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**Texas A&M University-Commerce**  
**SOC 595.01W – Research Literature and Research**  
**Course Syllabus: Fall 2022**

**INSTRUCTOR INFORMATION**

<b>Instructor:</b>	Damon J. Bullock, PhD
<b>Office Hours &amp; Location:</b>	Virtual
<b>Office Phone:</b>	(903) 886-5322
<b>Office Fax:</b>	(903) 886-5330
<b>University Email Address:</b>	damon.bullock@tamuc.edu
<b>Preferred Form of Communication:</b>	Email
<b>Communication Response Time:</b>	E-mail responses within 24 hours. Please include your class number SOC 595 in the subject line in all e-mails.

**COURSE INFORMATION**

**Materials – Textbooks, Readings,**

**Textbook(s) Required:**

Schutt, Russell K. 2018. Investigating the Social World: The Process and Practice of Research. 9<sup>th</sup> Edition. ISBN-13: 9781506361192. SAGE Publications.

Booth, Andrew, Sutton, Anthea, Clowes, Mark, & Martyn-St. James, Marissa. 2022. Systematic Approaches to a Successful Literature Review. 3<sup>rd</sup> Edition. ISBN-13: 9781529711844. SAGE Publications.

**Course Description**

This is a graduate course that prepares students to write research based literature reviews. The course will cover a variety of techniques for collecting literature related to a research topic, as well as various techniques for writing a successful literature review. Students will also discuss

the process of knowledge creation and researchers' roles in producing knowledge. This course addresses the analysis of social phenomena through the application of scientific methods. The course is designed for majors in sociology, criminal justice or behavioral sciences.

### **Student Learning Outcomes**

After completing this course students should be able to:

1. Students will be able to examine their role as researchers in knowledge production.
2. Students will be able to conduct research of previous literature relating to a research topic of their choice.
3. Students will be able to write a well-crafted literature review of a research topic of their choice.

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed**

The class will use the D2L learning management system. Students in the class may be required to use or be able to perform task employing Microsoft Word, PowerPoint, and using presentation and graphics programs, etc.

### **Instructional Methods**

All assignments must be posted into D2L (our online learning management system). All assignments or any other class activities must be submitted by 11:59pm. In most cases assignments or responsibilities will be posted early and there will be a time span in which the student may submit the assignment.

### **Student Responsibilities or Tips for Success in the Course**

With this being an online class, students must make sure they are reading and understanding the class instructions. Students are encouraged to make sure they are keeping up with their readings and aware of the due dates for various assignments. All class assignments must be submitted on time and students should do their best on each assignment.

Since this is a graduate class, we enter it with some assumption that you are familiar with at least the basic ideas of sociology and familiarity with sociological jargon. At this point you should have the ability to think somewhat like a sociologist.

### **Tips on How to be successful in this Class:**

1. Students must commit serious time to reading the assigned readings.
2. Students should ask questions of the professor if there is any information he/she does not understand.
3. Students must commit a serious amount of time to preparation for the readings, writings and other assignments.

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4. Students must submit all assignments on time.

## **GRADING**

### **Course Possible Points:**

First Draft of Literature Review	100 pts.
Final Draft of Literature Review	100 pts.
Review Question and Hypothesis	100 pts.
14 Weekly Discussion/Response @ 20 pts. each	280 pts.
Syllabus Acknowledgement Quiz (Extra Credit)	10 pts.
Introduction Bio (Extra Credit)	<u>10 pts.</u>
	580 total pts.

### **The following Grade Scale will be used:**

A = 90% - 100% (522-580 pts)
B = 80% - 89% (464-521 pts)
C = 70% - 79% (406-463 pts)
D = 60% - 69% (348-405 pts)
F = Below 60% (347-0 pts)

## **Assessments**

### **DISCUSSIONS/PARTICIPATION:**

Particular modules will have a discussion board assignment. Answers to Discussion Questions must be posted not later than Saturday at 11:59 p.m. Late Replies receive no credit (think of it as missing a traditional class, and therefore not being able to participate). Also, you are required to respond to at least two peers on all discussion boards.

The discussion posts are your question responses-substantive responses to my question found in the discussion board. The substantive posts should: 1) reference course material, 2) link course material to outside experience or current events, and 3) facilitate further class discussion. Substantive posts that address all three criteria will receive 10 points. To get full credit (10 points/ 1 week) for discussion, the students must post on time considerate responses and thoughtful interpretation of the readings.

The peer response posts will engage in the minimum of two of your peer's question responses. In this post, you will provide a substantive evaluation of your peer's response! Responding to other students post are essential in creating a dynamic learning environment. We all can learn from each other. Response posts should further the discussion and should not simply be creative ways of saying "I agree" or "I disagree"! Response post are part of the 10 points/1 week total. Please engage each other as much as you can-the success of any on-line course is very much dependent on the amount of interaction which YOU have with your peers.

### **LITERATURE REVIEW AND RESEARCH QUESTION AND HYPOTHESIS:**

Research Question and Hypothesis (1 @ 100 points): You will choose a research topic that interests you and will be responsible for crafting a research question and hypothesis. Please

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provide an introduction to your topic. What are the main questions you are interested in examining? Why is this topic an important topic for research?

Provide a general overview in addition to your research and hypothesis. Should be two to three pages long, double spaced, 12 font, and Times New Roman.

First Draft of Literature Review: (1@100 points): Each student will choose a research topic to craft a literature review about. The literature review draft will focus on synthesizing the major arguments and literature surrounding the research topic that the student has chosen. Should be five to seven pages long, double spaced, 12 font, and Times New Roman.

Final Literature Review (1 @ 100 points): Each student will turn in a final draft of the literature review that has been reviewed by at least two peers and that addresses the professor's feedback from the first draft. Should be five to seven pages long, double spaced, 12 font, and Times New Roman.

## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

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## **COMMUNICATION AND SUPPORT**

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### **Technical Support**

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

### **Interaction with Instructor Statement**

#### ***Contact of Professor:***

Students wishing to contact the Professor should do so by email which is provided on the first page of this class syllabus.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

#### **Class Policy:**

This department has a strong policy and a low tolerance for cheating. Plagiarism is disliked and treated very seriously. Texas A&M University-Commerce does not tolerate plagiarism and other forms of academic dishonesty. “Academic dishonesty” includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one’s own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments), and abuse (destruction, defacing or removal) of resource material.

Sites that address plagiarism and how to avoid it: <http://www.plagiarism.org> or <http://www.unc.edu/depts/wcweb/hanouts/plagiarism.html>. A student may drop a course by logging into their MYLEO account and clicking on the hyperlink labeled ‘Drop a class’ from among the choices found under the MYLEO section of the Web page.

It is the student’s responsibility to be aware of the rules or policies relating to withdrawal or “X.” You are encouraged to follow the appropriate procedures of the university as they relate to this matter. I will be as helpful and understanding where possible, but please be aware that this professor does not like to give an incomplete as a grade.

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

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## **University Specific Procedures**

### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

[Graduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

### **Students with Disabilities-- ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that

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provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### **Office of Student Disability Resources and Services**

Texas A&M University-Commerce

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

### **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

### **Counseling Center Services**

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by

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calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

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## SOC 595 COURSE OUTLINE / CALENDAR

(All Threaded Discussions and Responses are due Saturday by 11:59pm each week)

Week One	Aug 29 - Sep 3, 2022	<b>Schutt: Read Science, Society, and Social Research (Chapter 1)</b> <b>Schutt: Chapter 1 Discussion</b>  <b>Booth et al: Read Meeting the Review Family (Chapter 1)</b>  <b>Introduction Bio</b> <b>Syllabus Acknowledgement Quiz</b>
Week Two	Sep 5 - 10, 2022	<b>Schutt: Read The Process and Problems of Social Research (Chapter 2)</b> <b>Schutt: Chapter 2 Discussion</b>  <b>Booth et al: Read Getting Started on Your Literature Review (Chapter 2)</b>
Week Three	Sep 12 - 17, 2022	<b>Schutt: Read Research Ethics and Research Proposals (Chapter 3)</b> <b>Schutt: Chapter 3 Discussion</b>  <b>Booth et al: Read Choosing Your Review Methods (Chapter 3)</b>
Week Four	Sep 19 - 24, 2022	<b>Schutt: Read Conceptualization and Measurement (Chapter 4)</b> <b>Schutt: Chapter 4 Discussion</b>  <b>Booth et al: Read Defining Your Scope (Chapter 4)</b>  <i>***Research Question &amp; Hypothesis Due***</i>
Week Five	Sep 26 - Oct 1, 2022	<b>Schutt: Read Sampling and Generalizability (Chapter 5)</b> <b>Schutt: Chapter 5 Discussion</b>  <b>Booth et al: Read Searching the Literature (Chapter 5)</b>

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Week Six	Oct 3 -8, 2022	<b>Schutt: Read Research Design and Causation (Chapter 6)</b> <b>Schutt: Chapter 6 Discussion</b>  <b>Booth et al: Read Assessing the Evidence Base (Chapter 6)</b>
Week Seven	Oct 10 - 15, 2022	<b>Schutt: Read Experiments (Chapter 7)</b> <b>Schutt: Chapter 7 Discussion</b>
Week Eight	Oct 17 - 22, 2022	<b>Schutt: Read Survey Research (Chapter 8)</b> <b>Schutt: Chapter 8 Discussion</b>  <b>***First Literature Review Draft Due***</b>
Week Nine	Oct 24 - 29, 2022	<b>Schutt: Read Quantitative Data Analysis (Chapter 9)</b> <b>Schutt: Chapter 9 Discussion</b>  <b>Booth et al: Read Synthesizing and Analyzing Quantitative Studies (Chapter 7)</b>
Week Ten	Oct 31 – Nov 5, 2022	<b>Schutt: Read Qualitative Methods (Chapter 10)</b> <b>Schutt: Chapter 10 Discussion</b>  <b>Booth et al: Read Synthesizing and Analyzing Qualitative Studies (Chapter 8)</b>
Week Eleven	Nov 7 - 12, 2022	<b>Schutt: Read Qualitative Data Analysis (Chapter 11)</b> <b>Schutt: Chapter 11 Discussion</b>
Week Twelve	Nov 14 - 19, 2022	<b>Schutt: Read Mixed Methods (Chapter 12)</b> <b>Schutt: Chapter 12 Discussion</b>  <b>Booth et al: Read Synthesizing and Analyzing Mixed Methods Data (Chapter 9)</b>
Week Thirteen	Nov. 21-26, 2022	<b>THANKSGIVING BREAK; NO CLASS</b>
Week Fourteen	Nov. 28 – Dec. 3, 2022	<b>Schutt: Read Evaluation and Policy Research (Chapter 13)</b> <b>Schutt: Chapter 13 Discussion</b>

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		<b>Booth et al: Read Writing Up, Presenting and Disseminating Your Review (Chapter 10)</b>
Week Fifteen	December 5-10, 2022	<b>Schutt: Read Research Using Secondary Data and “Big” Data (Chapter 14)</b> <b>Schutt: Chapter 14 Discussion</b>  <b>***<i>Final Literature Review Due</i>***</b>

## CODE OF CIVILITY

In order to promote a positive, professional atmosphere among students, faculty and staff, the following Code of Civility has been developed:

**Respect:**

Treat all students, faculty, staff and property with respect and in a courteous and professional manner. This includes all communications, whether verbal or written. Let your actions reflect pride in yourself, your university, and your profession.

**Kindness:**

A kind word and gentle voice go a long way. Refrain from using profanity, insulting slang remarks, or making disparaging comments. Consider another person's feelings. Be nice.

**Truth:**

Exhibit honesty and integrity in your dealings with fellow students, faculty and staff members. Don't lie, don't cheat, and don't steal.

**Responsibility:**

Take responsibility for your actions. This includes gracefully accepting the consequences of your behavior.

**Cooperation:**

Exhibit a cooperative manner when dealing with students, faculty and staff so we may all work towards our common goals and mission.

**Acceptance:**

Accept differences in others, as they accept differences in you. This includes diversity in opinions, beliefs and ideas and everything else that makes us unique individuals.

**Professionalism:**

Always conduct yourself in a manner that will bring pride to your profession, to Texas A&M University-Commerce, and, most importantly, to yourself.

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