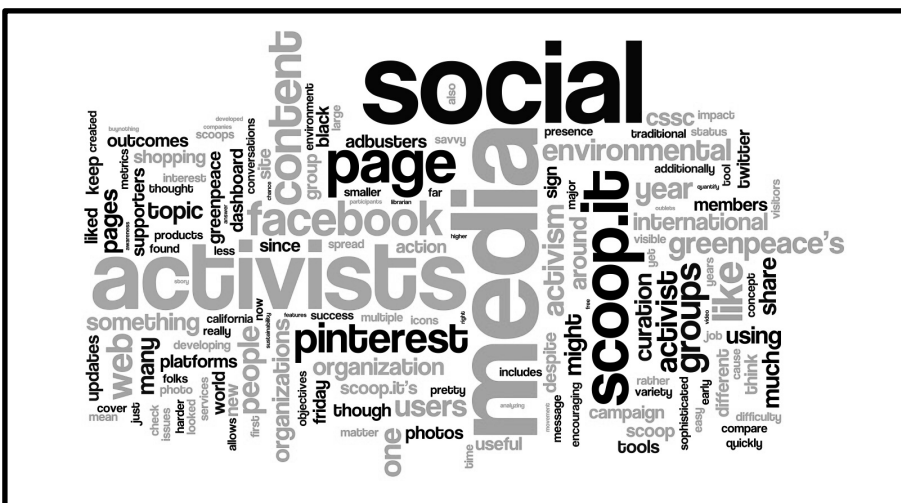




civic media co-lab.



Course description.

This project-based studio course asks students to investigate the creation and use of civic media in society through analytical, participatory, and collaborative approaches. Emphasis is placed on co-design and the application of technology to civic problems to provide students with the tools they need to grapple with contemporary and civic challenges. Students will work with a community partner to create civic media projects that meet an identified real-world community need over the course of the semester. 3 lecture hours per week.

Required text.

All required readings are available on the course Canvas page.

Policies.

Communication

You can expect that I will respond to emails promptly, but please allow a 48-hour response time for all communication.

Late Assignments

I will deduct up to 5% per day late for all late assignments. Any work that is not made up within 20 days of the original due date will not be accepted. No late assignments will be

accepted after the last day of class.

Attendance

Because this is a community-engaged course that requires students' full commitment, students with more than 4 absences will receive a failing grade for the course. University-excused absences (e.g., COVID-19 quarantine) must be confirmed with the appropriate university offices. If you miss a class, in-class exercises may not be made up.

contact info

Dr. Cindy S. Vincent, Ph.D.
cindy.vincent@salemstate.edu
 Office Hours
 Wednesdays & Fridays
 9 – 10:30 am & by appointment

grading

| | |
|------------------------------|-----|
| Course Activities | 14% |
| Writing Reflections | 10% |
| CET & Peer Review | 18% |
| Professional Email | 3% |
| MOU | 8% |
| Project Proposal | 11% |
| Term Project & Presentations | 23% |
| Term Paper | 13% |

Grading

All grade discussions will take place at least 24 hours after the grade is received. Each student is responsible for completing all course requirements and for keeping up with all that goes on in the course. Final grades will be determined by all course assignments and extra credit.

Course assignments.

Course Activities

You will engage in dialogues with your classmates and participate in class activities to critically think through and examine course concepts and ideas.

Writing Reflections

You will engage in critical reflection of each of the genres introduced throughout the course and your writing and creation within these genres.

Course Embedded Tutor (CET)

You will work with the course embedded writing tutor in individual meetings. Each student is **required** to meet with the tutor at least **3 times**. Your

work with the tutor will be factored into your final course grade. There will be a grade penalty if you do not meet with and/or miss scheduled appointments with the CET.

Civic Media Term Project

You will work with a community partner organization to create media for and with them. This will be a semester-long project that entails the following components:

- Professional email
- MOU
- Project proposal
- Civic media project
- Project showcase
- Civic media term paper

For each assignment you will engage in the revision process to learn through feedback from your class peers, the course embedded tutor, your community partner, and the course professor. For most of these assignments, you will also be required to present your assignment to the class.

Extra Credit

Every student has the opportunity to earn 10 extra credit points for: 1) being prepared for class, 2) being on time every class and staying the full duration of the class period, and 3) attending every class. You must meet all criteria.

There is no Final Exam.



Course goals.

G1. Extend knowledge gained in W-I, W-II, and previous writing and production courses, with a strong emphasis on strengthening composition skills, positioning writing as multimodal, and using reflection as a means to learn and strengthen composing abilities.

G2. Engage students to use composition as a tool for learning and thinking about civic life.

G3. Equip students with knowledge, skills and abilities to analyze and create discipline-specific compositions for specific audiences.

Learning objectives.

LO1. Read, analyze and produce multimodal writing for purposes and audiences in the mediated communication field and related disciplines.

LO2. Be self-reflective about their composition processes and the choices they make with regard to modes, genres, and strategies that work to accomplish communicative tasks.

LO3. Receive and respond to feedback from peers, instructor and community partner during the design, creation and/or revision stages of the composition process.

LO4. Understand, articulate, and apply the key principles of codesign and civic media.

LO5. Demonstrate knowledge of the history, trends, and critiques of codesign methods.

LO6. Apply theoretical and practical tools of codesign to make concrete contributions to the development of a real-world civic media project that is grounded in the needs of a community partner.

The fine print.

Academic Dishonesty Policy

Any act of academic dishonesty attempted by a Salem State University student is unacceptable and will not be tolerated. For more information, visit: <https://goo.gl/vGxy7V>

Reasonable Accommodation

Salem State University is committed to providing equal access to the educational experience for all students in compliance with Section 504 of The Rehabilitation Act and The Americans with Disabilities Act and to providing all reasonable academic accommodations, aids and adjustments. Any student who has a documented disability requiring an accommodation, aid or adjustment should speak with the instructor immediately. Students with Disabilities who have not previously done so should provide documentation to and schedule an appointment with Disability Services and obtain appropriate services.

University Declared Critical Emergency

In the event of a University declared critical emergency, Salem State University reserves the right to alter this course plan. Students should refer to www.salemstate.edu for further information and updates. The course attendance policy stays in effect until there is a university declared critical emergency. In the event of an emergency, please refer to the alternative educational plans for this course located on Canvas. Students should review the plans and gather all required materials before an emergency is declared.

Title IX & Sexual Assault

The university recognizes that sexual misconduct and power-based violence (sexual assault, domestic violence, dating violence, stalking) is a very traumatic crime and as such it will endeavor to work with survivors to reduce fears and concerns regarding their personal safety. Any individual who believes they may have experienced sexual harassment, or any type of sexual aggression may receive important information and assistance regarding the university's policies and responsive processes. In addition, upon request, the student conduct office will make resources available regarding who can discuss the process and what it means. For a list of university resources, visit: <https://bit.ly/3lO0Oam>

COVID-19 Pandemic

Students must comply with the university's Covid-19 Health and Safety Protocols for the 2021-2022 Academic Year. These protocols include wearing masks in class and on campus in public spaces, practicing physical distancing where possible, including in class, engaging in a daily symptom check, notifying Counseling and Health Services at 978-542-6413 if they have any symptoms associated with COVID-19, and not coming to campus or to an in-person class if they have any of the symptoms related to COVID-19, until cleared by the Student Life Wellness Area. Students who have documented disabilities that may prevent them from complying with these policies are required to contact the Disability Services office.

Spring 2022 Tentative* Course Schedule

**This schedule is subject to change*

| Date | Topic | Assignments Due |
|---------------|--|--|
| Week 1 | | |
| 1/19 | Syllabus, course overview, introductions <i>Assign term project</i> What is civic media? | |
| Week 2 | | |
| 1/26 | Community partner presentations | Community partner research and questions |
| | Professional writing <i>Assign professional email</i> | Draft Professional Email |
| Week 3 | | |
| 2/2 | Professional writing workshop | Professional email peer review |
| | Blog writing | Final Professional Email |
| Week 4 | | |
| 2/9 | Writing MOUs <i>Assign MOU</i> | Check-in: Community partner status |
| | Co-design and UX | Work with community partner to create MOU |
| Week 5 | | |
| 2/16 | Writing project proposals MOU presentations <i>Assign project proposal</i> | MOU due Work with community partner to create project proposal |
| | Peer reviews | |
| Week 6 | | |
| 2/23 | Proposal workshop | Project proposal draft Peer reviews |
| | Researching target audiences | |
| Week 7 | | |
| 3/2 | Project proposal presentations | Final project proposal |
| | Community Technology | |
| Week 8 | | |
| 3/9 | Design Fail | |
| | Media production | |

| | | |
|----------------|---|---|
| Week 9 | | |
| 3/14 – 3/18 | SPRING BREAK | |
| Week 10 | | |
| 3/23 | First project iteration presentations | First project iteration Peer reviews |
| | Equity and access | Midpoint evaluation |
| Week 11 | | |
| 3/30 | Community Partner Meeting | Instead of coming to class, virtually or in-person meet with your community partner to discuss your first iteration and discuss feedback |
| | The rise of participatory politics | |
| Week 12 | | |
| 4/6 | Academic research and writing <i>Assign term paper</i> | |
| | The power of voice | |
| Week 13 | | |
| 4/13 | Second project iteration presentations | Second project iteration Peer reviews |
| | Civic media criticisms and limitations | |
| Week 14 | | |
| 4/20 | Community Partner Meeting | Instead of coming to class, virtually or in-person meet with your community partner to discuss your second iteration and discuss feedback |
| | Virtual workshop | |
| Week 15 | | |
| 4/27 | Project showcase | Final Term Project |
| | Virtual workshop | |
| Week 16 | | |
| 5/4 | Civic Media Term Paper | |
| NO FINAL EXAM. | | |

****See the course Canvas page for complete assignment deadlines and readings.****