

Intelligence and Security Studies Program Student Portfolios and Oral Evaluation

To Be Submitted At Least Four (4) Weeks Prior to Graduation

Purpose:

Students in the MA in Intelligence and Security Studies (ISS) degree program will be required to compile an electronic portfolio of materials, along with a reflective assignment (3-5 pages) based on the portfolio which summarizes the student's perception of knowledge, skills, and attitudes related to intelligence and homeland security. In addition, a student will complete an Oral debriefing of the program with the Department Head or designated representative. In particular, students will document the learning objectives of the program.

Requirements:

A) Portfolio

Students will complete an electronic portfolio consisting of written work performed in their classes (to include in-class assignments, group assignments, exams, papers, National Intelligence Estimates, Discussion Board posts, and other projects utilizing established critical thinking and communication skills), which demonstrate accomplishment of the following learning objectives:

1. An understanding of global and national threats to U.S. security
2. Knowledge of organizational structures and operations of homeland security and intelligence agencies
3. An understanding of national and international intelligence and homeland security strategies
4. Be able to apply intelligence management principles, tools, and applications
5. Understand leadership principles as they apply to homeland security and intelligence agencies
6. Understand the role of ethics and integrity for intelligence and homeland security professionals
7. Engage in national security policy analysis
8. Identify global and national threats to security
9. Develop response strategies to threats to national security
10. Develop enhanced critical thinking skills
11. Develop enhanced written and oral communication skills
12. Demonstrate ability to collaborate and work effectively in teams

The portfolio will follow the format found in Appendix 1.

B) Reflective Essay

Students will prepare a reflective essay (3-5 pages), based on the portfolio, which summarizes their perception of the knowledge, skills, and attitudes related to intelligence and homeland security they have gained in the ISS program. The first part of the essay (1-2 pages) will describe how the program in general has enhanced their knowledge of intelligence and the role intelligence plays in the world today. The second part of the essay (2-3 pages) will describe **how** the student attained mastery of **each** learning objective, to include which submitted work met which specific learning objective. Note: A single piece of work may meet more than one objective. If necessary, students should use APA format for citation purposes.

Format: Students will submit their portfolio electronically and indicate which of the learning objectives the particular product addresses, following the format specified in Appendix 1. A student may use a single work product to meet more than one of the objectives. For example, a group assignment that addresses possible policy options to counter violent extremism could be submitted to meet learning objectives 1, 3, 9, and 12.

Submission: Students will submit their electronic essay and portfolio in Word format to the Director of the Intelligence and Security Studies Program no later than four (4) weeks prior to graduation. In some cases, prior student work may not be in Word. In that case, those documents may be submitted as separate appendices in Adobe Acrobat (PDF) format. The Director and/or his appointed designee(s) will evaluate whether the portfolio satisfies the requirements laid out above. In the case of missing work products, at the discretion of the Director, a student may submit a statement from the faculty member who taught the course certifying that the student's work product in the class met the requirements of particular objectives.

C. Oral Meeting with Department Head (or designated representative)

A student expecting to graduate will schedule an oral meeting at least **four weeks prior to graduation** with the Department Head or representative as designated by the Department Head. This meeting can be face-to-face, telephonic, via Skype, or in some other fashion as agreed upon by the student and Department Head. The content of this meeting will be outlined at the time of scheduling but in general, it will gauge the degree to which the student met the Program Learning Objectives.

Appendix 1
Intelligence and Security Studies Program
Student Portfolio Format

Student Portfolios will follow the format outlined below. The Title Page, Table of Contents, and Reflective Essay will be in Times New Roman, 12 font. Appendices may be in whatever font style the original document was submitted. It is preferred that the entire portfolio be submitted as a single Word document. However, in the cases of prior student work that was not prepared using Word, those documents may be submitted as separate appendices in Adobe Acrobat (PDF) format.

The order of the portfolio is as follows:

- Title Page
- Table of Contents
- Reflective Essay
- Appendices

Pages 4 - 7 provide samples of the above.

Sample Title Page

STUDENT PORTFOLIO

In Partial Fulfillment
Of the Requirements for the Degree of
Master of Arts, Intelligence and Security Studies

The Citadel, the Military College of South Carolina

By

Carl J. Jensen

May, 2020

Sample Table of Contents

TABLE OF CONTENTS

	Pages
Reflective Essay.....	1 - 5
Appendix A (Learning Objectives 1, 3, and 7).....	6 - 27
Appendix B (Learning Objectives 4, 6, and 11).....	28 - 35

Sample Reflective Essay

REFLECTIVE ESSAY

Before I started the Master of Arts (MA) program in Intelligence and Security Studies.....

Sample Appendix Entry

APPENDIX A

Meets Learning Objectives 1, 3 and 7