raced nature of politics as a practice and political science as a discipline. She uses interpretive, feminist, and decolonial methods to examine what are often assumed to be neutral concepts, objective methodologies, and universal institutions, and demonstrate that these very concepts, methodologies, and institutions are gendered and raced such that they determine who enjoys democratic inclusion, who commands academic authority, and who is most vulnerable to violence. Her scholarship, teaching, and service seeks to make marginalized individuals central to the process of theorization, working to make societies and institutions, including the academy, more inclusive.

**Jennifer Keahey**

**Research Interests:** Gender, Race, Ethnicity & Politics, Sustainable Development, Agri-Food Systems, Fair Trade, Political Economy, Environmental and Resiliency Planning, Decolonizing Methodologies, and Postcolonial Theory

**Experience:** I am a development sociologist with more than a dozen peer-reviewed publications on issues pertaining to global justice and sustainable development. I have worked in several world regions and possess significant expertise in anti-racist, anti-colonial, and feminist perspectives. I am particularly interested in Black, Indigenous, and Global South development approaches that challenge conventional thought/praxis. I am skilled in the use of qualitative, mixed, and participatory action research (PAR) methods that open spaces for multi-paradigmatic knowledge building. My work advances development theory and practice in two key ways. First, it decolonizes theory to improve understanding of development and its alternatives. By interrogating the power dynamics informing sustainability in action, I unpack structural, relational, and cognitive barriers and identify pathways for transformation. Second, my work informs social research methods through the publication of critical reflections and systematic reviews of practice. By clarifying standards and methods that support connection across difference, I strengthen ethics for interdisciplinary and intercultural engagement.
Sangmi Lee

Research Interests:
Anthropology-Social & Cultural, Comparative Diaspora Studies, Fieldwork, Migration, Race, Ethnicity & Culture, Place, Culture & Identity, and Qualitative Methods

Experience: Sangmi Lee received her D.Phil. in anthropology in 2016 from the Institute of Social and Cultural Anthropology (ISCA) at the University of Oxford, U.K. Prior to coming to School of Social and Behavioral Sciences as an assistant professor in Spring 2018, she was a lecturer at Seoul National University, South Korea. Her current research focuses on how Hmong living in the diaspora have maintained extensive kinship networks and various cultural and economic practices across national borders despite the uncertainty about the location of ancestral homeland while also experiencing ethnic cultural differences based on their “partial” affiliation with different nation-states of residence. For this project, she conducted comparative, long-term ethnographic fieldwork with the Hmong communities in central Laos and the United States (California).

Kendall Funk

Research Interests: Gender representation; local governments; decentralization; Latin America; international public management, government performance

Experience: Kendall D. Funk is an assistant professor of political science in the School of Social and Behavioral Sciences in ASU's New College of Interdisciplinary Arts and Sciences. Prior to her current appointment, Funk held a joint appointment as a postdoctoral scholar in the School of Politics and Global Studies and the Center for Organization Research and Design in the School of Public Affairs at Arizona State University. She received her doctorate in political science from Texas A&M University in 2017. Funk's research crosscuts several disciplines, including political science, public administration, international studies, and gender studies. Her primary research focuses on the causes and consequences of women's representation in political institutions, especially at the local level of government in Latin America. She also researches issues related to local governance, decentralization, international public management, and government performance. Her research has been published in a variety of peer-reviewed journals, including Political Research Quarterly; Politics & Gender; Politics, Groups, and Identities; Administration & Society; and the Revista Uruguay de Ciencia Política (Uruguyan Journal of Political Science).

Amit Ron

Research Interests: Economic Justice, Democratic Theory, Citizen Participation, Civil Communication, Philosophy of Science, Political Theory, History of Political Thought

Experience: Amit Ron’s is an associate professor in the School of Social and Behavioral Sciences. His research focuses around two central themes: the political and normative dimensions of the history of political economy, and the democratic theory of the public sphere. With regard to the democratic theory of the public sphere, Ron is particularly interested in the role of the public in the cognitive division of labor that is required for a social scientific inquiry. His most recent publication, “Affected Interests and Their Institutions” (Democratic Theory, 2017), looks at way to think about the meaning of the democratic demos in a transnational environment. To do so, the article examines practices of inclusion and exclusion in different areas of law and public administration. In collaboration with Abraham Singer from the Quinlan School of Business at Loyola University Chicago, Ron is currently working on a project, provisionally entitled “The Social Subcontract: A Pragmatist Approach to Business Ethics and Democracy,” that examines business ethics from the point of view of democratic theory. Broadly speaking, most works in this area treat business ethics as a branch of applied moral philosophy. Thus, they focus on deriving rules for doing business from general approaches to ethics such as Kantianism, consequentialism, or virtue ethics. In this way of approaching business ethics, little attention is made to the economic context, or the political institutions, in which business operate. In contrast, our project puts such institutions at the center. The question that we ask is this: what responsibilities do competitive profit-seeking businesses have toward the democratic environments in which they operate? We explore the many ways in which business activity interacts with democratic institutions, procedures, and norms, and the ethical dilemmas that these interactions generate.
Degree Progress

Registration and Course Selection

Students will register for classes each semester via My ASU and use their course sequence or approved iPOS as a guide for registration. The schedule of classes is available here.

The recommended course sequence varies slightly for each admit term and can be viewed online at the MA Social Justice and Human Rights ground advising website. It is important to consider your personal and professional commitments when you select a completion timeline.

Continuous Enrollment Policy

To remain active at ASU graduate students must be continuously registered for a minimum of 1 graduate credit hour in every fall and spring semester.

Students who fail to enroll in any semester (not including summer) will be dropped automatically by the ASU Graduate College and have to re-apply and be re-admitted to continue working towards the degree.

Please review the Registration and Course Selection above. Depending on course availability, some programs may require summer registration.

Drop/Add Withdrawal

The ASU Academic Calendar lists specific dates and deadlines for each semester. Exceptions to published dates are rare and made on a case-by-case basis.

Request Leave of Absence

Students can apply for a formal waiver of the continuous enrollment requirement or a leave of absence (up to 2 semesters). These must be submitted via the iPOS in My ASU and approved by the student success team, program director, and the Graduate College prior to the semester for which the waiver or leave is requested.

Satisfactory Academic Progress

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 “C” 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 lower than a “C” in a core course in their program
must repeat the course in a regularly scheduled (not an individualized instruction) class. Although only the “C” 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 Social Justice and Human Rights Courses:** JHR 500, JHR 501, JHR 506, JHR 510, JHR 525, JHR 584

Review the complete policy and performance requirements [here](#).

**Interactive Plan of Study (iPOS)**

**What is the Interactive Plan of Study (iPOS)?**

The Interactive Plan of Study (iPOS) functions as an agreement between the student, the academic unit, and the ASU Graduate College. It will support you as you make progress toward your degree requirements. ([Learn More](#))

The iPOS allows you to plan for your course load, can guide registration each term, and provides an anticipated timeline for degree completion.

**How do I select courses for my iPOS?**

At the time of admission students in the MA Social Justice and Human Rights program are provided with a recommended sequence of courses that can be completed within 2 years.

The recommended course sequence can be viewed online at the MA Social Justice and Human Rights (ground) [advising website](#). It is important to consider your personal and professional commitments when you select a completion timeline.

Failure to follow the provided course sequence may delay time to degree completion. It is the responsibility of the student to communicate with the academic success team at ncgradadvising@asu.edu if there are any challenges with the course sequence.

**How to create an iPOS**

To access the iPOS: Login to My ASU. From the My Programs box, under the Programs tab, select iPOS. Select Graduate Interactive Plan of Study (iPOS). Note: Pop up blockers may need to be turned off.

You will find instructions for submitting the iPOS in the downloadable [how-to guide](#).

All of the information you need to submit your iPOS including course requirements by semester, faculty advisor, and anticipated graduation term are available on the course sequence on [advising website](#).

**When do I file my 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.

When the Faculty Supervisor and Program Director review the iPOS, they will look to see that the student has met the program requirements described above. In addition, we will check to make sure that the student is in compliance with the following additional rules below:

- The student must be enrolled in at least one credit during each Fall/Spring semester after admission (see ASU Graduate College Continuous Enrollment Policy, pages 8-9)
- Either 6 credit hours of JHR 599 or 3 credit hours of JHR 593 must be included on your iPOS
  - If a student is completing JHR 593 Applied Project, the student must have one committee chair (or two co-chairs) and one committee member. The committee chair is usually the same as the faculty adviser.
  - If a student is completing JHR 599 Thesis, the student must have one committee chair (or two co-chairs) and two committee members. The committee chair is usually the same as the faculty adviser.

All courses that appear on the iPOS are applied toward the student’s MA degree and are ineligible to be applied toward a future graduate degree. As such, we recommend listing only the 33 credits required for the MA degree on the iPOS.

Can I update my iPOS?

Yes! Once approved, the iPOS can be updated to accommodate changes in your course selection.

Graduation Requirements

Congratulations on nearing the completion of your master's degree. There are a few administrative items that need your attention:

1) Ensure you have an approved and up-to-date iPOS on file.
2) Apply for graduation via My ASU

Applying for graduation and registering to attend in-person graduation ceremonies are separate but related issues. Applying and paying your graduation fee ensures that your degree will be processed after coursework is complete and certification of your degree is issued. Registering for attendance at ceremonies ensures that seating will be made available for you and your guests for the event(s) you will attend. It also ensures tickets will be reserved for those events that require tickets.
Ceremonies

There are a variety of opportunities to celebrate this milestone. Two of the most popular ceremonies are Commencement (ASU ceremony) and Convocation (College ceremony).

Commencement: Commencement ceremonies are the official graduation events for the university. During the university’s graduate Commencement, President Crow confers degrees on all ASU graduate students (master’s and doctoral candidates).

- Master’s degree candidates will be hooded at Graduate Commencement, but will NOT be called individually to cross the stage.
- Doctoral candidates will be hooded at Graduate Commencement, have their names called and cross the stage individually to receive congratulations.

Convocation: Convocation ceremonies celebrate graduating New College of Interdisciplinary Arts and Sciences students and their achievements. During Convocation, New College of Interdisciplinary Arts and Sciences graduates are individually recognized for their academic achievement, including crossing the stage while their name is read.

Register to Attend an Event

All ASU graduation ceremonies require reservations (RSVPs) from graduating students who wish to participate. Attendance is not mandatory or you may elect to attend one or more ceremonies.

Register to Attend Commencement
Register to Attend New College Convocation

Summer graduates completing coursework in August may opt to participate in ceremonies the May prior to course completion or the December following course completion.

Student Code of Conduct and Academic Integrity

Student Code of Conduct

All students are expected to adhere to the Arizona Board of Regents Student Code of Conduct.
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.

Resources

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

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. 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.

2. 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.

Academic and Professional Services

- ASU Library now has an online tutorial version of "Library 501: What Grad Students Need to Know about the Library" workshop available for online and
ground students and anyone else for whom it might be useful. The Library 501 tutorial can be found on the tutorials page under “Other Tutorials”.

- **Career & Professional Development Services** – resource for finding jobs and internships, career advising, and more; online services available.
- **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**

### New College/West Campus - Amenities

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

### Student Support Services

- **Counseling**
  - **Graduate Student Wellness Resources**
  - **Graduate Student Wellbeing**
- **Educational Outreach & Student Services (Dean of Students Office)**
- **Graduate Student Diversity Resources**
- **Health**
- **Housing and Off-Campus Housing**
- **ID Cards**
- **International Student Services Center (ISSC)**
- **Sexual Violence Awareness, Prevention and Response (Title IX)**
- **Statistics and Methods (SAM) Lab**
- **Student Accessibility and Inclusive Learning Services (SAILS)**
- **Student Rights and Responsibilities**
- **Veterans**

### University Contact Information

- **Emergency Services**
- **Graduate College**
- **GPSA Outreach**
- **Provost's Office**
- **Student Business 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/.

Program Contact Information

With specific questions about the Graduate Program in Social Justice & Human Rights, contact:

Dr. Tricia Redeker-Hepner
Director, Social Justice & Human Rights
New College of Interdisciplinary Arts & Sciences
Tricia.M.Redeker-Hepner@asu.edu

or

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

With general questions about ASU Graduate Studies policies/procedures, contact:
Graduate College
Interdisciplinary Building, B Wing, Suite 285 – Tempe campus
http://graduate.asu.edu/

With questions about tuition, scholarships, and financial aid:
ASU Financial Aid
University Center Building, Suite 101
http://students.asu.edu/financial-aid