

**DEPARTMENT OF MODERN LANGUAGES  
AND CULTURAL STUDIES**

<https://uofa.ualberta.ca/modern-languages-and-cultural-studies>

**2019-2020 MLCS 798: Comprehensive Colloquium  
(Fall Term)**

Instructor: Dr. Victoria Ruetalo  
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Time: W 10:00-12:50pm  
Place: Arts 430  
Office Hours: By Appointment  
Course Website: on E-Class

**Course Prerequisite:** Consent of Department

It is your responsibility as a student to ensure that you have the appropriate prerequisites for the course.

**Course-based Ethics Approval** in place regarding all research projects that involve human testing, questionnaires, etc.?

- Yes       No, not needed, no such projects approved.

**Community Service Learning** component

- Required     Optional     None

**Past or Representative Evaluative Course Material Available**

- Exam registry – Students' Union  
<http://www.su.ualberta.ca/services/infolink/exam/>  
 See explanations below  
 Document distributed in class  
 Other (please specify)  
 NA

**Additional mandatory Instructional fees (approved by Board of Governors)**

- Yes       No

**Course Description and Objectives:**

A preparation course for the comprehensive exams that will be structured to help students work with their own individualized reading lists. Through peer work, guided discussion, reflective exercises, presentations, and targeted assignments the students will be able to organize their readings, structure the information, and reflect on their work comprehensively, and manage the time leading to the exams. The course offers students a supportive environment during the stresses and challenges of the comprehensive exams.

Learning Outcomes: By the end of the course students will successfully complete the Comprehensive Exams and be ready to work on the dissertation proposal in MLCS 799.

**Course Format:** The objectives of this course will be learned from a combination of formal lectures, individual presentations, group and individual discussion.

**Texts:**

Pre-approved by supervisory committee comprehensive exam lists.

**Additional Course Fees**

Yes       No

**Important Dates:** [See Academic Schedule in current Calendar](#)

First Day of Class: September 4, 2019

Add/Delete Date: September 16, 2019

50% Withdrawal Date: October 3, 2019

Withdrawal Date: November 29, 2019

Last Day of Class: December 4, 2019

**Grade Distribution and Explanatory Notes on Assignments:**

Each of the components in this course will be graded as Pass or Fail.

In order to achieve a Pass students need to thoughtfully complete the assignment and show effort in the final submission.

**Participation and Attendance: 50%**

This class is meant to be a place where we work through issues and challenges of the comprehensive exams. In order for it to be successful students need to come to class and engage with their cohort to solve common problems together. Therefore, class attendance and active participation will only help the students grow and develop as they prepare for the exams.

**5 Assignments: 50% (10% each)**

Assignment Due Dates: September 19, September 26, October 3, October 10, and October 17.

These exercises are meant to help students make critical connections between readings on their lists, define their focus, and develop coherence across their readings and lists.

**Required Notes:**

“Policy about course outlines can be found in the [Evaluation Procedures and Grading System](#) of the University Calendar.”

**Student Responsibilities:**

***Academic Integrity:***

The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the [Code of Student Behaviour](#) and avoid any behaviour that could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.

All students should consult [the Academic Integrity website](#). If you have any questions, ask your instructor.

An instructor or coordinator who is convinced that a student has handed in work that he or she could not possibly reproduce without outside assistance is obliged, out of consideration of fairness to other students, to report the case to the Associate Dean of the Faculty. See the [Academic Discipline Process](#).

***Learning and Working Environment:***

The Faculty of Arts is committed to ensuring all students; faculty and staff are able to study and work in an environment that is safe and free from discrimination and harassment. It does not tolerate behaviour that undermines that environment. The Department urges anyone who feels that this policy is being violated to:

- Discuss the matter with the person whose behaviour is causing concern; or
- If that discussion is unsatisfactory, or there is concern that direct discussion is inappropriate or threatening, discuss it with the Chair of the Department.

For additional advice or assistance regarding this policy you may contact the [Office of the Student Ombuds](#). Information about the [University of Alberta Discrimination and Harassment Policy and Procedures](#) is described in [UAPPOL](#).

It is the policy of the University of Alberta that sexual violence committed by any member of the University community is prohibited and constitutes misconduct. Resources and more information can be found at <https://www.ualberta.ca/campus-life/sexual-violence>

***Territorial Statement:***

“The University of Alberta acknowledges that we are located on Treaty 6 territory, and respects the histories, languages, and cultures of the First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.”  
(from the beginning of the Calendar).

***Recording of Lectures:***

Audio or video recording, digital or otherwise, of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Student or instructor content, digital or otherwise, created and/or used within the context of the course is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

***Attendance, Absences, and Missed Grade Components:***

Regular attendance is essential for optimal performance in any course. In cases of potentially excusable absences due to illness or domestic affliction, notify your instructor by e-mail within two days. Regarding absences that may be excusable and procedures for addressing course components missed as a result, consult sections [Attendance](#) and [Examinations](#) of the University Calendar. Be aware that unexcused absences will result in partial or total loss of the grade for the “attendance and participation” component(s) of a course, as well as for any

assignments that are not handed-in or completed as a result.

Students who consult **in advance** with an instructor regarding contingencies preventing the timely completion of an assignment may, at the discretion of the instructor, be granted an extension just one time throughout the course with no penalty. However, if a second excuse will be granted for late assignments, half of the mark assigned for this particular work will be deducted. Otherwise, all assignments should be handed in on the stated deadline. Any assignment not handed-in in time or unexcused late assignments will not be given any marks. Late excuses will **not** be accepted for any reason.

***Disclaimer:***

Any typographical errors in this syllabus are subject to change and will be announced in class and posted on eClass. The date of the final examination is set by the Registrar and takes precedence over the final examination date reported in this syllabus.

**Student Resources:**

The best all-purpose website for student services is: <https://www.ualberta.ca/current-students>.

**Accessibility Resources:** (1 – 80 SUB)

The University of Alberta is committed to creating work and learning communities that inspire and enable all people to reach their full potential. Accessibility Resources promotes an accessible, inclusive, and universally designed environment. For general information to register for services visit the [Accessibility Resources](#) webpage.

**The Academic Success Centre:** (1-80 SUB)

[The Academic Success Centre](#) offers a variety of workshops on effective study and exam strategies. There are in-person and online sessions available for a modest fee.

**The Centre for Writers:** (1-42 Assiniboia Hall)

The [Centre for Writers](#) offers free one-on-one writing support to students, faculty, and staff. Students can request consultation for a writing project at any stage of development. Instructors can request class visits and presentations.

**Health and Wellness Support:** There are many health and community services available to current students. For more information visit the [Health and Wellness Support](#) webpage.

**Office of the Student Ombuds:**

The [Office of the Student Ombuds](#) offers confidential interviews, advice and support to students facing academic, discipline, interpersonal and financial difficulties.

***Grading:***

Assessment of the individual course components may be in the form of numerical marks or letter grades. The final letter grade will be based on "a combination of absolute achievement and relative performance in a class" (University Calendar, [Evaluation](#)

[Procedures and Grading System](#)). The University Grading Procedure mandates that "a student's level of achievement of the goals/outcomes of a course, their grade, and the descriptor of that grade must be aligned" (<https://policiesonline.ualberta.ca/>). The following guidelines have been adopted by the Department of Modern Languages and Cultural Studies:

**“MLCS Graduate Grading Scale”**

|    |        |              |
|----|--------|--------------|
| A+ | 97-100 | Excellent    |
| A  | 93-96  | Excellent    |
| A- | 90-92  | Excellent    |
| B+ | 87-89  | Good         |
| B  | 79-86  | Good         |
| B- | 74-78  | Satisfactory |
| C+ | 68-73  | Satisfactory |
| C  | 63-67  | Failure      |
| C- | 58-62  | Failure      |
| D+ | 54-57  | Failure      |
| D- | 50-53  | Failure      |
| F  | 00-49  | Failure      |

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