



HIED 695 Research Methodology

COURSE SYLLABUS: FALL 2024

INSTRUCTOR INFORMATION

Instructor: Dr. David Tolliver

Office Location: Binnion Hall 223

Office Hours: In-person or Virtual (by appointment)

Office Phone: 903-886-5617 (use email for faster response)

University Email Address: david.tolliver@tamuc.edu

Preferred Form of Communication: Email

Communication Response Time: Email – Within 24 - 48 hours during weekdays.

COURSE INFORMATION

Required Textbooks

American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.).

Creswell, J. W., & Guetterman, T. C. (2019). *Educational research: Planning, conducting, and evaluating quantitative and qualitative research* (6th ed.). Pearson Education, Inc.

Course Description

An overview of research methodology including basic concepts, common design, and procedures of collecting and analyzing data employed in quantitative and qualitative research. Students will develop a research proposal applying learned concepts. This is an approved Level I doctoral research tools course. Prerequisites: Admission to the doctoral program.

The syllabus/schedule are subject to change.

Student Learning Outcomes

1. Review the basic concepts (e.g., purpose, topic, question, literature review, sampling, threats to validity, analysis of data) associated with common quantitative, qualitative, and mixed methodological research designs.
2. Search and use relevant literature that informs a research topic.
3. Identify a research purpose from the literature and design an associated study.
4. Learn the procedures for conducting research studies

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Proficiency using the D2L learning management system, Microsoft Word, and TAMUC email.

Instructional Methods

This is an entirely online course.

Student Responsibilities or Tips for Success in the Course

Students should access the course minimally every 2–3 days in order to check announcements and read the postings of colleagues. Students should check their TAMUC email daily to ensure timely receipt of messages from the instructor and University.

GRADING

Final grades in this course will be based on the following scale:

- A = 90%–100%
- B = 80%–89%
- C = 70%–79%
- D = 60%–69%
- F = 59% or Below

Weights of the assessments in the calculation of the final letter grade.

Quiz 1	20%
Quiz 2	20%
Quiz 3	20%
Bibliographic Research Paper	10%
<u>Research Design Paper</u>	<u>30%</u>

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TOTAL

100%

Assessments

1. Students should work a *minimum* of 9 hours per week in completing course assignments.
2. The course calendar (which includes due dates for assignments) is at the end of this syllabus.
3. Periods 1–9; Quizzes. The quizzes are open book, open web exercise using a multiple choice format that will be available at or near the beginning of the assigned period in a course announcement. You must not work with anyone while completing the quizzes (i.e., doing so will be a violation of academic integrity). You may email the instructor requesting further clarification for specific quiz items who may post a response to the entire class in order to help everyone. **Each completed quiz must be emailed to the instructor by the due date/time (see Course Calendar at the end of the syllabus for all due dates)**. The graded quiz will indicate incorrect items and will be emailed to the students after which students should engage in further study to reconcile any conceptual difficulties and **resubmit the quiz within one week of the original due date for a (hopefully) higher grade (note: only one resubmission per quiz will be allowed); however, if the quiz is not resubmitted, the original grade will stand**. The graded second quiz will indicate incorrect items (and the correct answers) and will be emailed to the students; if after further study correct answers are still not understood, students should email or post a question to the instructor. Do not distribute the quizzes to anyone outside of this course as it or its parts may be reused in future courses; such a distribution will be a violation of academic integrity..
4. Periods 10–11; Bibliographic Research Paper (BRP). Identify a topic in higher education (e.g., student affairs, faculty affairs, governance, organizational theory, culture, teaching, learning, distance learning, competency-based education, tenure, etc.) and acquire five research articles from journals that inform this topic. A “research article” is one in which data are collected and analyzed; for the purposes of this assignment, a “journal” is a peer-reviewed publication (note: the publication’s website should outline submission requirements and should describe whether or not submitted manuscripts will be vetted via peer review to determine acceptance for publication).

If you have a specific preliminary topic for your dissertation research (e.g., campus gun violence, faculty feelings regarding tenure, the teaching of doctoral students, etc.) focus on this topic; if you do not, focus on an area of your general interest in higher education and allow the readings to help you to further develop a specific topic (e.g., based upon recommendations for future research published in the articles you acquire).

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Prepare a BRP (approximately five pages) that presents recommendations for future research from the five articles selected. Note that if an article does not include recommendations for future research, do not include it in this paper; that is, only select five articles that all include recommendations for future research.

The paper must be emailed to the instructor by the due date/time. The grading rubric for this paper will be 60% content and 40% APA usage (includes grammar; make sure to follow the Student Sample Paper formatting as per Chapter 2 of the APA manual).

5. Periods 12–14; Research Design Paper (RDP). After reading the five BRP articles, select one recommendation for future research from any of the five articles and prepare a RDP that addresses this single recommendation as the impetus for a proposed study. Focusing on this single recommendation, discuss the proposed research’s background, problem, purpose, question, design, analysis, threats to validity, and design methods used to minimize such threats as fully as you can; however, the RDP must not exceed 10 pages (which includes title and reference pages; again, follow the Student Sample Paper formatting in the APA manual).

The paper must be emailed to the instructor by the due date/time.

The grading rubric for this paper will be 60% content and 40% writing (includes grammar and APA usage).

6. Alignment of student learning outcomes with assessments:

Assignments	Student Learning Outcomes			
	SLO1	SLO2	SLO3	SLO4
Readings	X			X
Quizzes	X			X
Bibliographic Research Paper		X	X	X
Research Design Paper	X		X	X

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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

Zoom Video Conferencing Tool

https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

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.

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.

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>

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Interaction with Instructor Statement

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

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.

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.

<https://inside.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf>.

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](#) webpage and [Procedures 13.99.99.R0.01](#)

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

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 Students Academic Integrity Policy and Form

[Graduate Student Academic Dishonesty Form](#)

<https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10.pdf>

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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 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

Website: [Student Disability Services](#)

<https://www.tamuc.edu/student-disability-services/>

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.

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A&M-Commerce Supports Students' Mental Health

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

Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



AI use policy [Draft 2, May 25, 2023]

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

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13.99.99.R0.03 Undergraduate Academic Dishonesty
 13.99.99.R0.10 Graduate Student Academic Dishonesty

COURSE CALENDAR

(Dates are subject to change and will be updated prior to start of the semester)

Period	Dates	Assignments
1	8/29 – 9/4	Begin Reading Creswell and Guetterman (C&G) Chapters 1–5, <i>Variables-Rovai.doc</i> , C&G Chapter 6
2	9/5 – 9/11	Complete Period 1 Reading
3	9/12 – 9/18	Complete Quiz 1 (due 9/18*)
4	9/19 – 9/25	Begin Reading C&G Chapters 7–12, <i>Threats to Validity-Rovai.doc</i> Quiz 1 resubmission (due 9/25*)
5	9/26 – 10/2	Complete Period 4 Reading
6	10/3 – 10/9	Complete Quiz 2 (due 10/9*)
7	10/10 – 10/16	Begin Reading C&G Chapters 13–17 Quiz 2 resubmission (due 10/16*)
8	10/17 – 10/23	Complete Period 7 Reading
9	10/24 – 10/30	Complete Quiz 3 (due 10/30*)
10	10/31 – 11/6	Begin Preparing Bibliographic Research Paper (BRP) Quiz 3 resubmission (due 11/6*)
11	11/7 – 11/13	Complete/Submit BRP (due 11/13*)
12	11/14 – 11/20	Begin Preparing Research Design Paper (RDP)
13	11/21 – 11/27	Continue RDP Preparation
14	11/28 – 12/4	Complete/Submit RDP (due 12/4*)

*End of the day, TAMUC time

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