The CCOM Curriculum Committee, with the support of the CCOM faculty, recognizes the following standards for Independent Study within CCOM.

General Information:

1. Any student who has completed at least 4 semesters of study in the department is able to enroll in an Independent Study course within that department. Exceptions may be made for students who have not met this standard at the discretion of the department chair and the associate dean.

2. The topic of study should reflect a topic of interest for the student that serves to complement existing coursework.
   a. Note that Independent Study is not to be used to replace a missed course that is regularly taught in the department; rather its purpose is to allow students to explore a topic that is not covered in the curriculum or expand upon a topic of interest.

3. Students interested in an Independent Study select the topic and request a full-time faculty member for guidance.

4. If the faculty member agrees, both the student and faculty develop a plan or syllabus indicating the terms of the agreement, including: 1) the scope of the topic; 2) number of credit hours; 3) student responsibilities and outcomes, including reading and research assignments; and 4) faculty responsibilities.

5. In keeping with current policy for other academic courses, once the student and faculty agree on the plan or syllabus, the faculty member will file the plan or syllabus with the Dean's office.

Below the CCOM Curriculum Committee proposals the following standards for Independent Study coursework with differing credit hours:

Standards for a one-credit hour Independent Study
- Equivalent to 1 hour per week in the classroom, with an expectation of approximately 15 hours of student-faculty contact per semester
- Suggested outcome: written reflection (3-5 pages) or equivalent creative product

Standards for a two-credit hour Independent Study
- Equivalent to 2 hours per week in the classroom, with an expectation of approximately 30 hours of student-faculty contact per semester
- Suggested outcome: written paper (6-10 pages) or equivalent creative product
Standards for Independent Study (p. 2 of 2)

Standards for a three-credit hour Independent Study

- Equivalent to 3 hours per week in the classroom, with an expectation of approximately 45 hours of student-faculty contact per semester
- Suggested outcome: written paper (11-15 pages) or equivalent creative product; oral presentation to a gathered audience, either in PowerPoint format or an informal talk

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Approved by:

Chair, CCOM Curriculum Committee  [Signature] Date: 1/3/17

Dr. Reading, CCOM Associate Dean  [Signature] Date: 1/3/17

Dr. Edgerton, CCOM Dean  [Signature] Date: 9 January 2017