EDAD 718 Doctoral Dissertation Seminar
Fall 2025

INSTRUCTOR INFORMATION

Instructor: Mack Hines, Ed.D
Office Location: Commerce Campus, Frank Young Education North, Room 205
Office Hours: TBD (As needed upon request.)
Professor's Personal Cell Phone: 832-585-2731
Office Fax: 903-886-5507
University Email Address: Mack.Hines@etamu.edu
Preferred Form of Communication: Email
Communication Response Time: 24-48 Hours

COURSE INFORMATION
Materials – Textbooks, Readings, and Supplementary Resources
American Psychological Association. (2009). *Publication Manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

Course Description
In this course, doctoral candidates will engage in the process of developing, conducting, and defending an original research dissertation. The dissertation must address a significant problem within the candidate's area of specialization and demonstrate the ability to conduct rigorous academic research. Students will work closely with their advisory committee and adhere to institutional guidelines throughout the process, culminating in a dissertation that contributes to the existing body of knowledge. The dissertation must exhibit superior academic competence and offer a meaningful contribution to the field. This course is designed to support candidates through the stages of research, data collection, analysis, and the final defense. The syllabus and schedule are subject to change based on course progress and faculty availability.

The syllabus/schedule are subject to change.

Student Learning Outcomes

By the end of this course, students will:

1. Gain a deep understanding of the dissertation process, including research design, methodology, and academic writing guidelines, through detailed engagement with course materials and faculty guidance.
2. Successfully develop and defend a dissertation proposal that clearly defines the research problem, objectives, and methodology, demonstrating the ability to conduct independent, scholarly research.
3. Navigate the Institutional Review Board (IRB) process with support from the dissertation chair, ensuring ethical and compliant research practices.
4. Conduct research, including data collection and analysis, with precision and adherence to scholarly standards, demonstrating the capacity to produce high-quality, original research.
5. Prepare for and successfully defend the final dissertation, showcasing the research findings, analysis, and contributions to the field through an in-depth oral defense before the advisory committee.

COURSE REQUIREMENTS

The instructor will create an environment for learning by providing focus and guidance to the content. Assignments are designed to be learning experiences for students, and it is presumed and expected that students will actively participate in the class. As a graduate level course, the instructor expects quality work from each student supported by adequate preparation and involvement. Learning will be achieved through textbooks and other assigned readings, projects, and class interaction.

Minimal Technical Skills Needed

Students should be comfortable with basic word processing, web navigation, and use of learning management systems (LMS) such as Canvas. Some assignments may require the use of presentation tools like PowerPoint or Google Slides.

Instructional Methods

This course will use a combination of lectures, group discussions, case studies, interactive learning activities, and project-based assignments. Students will work collaboratively to design and critique curriculum models and engage in reflective practices about their learning.

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

The syllabus/schedule are subject to change.

1. **Active Participation**: Engage fully in class discussions, group activities, and projects. Active participation enhances both your learning and the learning of your peers.
2. **Time Management**: Plan your time effectively. Graduate-level coursework requires significant commitment, so it is essential to keep up with reading assignments, projects, and deadlines. Procrastination can hinder your ability to complete high-quality work.
3. **Complete All Readings**: Read assigned materials thoroughly before class. Come prepared with questions or insights to contribute to class discussions. The readings will provide the foundation for the topics discussed, and your understanding of them will be essential for assignments.
4. **Collaborative Learning**: Be open to feedback from peers and provide constructive feedback in return. Collaboration is a valuable aspect of learning in this course, and working with others will help expand your understanding of curriculum design.
5. **Engage in Self-Reflection**: Take time to reflect on your learning throughout the course. Consider how the course content relates to your own experiences and professional goals. Reflection will help you deepen your understanding of the concepts discussed.
6. **Seek Help When Needed**: If you have questions or are struggling with course material, reach out for assistance early. Whether it's through office hours, emails, or discussion forums, I am here to help you succeed.
7. **Meet Deadlines**: Timely submission of assignments is critical. Make sure to submit all assignments on time to avoid penalties and to stay on track with the course progression.
8. **Stay Organized**: Keep track of assignments, deadlines, and course materials. Organization will help you manage your workload efficiently and ensure that nothing is overlooked.
9. **Professionalism**: Demonstrate professionalism in all your interactions. This includes respect for your peers' ideas, timely communication, and a commitment to high-quality work.
10. **Embrace Constructive Criticism**: Be open to feedback and use it as an opportunity for growth. Revising and improving your work based on feedback is an essential part of the learning process.

TECHNOLOGY REQUIREMENTS

The *syllabus/schedule are subject to change.*

All course sections offered by East Texas A&M University 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

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@**etamu.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 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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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. http://www.etamu.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

Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01. http://www.etamu.edu/admissions/registrar/generalInformation/attendance.aspx

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

Academic Integrity

Students at East Texas A&M University 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.etamu.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf

Graduate Student Academic Dishonesty Form

http://www.etamu.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf

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

AI use policy [Draft 2, May 25, 2024]

East Texas A&M University 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.

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

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
East Texas A&M University Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@etamu.edu

Website: Office of Student Disability Resources and Services

http://www.etamu.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

Nondiscrimination Notice

East Texas A&M University 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.

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Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University 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 East Texas A&M University 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.etamu.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

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

East Texas A&M University Supports Students' Mental Health

The Counseling Center at East Texas A&M University, 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.etamu.edu/counsel**

COURSE OUTLINE / CALENDAR
*Please refer to course shell in D2L for course outline and specific due dates.

The syllabus/schedule are subject to change.