

## **HEID 5305-115, CRN 60003, RESEARCH METHODS IN HIGHER EDUCATION**

Summer 2019: June 3, 2019 – July 5, 2019

Texas A&M University-Central Texas

### **INSTRUCTOR AND CONTACT INFORMATION**

**Instructor:** Lisa M. Bunkowski, PhD & EdD

**Office:** Warrior Hall, 322-K

**Phone:** 254-501-5866

**Email:** [lisa.bunkowski@tamuct.edu](mailto:lisa.bunkowski@tamuct.edu), or via Canvas inbox

#### **Office Hours:**

Office hours are held on campus, over the phone, or through web conferencing software. Dr. Bunkowski is very accessible, but due to her position as the Director of the A&M-Central Texas Faculty Center for Teaching & Learning (FCTL), her schedule changes all the time. Therefore, office hours have to be scheduled around FCTL activities and other meetings. Please contact her by phone or email to schedule an appointment.

#### **Mode of instruction and course access:**

This is an accelerated, online class. Course activities will occur within Canvas, our Learning Management System (LMS), which are accessed via <https://tamuct.instructure.com/>

#### **Student-instructor interaction:**

Dr. Bunkowski will check her university email and her Canvas message inbox every day, throughout the day and early evening. Because her workday begins at 5am, she will seldom respond in the evenings after 8pm. Students will find it easier to reach her in the early morning rather than late at night. If using email, be sure to indicate the course number (HIED 5305) in the subject line.

#### **Warrior Shield:**

Emergency Warning System for Texas A&M University-Central Texas

Warrior Shield is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in Warrior Shield through their myCT email account.

Connect to Warrior Shield by [911Cellular](https://portal.publicsafetycloud.net/Account/Login) [<https://portal.publicsafetycloud.net/Account/Login>] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.

### **COURSE INFORMATION**

#### **Course Overview and description:**

This course provides a general overview of research in the field through an introduction to research methodologies and basic statistics.

**Course Student Learning Outcomes (CLOs):**

1. Identify and reference historical documents that state the philosophical foundations of the profession
2. Articulate the differences between quantitative and qualitative approaches
3. Demonstrate an understanding of basic descriptive and inferential statistics
4. Develop a mock research project.

**Required Reading and Textbook(s):**

Creswell, J. W., & Guetterman, T. C. (2019). *Educational Research: Planning, Conducting, and Evaluating Quantitative and Qualitative Research, 6th ed.* Pearson. ISBN: 9780134458960

Suggested: throughout the program, you will use,

*Publication Manual of the American Psychological Association, 6th ed.* (2010). Washington, DC: American Psychological Association. ISBN: 9781433805615

**COURSE REQUIREMENTS (more details and grading rubrics in Canvas)**

1. Discussions. Students will participate in the 4 graded weekly discussions through online forums in Canvas. Discussion is assessed on participation contributions and engagement with the instructor, fellow students, and the course materials, as well as writing mechanics which includes proper APA formatting of any citations.
2. Quizzes. Students will complete quizzes based on the reading during Weeks 1-4. These are low-stakes, learning for mastery of the content.
3. Annotated bibliography. Students will submit an annotated bibliography of at least five (5) scholarly sources. Annotations will include concise summarizations that provide an overview the purpose and general methods of inquiry, as well as APA formatting.
4. Critical article review. Students will submit a critical article review of approximately five pages. The assignment must utilize APA formatting
5. Mock Research Project Proposal. Narrative. Students will submit narrative that includes all required components of the research project for the method they select. The assignment must follow appropriate Creswell framework and APA formatting. Keep in mind that your work on the annotated bibliography and the critical article review will help you with different parts of the narrative.
6. Leadership interview. Students will conduct one 45 to 90-minute recorded interview with an approved individual currently employed at an institution of higher education and submit a reflective essay of at least five pages. Interview questions should emphasize the individual's leadership philosophy and specific questions aligned with course content. The essay must demonstrate APA formatting. Students must submit digital recordings of the interviews for verification purposes.
7. Final exam. Students will complete a cumulative content exam that addresses major questions connected to educational research methods. It consists three (3) brief essay

questions. The essays will be graded on Content/Format, which means responses need to be well-constructed, substantive responses that clearly and fully answer the assigned questions. They are also graded for Support, which means the essays need to make good use of specific examples from or references to the assigned reading materials to support the response. Students will have 90-minutes to complete all three essay questions, so effective time management is part of the exam. **\*\*You must complete the final exam to pass the course.**

**Grading Criteria Rubric and Conversion**

Discussions (4 @ 5pts each)	20 points
Quizzes (4 @ 10pts each)	40 points
Annotated Bibliography	10 points
Critical Review	15 points
Proposal for Project (Narrative)	20 points
Leadership Interview & recording	20 points
<u>Final Exam (3 questions @ 5 pts each)**</u>	<u>15 points</u>
	<b>140 points</b>

Final Grades will be computer according to the following scale:

- A = 90-100% (126-140 points)
- B = 80-89.9% (112-125 points)
- C = 70-79.9% (98-111 points)
- D = 60-69.9% (84-97 points)
- F = 59-0% (0-83 points)

**\*\*Remember, you must complete the final exam to pass the course.**

**Posting of Grades**

- Students will submit their work through the assignment submission pages in Canvas. The instructor will review and return student work through the Canvas grade book. Students can monitor their status in the course through the Canvas grade book, as well.
- Assignments are due by midnight (Killeen, Texas time).
- Brief assignments such as discussion participation and quiz feedback will be returned no later than the following Wednesday morning. Longer assignments, such as the Leadership Interview Reflection will be returned no later than the following Sunday. Students will be notified of any delays due to unforeseen circumstances.

**COURSE OUTLINE AND CALENDAR**

Complete Course Calendar for HIED 5301 (August 27-October 19)

**Week 1 (June 3-June 9): Welcome, Introduction to Educational Research**

Read: Creswell & Guetterman, chapter 1 & 2  
 Assignments due: discussion, quiz 1

**Week 2 (June 10 – June 16): Introduction to Educational Research, cont’d.**

Read: Creswell & Guetterman, chapters 3, & 4  
 Assignments due: discussion, quiz 2, Annotated Bibliography

**Week 3 (June 17 – June 23): Steps in the Process of Research**

Read: Creswell & Guetterman, chapters 5 & 6

Assignments due: discussion, quiz 3, Leadership Interview & recording

**Week 4 (June 24 – June 30): [More] Steps in the Process of Research**

Read: Creswell & Guetterman, chapters 7 & 8

Assignments due: discussion, quiz 4, Critical Review

**Week 5 (July 1- July 5): Research Proposal**

Read: Creswell & Guetterman, chapter 9;

Assignments due: Research Proposal Project (Narrative), and Final Exam

**Important University Dates: SUMMER 2016**

June 3	Add, Drop, and Late Registration Begins for 10-, 8- & First 5-Week Classes. \$25 fee assessed for late registrants.
June 3	Classes Begin for First 5-, 10-, and 8-Week Session
June 6	Deadline to Drop First 5-Week Classes with No Record
June 10	Deadline to Drop 8-Week Classes with No Record
June 18	Deadline to Drop 10-Week Classes with No Record
June 21	Deadline to Drop First 5-Week Classes with a Quit (Q) or Withdraw (W)
June 21	Student End of Course Survey Opens (First 5-Week Classes)
July 1	Deadline for Teacher Education and Professional Certification Applications (i.e. Principal, Reading Specialist, etc.)
July 4	Independence Day ( <i>University Closed</i> )
July 5	Classes End for First 5-Week Session
July 5	Deadline for Graduation Application for Summer Ceremony Participation
July 5	Deadline to Withdraw from the University for First 5-Week Classes

**TECHNOLOGY REQUIREMENTS AND SUPPORT**

**Technology Requirements**

This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com/>] or access Canvas through the TAMUCT Online link in myCT [<https://tamuct.onecampus.com/>]. You will log in through our Microsoft portal.

Username: Your MyCT email address. Password: Your MyCT password

**Canvas Support**

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select “Chat with Canvas Support,” submit a support request through “Report a Problem,” or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

**Other Technology Support**

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: [helpdesk@tamu.edu](mailto:helpdesk@tamu.edu)

Phone: (254) 519-5466

[Web Chat: \[http://hdc.tamu.edu\]](http://hdc.tamu.edu)

*Please let the support technician know you are an A&M-Central Texas student.*

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## **UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES**

### **Drop Policy.**

If you discover that you need to drop this class, you must complete a [Drop Request Form](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf) [https://www.tamuct.edu/registrar/docs/Drop\_Request\_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

### **Academic Integrity.**

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more [information regarding the Student Conduct process](https://tamuct.campuslabs.com/engage/organization/tamuct-student-conduct-panel), [https://tamuct.campuslabs.com/engage/organization/tamuct-student-conduct-panel].

If you know of potential honor violations by other students, you may [submit a report](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0), [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\_id=0].

### **Academic Accommodations.**

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and

confidential and will be treated as such.

For more information please visit our [Access & Inclusion](#) Canvas page (log-in required) [<https://tamuct.instructure.com/courses/717>]

### **Important information for Pregnant and/or Parenting Students.**

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit the [Student Affairs](#) web page [<https://www.tamuct.edu/student-affairs/index.html>]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines](#) online, please visit the website [<http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf>].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

### **Tutoring.**

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Rm 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or have any other question, contact Academic Support Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at [deeadra.albertgreen@tamuct.edu](mailto:deeadra.albertgreen@tamuct.edu).

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive FREE online tutoring support. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

### **University Writing Center.**

Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University-Central Texas (TAMUCT) is a free workspace open to all TAMUCT students from 10:00 a.m.-4:00 p.m. Monday thru Thursday with online only hours Monday thru Thursday from 6:00-9:00 p.m.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance

and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WCOOnline](#). In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu) if you have any questions about the UWC and/or need any assistance with scheduling.

### **University Library.**

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](#) [<http://tamuct.libguides.com/index>].

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### **OPTIONAL POLICY STATEMENTS:**

#### **A Note about Sexual Violence at A&M-Central Texas**

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and

victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/departments/compliance/titleix.php) [https://www.tamuct.edu/departments/compliance/titleix.php].

### **Behavioral Intervention**

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, who are exhibiting behaviors that pose a threat to safety, or individuals causing a significant disruption to our community, please make a referral to the Behavioral Intervention Team. You can complete the [referral](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2) online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\_id=2].

Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](https://www.tamuct.edu/student-affairs/bat.html) website for more information [https://www.tamuct.edu/student-affairs/bat.html]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.

### **INSTRUCTOR POLICIES.**

#### **Copyright Notice.**

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

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