



**University of Denver  
Digital Media Studies  
Graduate Handbook**

**2009-2010**

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# **DIGITAL MEDIA STUDIES GRADUATE HANDBOOK 2009-2010**

## **I. PROGRAM OVERVIEW AND REQUIREMENTS**

The Master of Arts in Digital Media Studies degree is intended for students interested in the interplay of critical scholarship, creative expression, electronic art and design, and hands-on technical research and production in a variety of interconnected, computational media environments. DMS Masters have gone on to work for many forms of corporations, small businesses, government agencies, nonprofit organizations and educational institutions as they continue to integrate developments in new digital technologies for media authoring, content management, and networking. Graduates of the program are also prepared for advanced degree work in such fields as cultural and media studies, philosophy, art and art history, English, communication, journalism, business, science studies, education and others.

### **CREDIT-HOUR REQUIREMENTS**

A minimum of 48 credit hours in DMS and related courses.

### **COURSE REQUIREMENTS**

All students are required to take 1 foundation course in the design area, 1 foundation course in the technical area, and 1 foundation course in the critical area (for a total of 12 credit hours). Students are required to take 1 advanced course of their own choosing in the design, technical and critical areas (12 credit hours) and 1 research methods course (4 hours). With guidance from the graduate director, students will pursue 16 unrestricted elective hours to build upon their work in DMS by pursuing additional advanced DMS graduate courses. In addition, the master's degree in DMS requires an MA project (4 hours) or thesis (4-8 hours).

The graduate foundations curriculum must be completed with a GPA of 3.0 or higher. If it is appropriate and approved by the graduate committee, other graduate-level courses may be substituted for part of the graduate foundations curriculum.

#### **Required courses:**

DMST 4000 Digital Design Concepts

DMST 4100 Technical Foundations of Digital Media

DMST 4200 Critical Approaches to Digital Media

DMST 4850 Digital Media Studies Research Methods

DMST 4800 Thesis (4-8 hours) or DMST 4900 Project (1-4 hours)

## II. COURSE DESCRIPTIONS

The Digital Media Studies program is moving toward a 4000-level numbering system for all graduate-level courses. During the transition to this system, graduate students may continue to find some of the courses below listed only at the 3000-level. Syllabi for these courses must include additional requirements, expectations, objectives, and grading scales for graduate students in order for these classes to count toward your graduate degree.

### **DMST4000 Digital Design Concepts**

This course is a graduate-level/introductory design course on steroids! It bridges the gap between those who claim they're unable to render a straight line and those who proclaim art stardom. It is a rigorous investigation into transcending principles of design, issues of visual communication, popular culture and critical theory. The ever-present goal is the ability to communicate clear ideas through the use of images—establishing not just aesthetic presentations but ones that are also based on intent and concept. Creativity and critical approaches are the main principles guiding all that this course presents. By the end of the course, the goal is for all of the students to be aware of how images communicate, how people read visuals and how to construct visuals in a critical and aesthetic way. 4 credit hours.

### **DMST4100 Technical Foundations of Digital Media**

The course will provide the fundamental concepts of digital systems. Study of the number systems and components of computers (hardware and firmware) and how they function to solve problems. This course also provides an introduction to interactive concepts and programming. Using current tools, such as Processing, as a development platform, issues of production process, interface, interaction and information design will be discussed. Additionally the course will touch upon employing animation and motion within the interface. After gaining experience within the timeline development environment, students will learn basic programming concepts to extend their digital practices within this tool. Basic programming concepts will be explored as well as object oriented approaches to programming. 4 credit hours.

### **DMST4200 Critical Approaches to Digital Media**

This course examines major historical, cultural, sociopolitical, philosophical, and other critical trends in this field of Digital Media Studies. The rapid growth of participatory culture online through, for example, interactive news sites, community boards, bookmarking, tagging, virtual worlds, gaming, IM, social networking, and blogging has significant social implications and brings up issues of privacy, intellectual property, and the nature of community and public engagement. This class will explore these issues as they manifest in various cases including politics, intellectual property, youth culture, activism, journalism and art. 4 credit hours.

### **DMST4150 Activist Media**

Today's alternative cultures use internet and mobile technologies to access and circulate mainstream information, but also to rapidly exchange information that exists outside mainstream media channels. Activist movements today with access to digital tools and networks are no longer dependent on newspapers and broadcast networks to represent them, to disseminate their messages. We are, however, just beginning to see how the proliferation of alternative networks

of communication, and the content, practices, and identities they facilitate, interact with traditional political and business organizations, as well as with traditional media products and practices. This course focuses on media activism over the past half-century tied to various social movements with an emphasis on contemporary protest movements and their use of new and old media tools and strategies. 4 credit hours.

**DMST4160 Networked Journalism**

This course traces the shift that has taken place over the past 15 years from mass-mediated journalism to networked journalism, with emphasis on experiments in citizen and participatory news and on the changing relationship between journalists and their publics. It explores emergent communication technologies and practices and how they are changing the news media landscape. 4 credit hours.

**DMST4211 Tangible Interactivity**

Explores methods and devices for human-computer interaction beyond the mouse and keyboard. Students will learn to create and hack electronic input and output devices and explore multi-touch, augmented reality, and other forms of sensor-based technologies. 4 credit hours.

**DMST4212 Programming for Play**

This course offers an introduction to the creation of games and playful interactive objects. Students will be exploring the space of socially conscious and humane games as well as investigating the creation of compelling interfaces and interactive opportunities. 4 credit hours.

**DMST4213 Visual Programming**

The introduction to intuitive visual "programming" that allows you to quickly build your own tools for data/video/image/sound manipulation. These tools can be used in real-time editing or performance, complex effects processing, or even bridging between other pieces of software. 4 credit hours.

**DMST4230 Interaction and Collaboration**

Students will combine skills to create complex interactive works which encourage social collaboration of its users. 4 credit hours.

**DMST4250 Advanced Critical Approaches to Digital Media**

This advanced seminar provides DMS students an opportunity to explore speculative media authoring and theoretical tool development as a critical approach to digital practices and experience. The course combines the close study of texts and media in multiple formats with opportunities for writing and other forms of media authoring. The course opens up critical assessment of digital practice, structures, and experience to the creative exercises of speculation, extrapolation, intuition, and imagination. 4 credit hours.

**DMST4501 Web 2.0 Design and Content Management**

This course will cover the building and management of web pages using CSS and XHTML. The course will also cover creating sites using open source content management systems, preferably for applications related to the not-for-profit sector. Students will learn to integrate Web 2.0

content into sites as well as gain a knowledge of User Experience Design practices. 4 credit hours.

### **DMST4502 Advanced Web Building**

Different sections of this course address various aspects of advanced web design and building, including web application development, Flash MX, ActionScripting, Javascript, streaming content and content-on-demand, and more. 4 credit hours.

### **DMST4550 Digital Audio Production**

This course introduces the tools and techniques of digital audio production, including: sampling and synthesis; sound editing and effects processing; multitrack recording; audio sequencing and mastering; and distribution. 4 credit hours.

### **DMST4560 Advanced Digital Audio Production**

This class applies the tools and strategies of digital audio production to interactive projects and live performances. Students will have the opportunity to author digital audio for the Web. This course will combine solo projects with additional production opportunities taking place in a networked collaborative environment. While the emphasis of the class is on production, the class will explore and discuss recent trends in the field of digital audio from various technological, creative and cultural perspectives. 4 credit hours.

### **DMST4570 Digital Sound Cultures**

This course explores some of the cultures of artists, producers, distributors and listeners that have formed around digital audio technologies. The class combines reading of critical texts with the study of several audio genres, ranging from post-WWII electronic music to hip-hop, dub, techno, and jam bands. Interdisciplinary in approach, the main critical methods brought to this material are drawn from philosophy, media archaeology, media studies, science fiction studies, and a wide variety of music-related writings. For output, students will produce sets of audio and written media on the sound-related issues, artifacts, and practitioners of their choice, culminating in a podcast. 4 credit hours.

### **DMST4600 Introduction to 3D Modeling**

This course will serve as an introduction to 3D modeling, texturing, and lighting on the computer. Students will complete a series of projects in which the processes of preparing and producing a 3D piece will be explored. Various strategies and techniques for creating detailed models to be used in animation and games will be examined. Additional attention will be spent on virtual camera techniques as well as the use of compositing in creating final pieces. Current trends in the field will be addressed through the analysis and discussion of current and historical examples. 4 credit hours.

### **DMST4620 2.5D Poetics**

This course provides students an opportunity to create multidimensionally active poetic orchestrations of text, video and audio using the post-production processing and animation tool, After Effects. 4 credit hours.

### **DMST4630 3D Animation and Character Animation**

This course examines animation within virtual 3D environments. Starting with basic concepts, the course will develop timing and spacing principles in animation to support good mechanics. They will also serve as the basis for the more advanced principles in character animation as the class progresses. 4 credit hours.

### **DMST4650 3D Spaces: Narrative, Games and Visualization**

This course explores 3D digital space and the possibilities found in games, narratives and visualizations in these spaces. A real-time engine will be used by students to examine the opportunities of virtual 3D worlds. 4 credit hours.

### **DMST4690 Digital Cinema, Theory & Practice**

This course introduces such forms of digital cinema as video remixes and cinemashups; visual music; ambient video; sonic visualization; live cinema and VJing. The class covers multitrack video and audio mixing, with an emphasis on live, performative approaches, including VJ tools and a variety of systematic approaches to making computer-generated or manipulated video. The class incorporates reading and discussion of several critical texts and documentation of digital cinematic theory, process and practices, and the class will include screening and discussion of examples of digital cinema. 4 credit hours.

### **DMST4700 Graduate Topics Seminar**

Various special topics in critical studies offered throughout the year have recently included Sustainable Design; Game Design; Gibson Seminar; Sculpture Workshop; Heidegger Seminar. 4 credit hours.

### **DMST4800 Thesis (4-8 credit hours)**

### **DMST4850 Research Methods**

This course provides graduate students with strategies and techniques for conducting advanced research in the area of digital media studies. Emphasis includes web-based research, literature reviews, critical analysis and theoretical writing, logistics planning, and project management. By the end of the course, students should be able to: conduct advanced research in Digital Media Studies; situate his/her work in the context of contemporary research and theory; plan and propose a Master's level thesis or project.

### **DMST4900 Project (1-4 credit hours)**

### **EMAD Courses**

*DMS graduate students also take courses from the EMAD catalog.*

DMST3315 Designing Social Awareness

DMST3325 Site-Specific Design

DMST3355 Interactive Art & Design

DMST3375 Advanced Design

DMST4335 Identity & Branding

DMST4345 Typography

DMST4355 Net Art and Design

DMST4365 Digital Video Art

### III. GENERAL PROCEDURES AND POLICIES

#### 1. REGISTRATION PROCEDURES

The first quarter that students register for classes, registration materials will be emailed to them. Students may request a hard copy be sent as well. They may then register online < <http://www.du.edu/registrar/> > or in person at University Hall. In all subsequent quarters, registration materials will be available in the Digital Media Studies office during Advising Week.

*It is the student's responsibility to meet all University deadlines for timely registration and other procedures. The master calendar of these deadlines are listed at this URL: <http://www.du.edu/registrar/calendar/importantdates.html>*

#### 2. PROVISIONAL STATUS

Some students are admitted to our Master's programs on provisional status because we have not received their scores on the Graduate Record Exam (GRE) and/or have not received proof of the completion of the baccalaureate degree. Others have GRE scores or undergraduate GPAs that are below the minimum criteria required for admission to the Master's programs, and must earn a B (3.0) average or better with no grade less than a B- in the first 8 hours of coursework in order to be switched to regular status.

According to University policy, graduate credit earned under the provisional status is limited to 15 quarter hours at the master's level. Therefore, students must make the necessary efforts to achieve regular status (such as taking the GRE, etc.) as soon as possible so that neither their enrollment nor graduation plans will be impaired.

#### 3. INCOMPLETES

According to University Policy, an incomplete grade can be given only when, due to circumstances beyond the student's control, s/he is unable to complete the class. Incomplete grades for all graduate and professional students will appear on the transcript as an **"I"** for one year. During that time they will have no impact on the grade point average. After one year, or at the time of graduation, any incomplete(s) will change to **"F(I)"** on the transcript and will enter the grade point average as an **F**.

Academic Deans may approve one or more extensions of an incomplete for up to one or more academic years. However, the Digital Media Studies Program has the discretion to institute stricter rules. The Program's policy requires that an incomplete grade must be removed by the Wednesday of the fourth week of the next quarter that the student is in residence. It is the policy of the Digital Media Studies Program that this deadline for removal of incompletes may be extended only with the permission of the instructor of the course involved, and such permission must be communicated to the Digital Media Studies Graduate Director in writing.

Students with two or more unremoved incompletes (due to extended deadlines) must receive approval from the DMS Graduate Director to take an additional incomplete.

Requests for additional incompletes will be submitted in writing, with proper rationale, to the Graduate Director, and must be supported by the course instructor.

To remove an incomplete, students must get a Change of Incomplete form from the Registrar's website at <http://www.du.edu/registrar/forms/incomplete.doc>. They must submit the form to the instructor along with the work required to make up the incomplete. **For students who are near graduation, please refer to the Schedule of Deadlines for removing incompletes.** *Persons not meeting these deadlines will automatically be delayed one quarter in receiving their degree.*

#### 4. CONTINUOUS ENROLLMENT POLICY FOR GRADUATE STUDENTS

Graduate students are required to be registered for at least one quarter each school year. A student who fails to register in at least one of any four consecutive quarters (including summer) will be dropped from regular student status. The student will not be reinstated without reapplication and payment of one quarter-hour fee for each year not registered, provided that the student is within the time limitations established by the University for the degree. Students have five years to complete the program.

When a student in a graduate degree program is not registered for one or more quarters, it is necessary to complete a readmit form in the Graduate Studies Admissions Office in order to have registration materials generated.

Students who have completed all course work and are working on a thesis or project, but are not taking other course work, may receive loans, defer loans, and/or use university facilities or health insurance by completing a Graduate Enrollment Certification form (available from Graduate Studies, MRB 4). They will then be charged a \$150 fee, which is good for 4 quarters. Students who wish to defer a loan or maintain eligibility for one year (may receive a loan for two years after completing coursework) will be registered into a course called "Continuous Enrollment" (CE), effective for four quarters. The class will be without credit and will not appear on the transcript. Students who wish to have access to the library and computer lab while working on a Master's thesis or project should take the completed form to the I.D. Card Access Office in Driscoll Center where it will be processed. Graduate students desiring health insurance should similarly take the completed form to Health Services.

Satisfactory Progress: Continuous enrollments are not an automatic given. The student must demonstrate signs of "satisfactory progress" toward completion of the program's degree requirements beyond course work. For DMS, this involves having worked with an advisor from the DMS faculty on a project or thesis proposal, and having this proposal approved by the appropriate committee.

Since the DMS program does not approve work done on a project or thesis without an advisor's direction, any work completed outside of these guidelines will not necessarily count as signs of satisfactory progress toward completion of the degree requirements.

#### 5. UNSATISFACTORY GRADUATE STUDENT PERFORMANCE

According to University policy, a grade point average (GPA) of B (3.0) or better is required for the M.A. and M.S. degree. It is the policy of the Digital Media Studies

program that when a graduate student receives a third grade below a B, his/her progress will be reviewed by the DMS Graduate Committee. The Committee will normally terminate the student from the program if his/her GPA is maintained below a 3.0 for consecutive quarters. However, if evidence is presented suggesting that special circumstances account for the poor performance, the Graduate Committee shall have the option of allowing the student to continue in the program with the understanding that the GPA must be raised to a 3.0 at the time of the next grade reports or the student will be terminated from the program. Graduate student performance will be reviewed on a quarterly basis by the Graduate Director of Digital Media Studies. Students who receive a second grade below a B will be reminded of the program's policies in this area.

## 6. **ADVANCEMENT TO CANDIDACY**

Students are responsible for keeping track of their own credit hours and satisfaction of the degree requirements. Students seeking to graduate should meet with the Graduate Director **at the beginning of the quarter before they intend to graduate.** At that time, the DMS office will check the students' transcript credit hours and any other requirements and file the paperwork necessary to advance a student to candidacy for the Master's degree. Two to three weeks later, the DMS office will notify approval of the advancement to candidacy. The student will then need to pick up an Application for Graduation from the DMS office.

## 7. **APPLICATION FOR GRADUATION**

Students must file a formal application for graduation in the Office of Graduate Studies (University Hall, Room 216) **at least one quarter prior to the quarter of graduation;** i.e., if a student plans to graduate in the Spring quarter, the application must be filed before the end of Winter quarter. *Failure to do so will automatically delay graduation to a subsequent quarter.*

If students apply for graduation for a specific quarter but then do not graduate at that time, the application will be deferred for one quarter, and the student will be charged a \$20 processing fee. The student must then reapply for graduation for the subsequent quarter.

Application forms are available online and in the DMS office and must be signed by the DMS Graduate Director. The Graduate Director can choose NOT to sign a student's application for graduation if the student is not expected to meet all graduation requirements by the intended date of graduation. Generally, students should have a plan for completing all remaining course work requirements as well as be making satisfactory progress on their project or thesis.

## **NOTES ON GRADUATE STUDIES DEADLINES AND FORMS**

Important deadlines and forms may be found at the Office of Graduate Studies web site < <http://www.du.edu/grad/gradinfo/graduation.html> >.

## **IV. DEPARTMENTAL PROCEDURES FOR STUDENTS PURSUING A MASTER'S DEGREE IN DIGITAL MEDIA STUDIES**

Items below are presented in the approximate order in which they need attention. The student must assume full responsibility for meeting the basic requirements and deadlines as set forth by the Office of Graduate Studies, as well as the specific requirements as outlined by the Digital Media Studies program.

### **1. ADMISSIONS STATUS**

If admitted provisionally, check with the department about being moved to regular status as soon as conditions are met. Graduate credit under the provisional status is limited to 15 quarter hours.

### **2. ADVISING**

The Digital Media Studies Graduate Director acts as general advisor for all graduate students. Students should schedule an appointment with the Graduate Director every quarter before registering, during the announced Advising Week (week 8 of each quarter). Students also choose an advisor for their M.A. Project or Thesis based on the needs of the project as well as the availability and willingness of DMS faculty.

### **3. COMPUTER LAB**

To get an access code for the DMS computer lab in Sturm 211, students need to complete and sign a form for Lab Access, which they should deliver to the DMS Office Assistant in Sturm 216.

### **4. TRANSFER OF CREDIT**

When students first begin their Master's program, they must be sure to petition the DMS Graduate Director for any transfer credit they hope to have accepted for courses completed prior to their enrollment in this program. The DMS office will process any accepted hours. **All transfer of credit must be completed at least one quarter prior to quarter of graduation.** Courses taken for Pass/Fail or S/U may not be transferred; all transfer credit must carry a minimum grade of "B". Students should check the University of Denver Graduate Bulletin for specific university requirements on transfer of credit.

### **5. GENERAL SUBSTITUTION COURSES**

Occasionally, students may have already taken courses that are comparable to our required courses. Such students may petition the DMS Graduate Director to waive a required course in such a situation. Substitutions for course requirements must be approved by the Graduate Director. To request a substitution, these students should write a letter to the Graduate Director stating the request, with details of the coursework they wish to have considered.

## 6. INDEPENDENT STUDY AND INTER-TERM COURSES

Within the 48 course hours that students must complete in the Digital Media Studies Master's program, they will have the opportunity to take some elective courses. Students have several options beyond the traditional quarter course offerings, including both an independent study and an inter-term course.

Independent Study: Students may register for DMST 4991: Independent Study with the approval of a DMS faculty member, who will direct the independent study, and the Graduate Director. The student will need to write a one-to-two page proposal outlining what the independent study will encompass, giving a copy to both the faculty member directing the independent study and the Graduate Director. Academic grades are assigned for such work. The assignments must be completed within the quarter in which they are undertaken. **Only four** Independent Study credits will count toward the 48 hours needed to complete the Digital Media Studies program.

Inter-term Courses: Students may register for **one** inter-term course to count for credit towards the 48 hours needed to complete the Master's program in Digital Media Studies. Inter-term courses are offered between the Fall, Winter and Spring Quarters and during the summer. These courses vary so students should check the new listings each quarter to see what will be available. Inter-term classes are usually cross-listed as both undergraduate and graduate courses. Graduate students who register for inter-term classes are expected to fulfill special or extra requirements to receive credit toward Master's degree in Digital Media Studies.

## 7. GRADUATE STUDENT INTERNSHIPS

Internships are available for credit and are highly recommended. Students may take DMST 4980: Internship as part of their course electives. Digital Media Studies graduate students are limited to no more than **four** internship credits in their 48 program hours. Internships are available with a variety of local, regional, national or international corporations, agencies and organizations.

Students who wish to take internship credits must have completed **at least 24 hours** of course work. Students should schedule the internship in consultation with the Graduate Director. The Graduate Director will notify students of internship opportunities as they come up. All internships are administered and supervised by the Director of Internships for the Digital Media Studies program. Currently this is Cathy Grieve, Department of Mass Communications and Journalism Studies, who will also have a list of available internships. It is also possible for students to develop their own internships, but this must be done in consultation with the Internship Director and meet the approval of both the Internship and Graduate Directors.

Most 4 credit hour internships require 12 to 16 hours of work per week. Whether students are paid for the internship depends on the employer. Grades are issued by the Internship Director, in consultation with the internship provider, based on a written report, a portfolio and an oral presentation at the end of the internship. Grades will be based on the evaluation of these items and on the written evaluation of the internship employer.

Graduate students may register for a second internship, but only **four** will count toward the 48 hours required for the M.A. degree.

## 8. **M. A. REQUIREMENTS: PROJECT OR THESIS**

Students pursuing an M.A. in Digital Media Studies are required to do a Master's Project (1-4 hours) or Thesis (1-8 credit hours). Both involve research, a digital component, and elements of written critical scholarship. In general, the greater scope of the thesis distinguishes it from the project, and it entails a longer time commitment. The project or thesis also involves different forms of committee, and they vary in terms of the role of presentation, defense, and assessment of the work.

Advising: Whether working on a project or thesis, students are responsible for finding a primary advisor from available, full-time DMS faculty. The thesis requires a committee of three faculty with designated expertise in the area(s) of study. An independent chairperson (a faculty member from outside of the DMS program) will also need to be recruited to conduct the thesis defense/oral examination. Students should have selected the primary advisor for their project or thesis **two quarters** before they intend to complete the degree and graduate. Students will also want to consult the Graduate Director in the course of this process.

Proposals: The first task with the advisor will be to develop a proposal for the project or thesis. The project proposal must be approved by the DMS Graduate Committee, while the thesis proposal must be approved in a meeting with the Thesis committee that the student has assembled (excluding, at this time, the outside chairperson). When the proposal is completed including any revisions suggested by committee members, the student should submit the approved proposal to the Graduate Director, listing the project advisor or thesis committee members.

Students should have their proposals approved the quarter before they register for their project or thesis hours. In most cases, this means that students must have an advisor, and have their project or thesis proposal approved during Winter quarter, if they hope to complete the program and graduate the Spring quarter. Proposals should be submitted no later than advising week (week 8) of a given quarter. Students processing their proposal after this time will not be guaranteed Spring graduation. This also means that should students want to sign up for project or thesis hours in the Winter quarter, they need to have the proposal approved in Fall quarter.

Registration for Credit Hours: Students will need to pick up an "Add/Drop" form from the DMS Office. For Thesis work, register for DMST 4800. For the Project option, register for DMST 4900. Fill out the form with the appropriate number of hours that you have agreed upon with your advisor, indicate the quarter for which you are registering, and then have your advisor sign the form. You will need to deliver this form to the Registrar's office to complete the registration process.

Presentation of the Work: Students must schedule a presentation of their project or a defense of their thesis **three weeks** before the end of the quarter in which they intend to complete all degree requirements and graduate. Students taking the thesis option will follow their presentation by a closed defense/oral examination of the work with their

committee. The oral examination must be held at least three weeks before the end of the term in which the degree is to be granted. All members of the Thesis committee, including the Outside Chair, must receive a copy of the candidate's dissertation/thesis at least two weeks prior to the scheduled examination.

Students are responsible for working with their primary advisor and the DMS office to schedule these dates and reserve access to the classroom for the presentation or defense. Students taking the thesis option are responsible for submitting all required forms to the Office of Graduate Studies, and they should consult with that office to confirm all deadlines.

Assessment of the Work: The project is assigned a letter grade by the faculty advisor. The thesis must be passed, with or without revisions, or failed by the thesis committee.

Archiving the Work: The project is archived solely by the DMS program. The format for the written component of the thesis must conform to guidelines set forth by the Office of Graduate Studies. The thesis is submitted for approval to and archived by the Office of Graduate Studies.

## V. SCHEDULE OF DEADLINES 2009-2010

### GRADUATE STUDIES-SCHEDULE OF DEADLINES 2009-2010

THERE WILL BE NO EXCEPTIONS MADE TO THIS SCHEDULE OF DEADLINES.

**The Application for Graduation, thesis and dissertation instructions, as well as some downloadable forms needed to complete the graduation process can be found on the Graduate Studies website: [www.du.edu/grad](http://www.du.edu/grad) under “Current Students”.**

For questions regarding dates and deadlines, please contact Graduate Studies at (303) 871-2305 or [gststu@du.edu](mailto:gststu@du.edu).

#### FALL QUARTER 2009

<b>Final date to apply for November 2009 graduation</b>	<b>July 15</b>
<b>Final date-Oral Exam Schedule due in Grad Studies Office (Univ. Hall, 216)</b>	<b>October 12**</b>
Thesis/dissertation due in hands of oral examination committee	<b>October 19</b>
Incomplete grades removed	<b>November 2</b>
Final date for Oral Examination	<b>November 2</b>
Final Date- Approved thesis/dissertation submitted electronically and accepted by Graduate Studies Office	<b>November 9</b>
<b>(Quarter closes - November 23)</b>	

#### WINTER QUARTER 2010

<b>Final date to apply for March 2010 graduation</b>	<b>September 15</b>
<b>Final date-Oral Exam Schedule due in Grad Studies Office (Univ. Hall, 216)</b>	<b>February 1**</b>
Thesis/dissertation due in hands of oral examination committee	<b>February 8</b>
Incomplete grades removed	<b>February 22</b>
Final date for Oral Examination	<b>February 22</b>
Final Date- Approved thesis/dissertation submitted electronically and accepted by Graduate Studies Office	<b>March 1</b>
<b>(Quarter closes - March 14)</b>	

#### SPRING QUARTER 2010

<b>Final date to apply for June 2010 graduation</b>	<b>January 15</b>
<b>Final date-Oral Exam Schedule due in Grad Studies Office (Univ. Hall, 216)</b>	<b>April 22**</b>
Thesis/dissertation due in hands of oral examination committee	<b>April 29</b>
Incomplete grades removed	<b>May 13</b>
Final date for Oral Examination	<b>May 13</b>
Final Date- Approved thesis/dissertation submitted electronically and accepted by Graduate Studies Office	<b>May 20</b>
<b>(Quarter closes - June 3)</b>	
Commencement - June 4	

**SUMMER QUARTER 2010**

<b>Final date to apply for August 2010 graduation</b>	<b>April 15</b>
<b>Final date-Oral Exam Schedule due in Grad Studies Office (Univ. Hall, 216)</b>	<b>July 1**</b>
Thesis/dissertation due in hands of oral examination committee	<b>July 8</b>
Incomplete grades removed	<b>July 22</b>
Final date for Oral Examination	<b>July 22</b>
Final Date- Approved thesis/dissertation submitted electronically and accepted by Graduate Studies Office	<b>July 29</b>
<b>(Quarter closes - August 12)</b>	
Commencement - August 13	
<b>Final date to apply for November 2010 graduation</b>	<b>July 15</b>

**\*\*NOTE:** The completed Schedule of Oral Examination must be scheduled by the candidate and advisor, and received in the **Office of Graduate Studies** at least **THREE WEEKS PRIOR** to date of oral examination.

**NOTE: IF ALL DEGREE REQUIREMENTS ARE NOT MET DURING THE QUARTER OF INITIAL APPLICATION FOR GRADUATION, THE STUDENT WILL BE CHARGED A \$20 PROCESSING FEE, AND THE STUDENT MUST SUBMIT A NEW APPLICATION FOR GRADUATION.**

# VI. ACADEMIC CALENDAR 2009-2010



Approved by Deans' Council 4/19/07

## Academic Year Calendar 2009-2010

<b>September</b>						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
<b>October</b>						
S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
<b>November</b>						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
<b>December</b>						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
<b>January</b>						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
<b>February</b>						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29						
<b>March</b>						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
<b>April</b>						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
<b>May</b>						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
<b>June</b>						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
<b>July</b>						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
<b>August</b>						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 7 - 11	Monday – Friday	<b>AUTUMN QUARTER 2009</b> (49 class days + 4 Day Examination Period) New Student Orientation and Registration Classes begin; late registration fee begins Last day to register without approval Last day for Automatic W (6 <sup>th</sup> week) Last day of classes Final examination period
September 14	Monday	
September 18	Friday	
October 23	Friday	
November 19	Thursday	
November 20-23	Friday – Monday	
November 24 - December 24	Tuesday – Thursday	<b>WINTER INTERTERM 2009</b>
January 4	Monday	<b>WINTER QUARTER 2010</b> (47 class days + 4 day examination period) New Student Orientation and Registration Classes begin; late registration fee begins Last day to register without approval Martin Luther King Holiday Last day for automatic W (6 <sup>th</sup> week) Last day of classes Final examination period
January 4	Monday	
January 8	Friday	
January 18	Monday	
February 12	Friday	
March 10	Wednesday	
March 11-14	Thursday – Sunday	
March 15 - 21	Monday – Sunday	<b>SPRING INTERTERM (Break) 2010</b>
March 19	Friday	<b>SPRING QUARTER 2010</b> (50 class days + 4 day examination period) New Student Orientation and Registration Classes begin; late registration fee begins Last day to register without approval Last day for automatic W (6 <sup>th</sup> week) Last Day of Classes Final examination period Memorial Day
March 22	Monday	
March 26	Friday	
April 30	Friday	
May 28	Friday	
May 29	Saturday	
May 31	Monday	
June 1 - 3	Tuesday – Thursday	
June 4	Friday	
June 5	Saturday	
June 6 - 13	Sunday – Sunday	<b>SUMMER INTERTERM 2010</b>
June 11	Friday	<b>SUMMER SESSION 2010</b> (43 class days) New Student Orientation and Registration Classes begin Last day to register without approval (9 week courses) Independence Day (observed) Last day for automatic W (9 week courses) Last day of classes Commencement
June 14	Monday	
June 18	Friday	
July 5	Monday	
July 23	Friday	
August 12	Thursday	
August 13	Friday	
August 13 - September 3	Friday – Friday	<b>AUTUMN INTERTERM 2010</b>

<b>University Holidays:</b>			
9/7/2009	Labor Day	1/1/2010	New Year's Holiday
11/26-27/2009	Thanksgiving	1/18/2010	Marlin Luther King Jr. Day
12/25-31/2009	Winter holiday	5/31/2010	Memorial Day
		7/5/2010	Independence Day observed

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## VII. FACULTY

### **Christopher Coleman**

assistant professor, DMS, and graduate program director

MFA, SUNY, Buffalo

Research interests: control systems, chaos and order, digital interaction, physical interaction, borders, animation, appropriation, technological decay, art as activism, audio/video manipulation, systems in nature, object creation

### **Bill Depper**

lecturer, DMS

MFA, University of Iowa

Research interests: animation development, rendering infrastructures, spatial narrativity, technical pedagogy

### **Rafael Fajardo**

associate professor, DMS + EMAD

MFA, Rhode Island School of Design

Research interests: humane games, cultural identity, cultural representation, visual semiotics, emerging design theory, 21st century design praxis

### **Melanie Fredericks**

assistant professor, EMAD

MFA, University of Denver

Research interests: new media-based public art, open source development and politics, rapid prototyping

### **W. Scott Howard**

associate professor, English

PhD, University of Washington

Research interests: media and cultural memory, digital archives, modernity (early- thru post-), authorship

### **James LaVita**

professor, Arts, Humanities, and Social Sciences

PhD, New York University

PhD, University of Texas, Austin

Research interests: dance ethnology and dance history; folklore; performance, aesthetics and expressive culture; technology, computing and culture

### **Scott Leutenegger**

professor, Computer Science

PhD, University of Wisconsin, Madison

Research interests: humane games, game theory, game-based educational initiatives, spatio-temporal databases

### **Laleh Mehran**

associate professor, EMAD

MFA, Carnegie Mellon University

Research interests: media politics, cyberfeminist praxis and theory, emerging forms of time-based media, video theory

### **Trace Reddell**

associate professor, DMS, and program director

PhD, University of Colorado, Boulder

Research interests: digital cinema, dome and planetarium projection, performance media, sound art, cybernetic biofeedback, situationist practice, drug and media ecologies, cosmology and speculative astrobology, ambient imagination design, dreamware, technoshamanism

### **Adrienne Russell**

assistant professor, DMS + Mass Communications and Journalism Studies

PhD, Indiana University

Research interests: emerging media tools and practices, contemporary communication cultures

### **Timothy Weaver**

associate professor, DMS + EMAD

MFA, University of Colorado, Boulder

Research interests: biomedicine, biomimetics, bioacoustics, biological narrativity, emerging interactions, live cinema, immersive environments, sustainable design, evolutionary design, ecosemiotics, ecological memory, media ecologies

## VIII.

### IMPORTANT PHONE NUMBERS

<b>BOOKSTORE</b> - Driscoll Center South	303-871-3251
<b>CAREER CENTER</b> –Driscoll Center South Rm. 046 Career Counseling/Testing, Career Resource Library, On-Campus Recruiting/Resume Referral	303-871-2150
<b>DIGITAL MEDIA STUDIES OFFICE</b> – Sturm Hall 216 Christopher Coleman, Graduate Director William Depper Rafael Fajardo Trace Reddell, Director Adrienne Russell Timothy Weaver (On sabbatical 2009-10) Elizabeth Harris, Program Assistant	303-871-7716 303-871-7779 303-871-4661 303-871-3265 303-871-3874 303-871-7786 303-871-3279 303-871-7716
<b>ENGLISH LANGUAGE CENTER</b> 1958 South Josephine Street, Room 001	303-871-3075
<b>OFFICE OF STUDENT FINANCIAL AID</b> University Hall, Room 255	303-871-4020
<b>BURSAR'S OFFICE</b> University Hall, Room 223 (business transactions such as tuition, holds, fines, etc.)	303-871-4944
<b>CASHIERS</b> - University Hall, Room B125	303-871-4111
<b>INTERNATIONAL STUDENT ADMISSIONS</b> International Student Advisor (International House) 2200 South Josephine	303-871-2790 303-871-4912
<b>GRADUATE ADMISSION AND GRADUATE STUDIES</b> Graduate Admissions (University Hall, Room 216) Graduate Records & Graduation (University Hall, Room 216) Karen Fennell – Executive Assistant to Vice Provost (Mary Reed Building, Room 3-5A)	303-871-3119 303-871-2302 303-871-2706
<b>MASS COMMUNICATIONS</b>	303-871-2166
<b>REGISTRAR</b>	303-871-2284
<b>RECREATION</b> (Campus) Athletics, ice arena, pool, equip. room, etc.	303-871-2275
<b>STUDENT HEALTH SERVICES</b>	303-871-2205