

## **EC 691 – Comprehensive Exam (3 units)**

### **INSTRUCTOR**

Professor: advisor's name

Email:

Tel:

Office Hours:

### **COURSE DESCRIPTION**

Comprehensive exam for the Master's degree in Social Science. Students, with their advisor's approval, may elect to take a comprehensive exam instead of completing a thesis or project for their culminating experience. Students work toward the completion of the comprehensive examination with guidance from faculty. (Credit/NoCredit)

### **LEARNING OUTCOMES**

#### **HSU graduate student learning outcomes**

Students at the master's level will be able to:

1. elucidate the major theories, research methods and approaches to inquiry and/or schools of practice in the student's field of study; articulate their sources and illustrate both their application and their relationships to allied fields;
2. disaggregate, adapt, reformulate and employ principal ideas, techniques or methods at the forefront of their field of study in the context of a written product or project;
3. provide adequate evidence (through papers, projects, notebooks, computer files or catalogues) of contributing to, expanding, assessing, and/or refining knowledge within their field of study;
4. create sustained, coherent arguments or explanations and reflections on their work or that of collaborators (if applicable), to both general and specialized audiences;
5. apply the ethical framework(s) appropriate to their field of study; and
6. employ the tools, concepts, and methods appropriate to their inquiry in a project, paper or performance.

#### **Program learning outcomes**

Upon completing their degree, E&C graduate students are expected to demonstrate competence in the following program outcomes:

1. Students can analyze the environmental and social implications of political and economic institutions, discourses, organizations, and movements.
2. Students can analyze issues of race, class, gender, culture, place and power in environment-community relationships.
3. Students can demonstrate an understanding of ecological processes and their relevance to environment and community relationships.
4. Students can demonstrate understanding of qualitative or quantitative methodology and methods, including discussion of epistemology and positionality, as appropriate.
5. Students demonstrate effective written and oral communication.

#### **Course learning outcomes**

In this comprehensive exam course students will:

1. present an analysis of the environmental and social implications of political and economic institutions, discourses, organizations or movements.
2. present an intersectional analysis of race, class, gender, culture, place and power in environment-community relationships.

3. identify and explain key ways of understanding ecological processes and their relevance to environment and community relationships.
  4. demonstrate understanding of qualitative or quantitative methodology and methods, including discussion of epistemology and positionality, as appropriate.
  5. demonstrate effective written and oral communication skills in terms of organization, writing craft, visual aids, speaking skills and response to questions.
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### Course Structure and Exam Guidelines

Students who elect to take the comprehensive exam option for their culminating experience register for EC 691 with their committee chair during their fourth semester, after advancing to candidacy. The EC 691 course instructor will work with the student to identify and research a suitable case study around which the exam questions will be organized. Together, the instructor and the student will develop the case study and identify suitable bibliographic and other resources about the case study that the student will use to prepare for the exam.

In consultation with the other committee members, the instructor will prepare suitable questions for the student. At least one question will focus on the relevant analytical frameworks and ask the student to develop what would be considered a literature review. A second question will concern epistemology, methodology and research methods. Other questions will be developed that focus on key aspects of the case study. No more than eight questions will be on the exam. These questions will be provided to the student in week 10 of the spring semester. The student will have four weeks to prepare written answers to the questions. The total length of answers to all the questions should not exceed 40-50 double spaced pages.

The oral component of the comprehensive exam will take place during week 14 of the semester, with all committee members present. During this portion of the exam the student will be asked to summarize key insights from the written answers they prepared. Committee members may also ask additional questions of the student that relate to the case study and the program learning outcomes.

Following the oral portion of the exam, the committee members will meet to evaluate and score both the written and oral components against the program's student learning outcomes (see rubric below). A passing score requires that the student earn at least a "1" on each of the evaluated criteria and a minimum total score of 7. Following successful completion of the comprehensive exam, the committee chair and members will complete and submit the Comprehensive Exam Completion Form. Records of the exam questions and answers will be retained for five years in accordance with the records retention policy of the California State University.

The following guidelines apply:

1. Students become eligible to enroll in EC 691 and take the comprehensive exam during the semester in which all required coursework will be completed.

If the examination is not attempted and passed in the semester in which the student plans to graduate, the student must register again for the examination in a subsequent semester in which they plan to complete their degree. These additional units may not be counted as units toward the master's degree.

2. Students may not take the comprehensive examination more than twice.
  - a. Students who fail the examination on the first attempt will be required to register for the examination again the next available term.
  - b. The first attempt is defined as the complete comprehensive examination prescribed by the program. The second attempt is defined as retaking the entire exam or, at the discretion of the department, a supplementary

examination on any part or parts of the first examination that the student failed. Subsequent attempts may also include alternate and/or additional questions that may require additional annotated bibliography entries and other preparation in advance – thus, students are strongly advised to take the first attempt seriously.

- c. Failure of the second attempt of the comprehensive examination results in the disqualification from the program in that department.
  - d. Graduate coordinator will file the result of each examination with the Office of Graduate Studies.
3. **At least two faculty members (student's advisor and one other faculty member from the program) must certify to the success or failure of the student in the examination.**

## **EXAM EVALUATION**

**Each portion will be graded separately – student must earn an 80% in each portion to pass exam.**

For additional information on evaluation and grading for this and other MA Applied Anth courses, please see the Syllabus Addendum Website:

[www.humboldt.edu/anthropology/masyllabus](http://www.humboldt.edu/anthropology/masyllabus)

**GRADING SCALE (no curve):** A = 93% or above; A- = 92.0-90%; B+ = 89.9-87%; B = 86.9-83%; B- = 82.9-80%; C+ = 79.9-77%; C = 76.9-73%; C- = 72.9-70%; D+ = 69.9-67%; D = 66.9-60%; F = <60%. For C/NC, 80% or above is needed to pass.

## **EMERGENCY PROCEDURES (for any time spent on campus)**

Please see the emergency evacuation plan for the classroom located on the colored card by the door. Also review the Campus Emergency Procedures at the following website:

[http://www2.humboldt.edu/businessservices/sites/default/files/images/Emergency-Procedure\\_s\\_1.pdf](http://www2.humboldt.edu/businessservices/sites/default/files/images/Emergency-Procedure_s_1.pdf)

## **ADDITIONAL GENERAL CLASS & UNIVERSITY POLICIES & RESOURCES**

Students are responsible for knowing information on campus policies and resources on the website below, such as: Add/Drop Policy, Resources for Students with Disabilities, Academic Honesty, Complaints, Attendance and Disruptive Behavior Policy, Code of Conduct, Financial Aid, Emergency Procedures, Academic/Career Advising, and Counseling & Psychological Services

<http://www2.humboldt.edu/academicprograms/syllabus-addendum-campus-resources-policies>

The MA Anth Syllabus Addendum Website [www.humboldt.edu/anthropology/masyllabus](http://www.humboldt.edu/anthropology/masyllabus) contains additional information for this and other MA Applied Anth courses on various topics, including: Online environment, tips for how to succeed in MA courses, general course materials

and skills needed, evaluation and grading standards, discussion guidelines/ netiquette, general MA class policies, university policies and resources, disability resources, and emergency procedures. Please read all aspects of this site carefully.

#### **NEED HELP?**

- **Please contact your advisor ASAP** if you have questions or concerns, or just want to chat about course material. You can contact your instructor via email, phone, or during scheduled online and in-person office hours. If you do not get a response to an email within two days, please resend it (email is generally much faster than voicemail).
- **For technical questions**, such as the suitability of your home computer for the course, installing plug-ins, problems with your password, etc., contact the HSU Help Desk at [help@humboldt.edu](mailto:help@humboldt.edu) or 707-826-4357.