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**Calumet College**

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**of Saint Joseph**

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*Calumet College of St. Joseph is a Catholic institution of higher learning dedicated to the academic, spiritual and ethical development of undergraduate and graduate students. Informed by the values of its founding religious community, the Missionaries of the Precious Blood (C.P.P.S.), the College promotes the inherent dignity of all people, social justice, an ethic of service, student empowerment, opportunity, and lifelong learning.*

**COURSE SYLLABUS, Spring 2020****Course: PSY 599, Thesis**

<b>Instructor Information:</b>	
<b>Instructor Name</b>	Joseph Kovach, Psy.D.
<b>Office Number:</b>	528
<b>Phone Number:</b>	219-473-4261 or 219-838-3338 (preferred)
<b>Email:</b>	<a href="mailto:jkovach@ccsj.edu">jkovach@ccsj.edu</a> and <a href="mailto:jwk46@sbcglobal.net">jwk46@sbcglobal.net</a>
<b>Office Hours:</b>	Tuesday 11-7 Wednesday 11-7 Thursday 11-7 Times are subject to change. Other times by appointment.
<b>Instructor background:</b>	B.A. in Speech; M.A. in Psychology; Psy.D. in Psychology

<b>Course Information:</b>	
<b>Course Time:</b>	Arranged
<b>Classroom:</b>	528
<b>Prerequisites:</b>	None
<b>Required Books and Materials:</b>	Bui, Y. N., How to Write a Master's Thesis, 3 <sup>rd</sup> ed. Washington: Sage Publication Manual of American Psychological Association, 5 <sup>th</sup> ed. Washington: APA

**Learning Outcomes/ Competencies:**

1. Student will be able to articulate the role of human behavior, particularly at the individual, familial, organizational, or societal levels;
2. Student will be able to model and implement effective oral, written, and technological communication strategies in conveying ideas, information, questions; and
3. Student will prepare, develop, and execute an acceptable experimental or library research project under supervision of student's thesis committee.

**Course Description:**

Under the direction of a thesis committee, the student will plan, research and write the master's thesis. The thesis option is designed to meet the needs of students who plan to pursue doctoral studies.

**Learning Strategies:**

Discussions, written thesis.

**Assessment:**

Upon completion of the thesis, the assigned program advisor, along with another program member, will conduct with the candidate an oral defense of his thesis.

Grading: Pass - Fail

**Course Schedule and Assessments:****Major Assignment**

A Master's thesis is normally required as evidence of potential ability to complete a Ph.D. dissertation. The thesis consists of a critical review of the literature on a question of interest and may include the presentation and analysis of a body of relevant empirical data. The data may be collected originally by the student, secured from secondary sources, or obtained from research projects within the Graduate Program. The thesis is written under the direct supervision and approval of the student's advisor and one other faculty member who will act as a reader. The thesis, as well as the proposal for it, must conform to the departmental format requirements, which are those established by the American Psychological Association.

Every thesis serves two important functions. First, the thesis demonstrates a serious contribution to knowledge and scholarship. Second, the thesis confirms a student's ability to make such a contribution to the academic community, and in accordance with the conventions of that academic community.

<b>Responsibilities</b>	
<b>Attending Class</b>	Frequent meeting with your program advisor is important in order to stay on track.
<b>Turning In Your Work</b>	You cannot succeed in this class if you do not turn in all your work in a timely manner.
<b>CCSJ Student Honor Code</b>	<p>This course asks students to reaffirm the CCSJ Student Honor Code:</p> <p>I, as a student member of the Calumet College academic community, in accordance with the college's mission and in a spirit of mutual respect, pledge to:</p> <ul style="list-style-type: none"> <li>• Continuously embrace <b>honesty and curiosity</b> in the pursuit of my educational goals;</li> <li>• Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my <b>community</b>;</li> <li>• Do my own work with <b>integrity</b> at all times, in accordance with syllabi, and without giving or receiving inappropriate aid;</li> <li>• Do my utmost to act with commitment, inside and outside of class, to the goals and <b>mission</b> of Calumet College of St. Joseph.</li> </ul>
<b>Doing Your Own Work</b>	<p>If you turn in work that is not your own, you will be subject to judicial review by the Faculty-Student Grievance Committee. These procedures can be found in the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines to document sources avoids plagiarism. You'll find guides to the major citation methods at the CCSJ Specker Library Web page at  <a href="http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite">http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite</a></p> <p><b>PLEASE NOTE:</b> All papers may be electronically checked for plagiarism.</p>
<b>Sharing Your Class Experience</b>	Your voice matters! At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are essential to our ongoing efforts to ensure that you have a great experience that leaves you well prepared for your future. Take the time to complete your course evaluations – we value your feedback!
<b>Withdrawing from Class</b>	After the last day established for class changes has passed (see the College calendar in the CCSJ Course Catalog), you may withdraw from a course by following the policy outlined in the Course Catalog.

<b>Resources</b>	
<b>CCSJ Book Rental Program</b>	The CCSJ Book Program ensures that everyone has the right course materials on the first day of class to be successful. You pay a book rental fee each semester, and in return, receive all the materials for all your classes prior to the beginning of classes. At the end of the semester, simply return the books. For traditional students, the Book Rental

	<p>Program is conveniently located in the library, where students can pick up and return their books. For students in accelerated programs and graduate programs, books will be delivered to their homes and they can return them by mail. For more information, see <a href="http://www.ccsj.edu/bookstore">http://www.ccsj.edu/bookstore</a>. <b>All books must be returned at the end of the semester or you will incur additional fees, which will be charged to your student account.</b></p>
<b>Student Success Center</b>	<p>The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library.</p>
<b>Disability Services</b>	<p>Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.</p>
<b>Student Assistance Program</b>	<p>Through a partnership with <b>Crown Counseling</b>, Calumet College of St. Joseph provides a free Student Assistance Program (SAP) to current students. The SAP is a confidential counseling service provided to students for personal and school concerns which may be interfering with academic performance and/or quality of life. The SAP counselor is available on campus once a week and off-site at the Crown Counseling offices in Crown Point or Hammond. For more information, <b>contact Kerry Knowles SAP Counselor</b>, at 219-663-6353 (office), 219-413-3702 (cell), or <a href="mailto:kerryk@crowncounseling.org">kerryk@crowncounseling.org</a>.</p>
<b>CCSJ Alerts</b>	<p>Calumet College of St. Joseph’s emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College’s website at: <a href="http://www.ccsj.edu/alerts/index.html">http://www.ccsj.edu/alerts/index.html</a>.</p>