College of Education
Department of Educational Leadership

EDLD 7363 Proposal Development
CRN 20110

Spring 2018

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Classroom: TWC 346

Office Hours: By appointment

Course Description:
EDL 7363 Proposal Development. Fundamental concepts and tools of research applied to educational problems. Each student will prepare a proposal for the dissertation. Prerequisites: Admission to the Ed.D. Program in Educational Leadership and EDL 7361. Credit 3. *Course is a required course for the doctorate in Educational Leadership.*

IDEA Objectives:
In this course, our focus will be on these major objectives (as assessed by the IDEA course evaluation system): (a) Essential: Developing skill in written and oral expression; and (b) Important: Learning how to find and use resources for answering questions or solving problems.

Required Materials:
 American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

 Slate, J. R., Moore, G. W., & Barnes, W. (2015). *So you have to write a dissertation*? Ypsilanti, MI: NCPEA Publications. Available at http://www.lulu.com/shop/john-r-slate-and-wally-barnes-and-george-w-moore/so-you-have-to-write-a-dissertation-do-you/paperback/product-22406732.html?ppn=1

 Slate, J. R., Rojas-LeBouef, A., & Moore, G. W. (2012). Writing tips for dissertations, theses, and manuscripts: Making APA 6th user-friendly. Ypsilanti, MI: NCPEA Press. Available online at http://www.lulu.com/content/paperback-book/writing-tips-for-dissertationstheses-and-manuscripts-making-apa-6th-edition-user-friendly/13014489

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Course Format:
- Mini lectures and Class discussions
- Independent writing with extensive feedback
- BlackBoard Collaborate sessions

Course Content:

The curricula for this course (a) include knowledge of the literature of the discipline and (b) ongoing student engagement in research related to professional practice. Upon successful completion of this course, students will:

1. Write research questions for a selected topic of study.
2. Identify and write a problem statement to frame the research study.
3. Prepare a review of literature using focused topic sentences, coherent paragraphs, and numerous primary sources
4. Describe unintentional and intentional plagiarism 5. Explain and select appropriate sampling techniques.
6. Describe measurement and data collection procedures, including types of instrumentation and methods for determining score reliability and validity.
7. Write a formal research proposal at the "emerging scholar" level
8. Apply style guide rules with at least 80% accuracy (6th edition, APA Publication Manual
9. Identify the strengths and weaknesses in his/her writing by becoming a critical reader of writing
10. Revise and reshape writing to improve ideas, organization, language use, vocabulary, and mechanics

Course Expectations & SHSU Policies

1. Expectations of Doctoral Students/Emerging Scholars

The purpose of a doctoral program is to produce a graduate who has developed breadth of vision, a capacity for interpretation, and the ability to carry out critical investigations. From the association with scholars, the doctoral student is expected to gain many new concepts, a zeal for adding to the sum of human knowledge, and the development of the ability to conduct original research and to think clearly and independently. Extensive reading, writing, and research are integral parts of graduate study. Doctoral students are expected to submit work that demonstrates mastery of content and independent thinking. Students are expected to read beyond the work assigned, finding relevant resources to supplant learning. As with all graduate students studying Educational Leadership, doctoral students are expected to demonstrate regular attendance, active participation in class, timely completion of assignments, and respectful interactions with others. Students are expected to be prepared for class and interact in discussions in a way that clarifies learning and adds new understanding. Debate is encouraged within the bounds of respectful dialogue. Student dispositions will be factored in the final grade for the course.

2. Academic Honesty

Academic work submitted by you (such as papers, assignments, reports, tests) shall be your work alone and referenced in part or in whole to its correct source. Submission of commercially prepared (or group prepared) materials as your own work is unacceptable. Moreover, you shall encourage honesty in others by refraining from providing materials or information with knowledge that these materials or information will be used improperly. Violation of these academic standards may result in program removal or failure. Academic Policy Statement 810213. See also http://www.shsu.edu/syllabus/

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Course Evaluation:

Performance Assessments (linked to course objectives)

The final grade will be based on the student's demonstrated performance, attitudes, and abilities related to the goals and objectives of the class (detailed in syllabus) as measured by these assessments:

1. **Research Proposal**

You will prepare a research proposal on the topic of your dissertation. Early in the semester, training will be provided in the use of the template.

For Traditional Dissertations the following requirements must be met:

Chapter I will contain:
    Introduction
    Background of the study,
    Statement of the problem
    Purpose of the study,
    Significance of the study,
    Theoretical/conceptual framework,
    Research questions (or grand tour questions or null and statistical hypotheses),
    Definition of terms,
    Delimitations, limitations, assumptions, and organization of remaining proposal chapters.

Chapter II will be a well-developed review of the literature.

Chapter III will contain the following:
    Introduction
    Purpose
    Research questions,
    Research design,
    Selection of participants (population, sampling frame, selection criterion, participants),
    Instruments with score reliability and validity,
    Procedures,
    Data analysis
    Summary.

In addition, front matter will include

Title page, Table of Contents, List of Tables, and List of Figures, if relevant   Back matter will include References, Appendix page for IRB, and Vita.

For *Journal-Ready Dissertations* the following requirements must be met.
Chapter I
    Introduction
    Background of the study,
    Statement of the problem

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Purpose of the study,
Significance of the study,
Research questions (or grand tour questions),
Theoretical/conceptual framework,
Literature Review process
Procedures
Definition of terms,
Delimitations, limitations, assumptions, and organization of remaining proposal chapters.

Chapter II
Introduction
Background of study one,
Statement of the problem
Purpose of study one,
Significance of the study,
Research questions (or grand tour questions)
Method
    Research design,
    Selection of participants (population, sampling frame, selection criterion, participants),
    Instruments with score reliability and validity(brief)
    Procedures,
    Data analysis
References

Chapter III (STUDY 2) and Chapter IV (STUDY 3) will follow the same general outline as Chapter II.

2. **Research Proposal and Presentation**

You will prepare a PowerPoint of your proposal and present to the class. This presentation will occur on the last meeting of the course. This is NOT an option.

PLEASE READ THE FOLLOWING STATEMENT ABOUT GRADE ASSIGNMENT:
Regarding grading, work that 'meets expectation' for doctoral-level work will receive a B. Students earning A's will demonstrate work that exceeds expectations in quantity, quality, and levels of thought.

Class participation, attendance, timely completion of all assignments, use of feedback in future work. Job demands in not an excuse for not completing assignments. PLAN AHEAD!!!!!

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NOTE: On Monday of each week students must submit a recent draft of their work.

Tentative Class Schedule

	Class Meeting Dates	Topics (subject to change)
1	January 17, 2018	**Overview of Dissertation Proposal process and timelines** **Dissertation Template** **Review of Course Materials** **Traditional vs Journal-ready** **Chapter discussions** **Submit Purpose, RQ, and Significance next week**
2	January 24, 2018	**Literature Review Discussion** **Strict Adherence to APA** **Writing and Editing** **Chapters Discussion** **Research Questions** **Purpose** **Significance** **Submit Problem Statement** **Lit review/background for ONE study** **Or for Chapter II**
3	January 31, 2018	**Report on meeting with chairs** **Report on progress** **Submit first S-draft of first study**
4	February 7, 2018	**In class writing workshop.**
5	February 14, 2018 **NO CLASS**	**Continue writing. The more drafts you send the further along you will be at the end of the semester.** **Look for Online discussions.**
6	February 21, 2018	**Lecture and writing workshop** **Individual meetings** **Additional dates will be added at a later time based on progress at the end of 6 weeks.**

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FOR YOUR INFORMATION

- **Students with Disabilities Policy**: Please see **http://www.shsu.edu/syllabus/.** If you are a student with a disability that may affect your academic performance, please contact the professor as soon as possible or you may contact the Director of the Counseling Center as chair of the Committee for Continuing Assistance for Disabled Students at 294-1720.

- Academic honesty is expected in this class. **Plagiarism is a violation and will result in course failure.** Academic work submitted by you (such as papers, assignments, reports, tests) shall be your work alone and referenced in part or in whole to its correct source. Submission of commercially prepared (or group prepared) materials as your own work is unacceptable. Moreover, you shall encourage honesty in others by refraining from providing materials or information with knowledge that these materials or information will be used improperly. Violation of these academic standards may result in program removal or failure. Academic Policy Statement 810213. See also **http://www.shsu.edu/syllabus/**

- Attendance. Spring & Fall attendance policy. Students are permitted to miss one class (3 hours) with no penalty, but a call to the professor of the class is expected. A second absence will require that the student submit a letter to the professor explaining the circumstances of the absence. He or she will decide if the second absence should be excused. If it is not excused**, a deduction of a letter grade for the course will occur**. Subsequent absences will result in automatic letter grade reductions. Summer attendance policy is different. You will be permitted one excused absence (one class period). Subsequent absences will result in a deduction of one letter grade per absence.

- Religious Holidays. An institution of higher education shall excuse students from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. A student who plans to miss a class or required activity to observe a religious holy day should inform the professor in writing prior to planned absence.

- The syllabus is subject to change pending notification.

- **University Policies**: Graduate students are governed by the SHSU's policies related to student conduct. Any student with questions about grievances, ethical behavior, etc. should review the SHSU Graduate Catalog and the Texas State University System Rules

  and Regulations. See: http://www.shsu.edu/~vaf_www/aps/stualpha.html

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PLAGIARISM: WHAT IT IS

The following comments are taken verbatim from Campbell, Ballou, and Slade's (1986) book entitled, <u>Form and Style Theses, Reports, Term Papers</u> (7th ed.).

"Quotations in a research paper, thesis, or dissertation can be of two types: indirect (paraphrased or summarized), or direct (verbatim). Both indirect and direct quotations must be documented. That is, you must indicate the source either with parenthetical documentation accompanied by a list of works cited...

Plagiarism-the use of another person's ideas or wording without giving proper credit-results from the failure to document fully and accurately. Ideas and expressions of them are considered to belong to the individual who first puts them forward. Therefore, when you incorporate ideas or phrasing from any other author in your paper, whether you quote them directly or indirectly, you need to be honest and complete about indicating the source to avoid plagiarism. When intentional or unintentional, plagiarism can bring serious consequences, both academic, in the form of failure or expulsion, and legal, in the form of lawsuits. Plagiarism is a violation of the ethics of the academic community.

Any fact or opinion that you read in one of your sources, whether you first discovered the idea there or have assimilated it so thoroughly that it seems to be your own, should be documented in your paper. Two exceptions are facts that are common knowledge (e.g., John Hancock signed the Declaration of Independence) and facts that can be verified easily and would not differ from one source to another (the headquarters of the Common Market are in Brussels, Belgium). Under most circumstances, these kinds of materials would not need to be documented. On the other hand, material available in only one source or a limited number of sources (a fact about changes in the birth rate in China) should usually be documented." (p. 59).

In reference to note taking, Campbell, Ballou, and Slade (1986) state: "When you write a summary during note taking, you must be careful to avoid inadvertently using the author's wording. Changing an occasional word or reversing the order of phrases or sentences does not result in an adequate summary. A good discipline is to try to write a summary without looking at the source. After writing a summary, look at the original and make a critical comparison, checking for duplication of wording and accuracy in statement of the ideas. If you find that you have used more than two consecutive words from the original (with the exception of articles or prepositions), place them in quotation marks. Carelessness in writing a summary can result in unintentional plagiarism...Even though the summary contains your own words, you will want to give credit for the ideas if you use them in your paper. Be as careful about recording the author's name and page numbers for a summary or paraphrase as you would be for a direct quote." (p. 14-15).

Commenting about paraphrasing, Campbell, Ballou, and Slade (1986) add: "Your paraphrase or summary should represent the source's ideas accurately, avoiding distortion through misstatement or improper emphasis. At the same time, your summary should be stated entirely in your own words. Avoid imitating sentence structure, rearranging words and phrases, and borrowing phrases even of two or three words, since these constitute plagiarism. If you find that you cannot avoid using a phrase from the original, place the words in quote marks. Even when

you have restated a passage completely in your own words, indicate that you encountered the information in your reading by" (p. 59-60) citing the reference and including the reference on your reference page.

Automated Plagiarism Detection Service

Sam Houston State University has an account with an automated plagiarism detection service that allows instructors to submit student assignments to be checked for plagiarism. We reserve the right to (a) request that assignments be submitted as electronic files and (b) electronically submit assignments to Turnitin. Assignments are compared automatically with a database of journal articles, web articles, and previously submitted papers. The instructor receives a report showing exactly how a student's paper was plagiarized. For information about plagiarism in SHSU's website, go to http://www.shsu.edu/students/StudentGuidelines2007_2008.pdf *(see* pages 29 - 37)

If there are any questions about **Turnitin**, please e-mail or call Jess Nevins (lib_jjn@shsu.edu or 4-3587)

- ✍ Late assignments will be penalized by one letter grade for each 24-hour- period they are not turned in. After three days, they will not be accepted and feedback will not be provided.

- ✍ The syllabus is subject to change pending notification.

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