EDAD 664-01W, 02W – Inquiry II: Problem of Practice & Scholarly Inquiry

Spring 2026
Credit Hours: 3

INSTRUCTOR INFORMATION

Instructor: Peter Williams, PhD, Associate Professor
Office Location: Education North #203A
Office Hours: By appointment (see calendar, below)
Phone: 903-886-5520 (office)
University Email Address: Peter.Williams@tamuc.edu
Preferred Form of Communication: Email, appointment (see below), SMS (for quick or urgent)
Communication Response Time: Normally 24 hours (during work week)
Appointment Calendar: https://peterwilliams.youcanbook.me/

COURSE INFORMATION

CPED Principle #5: The Professional Doctorate in Education is grounded in and develops a professional knowledge base that integrates both practical and research knowledge, that links theory with systemic and systematic inquiry.

Materials – Textbooks, Readings, Supplementary Readings

Textbooks Required
Machi, L. A., & McEvoy, B. T. (2022). *The literature review: Six steps to success (4th Ed.),* Corwin Press. ISBN-13:978-150633 6248
The following texts are for reference
American Psychological Association. (2020). *Publishing manual of the American Psychological Association* (7th ed.). Washington, DC: American Psychological Association. ISBN: 978- 1433805615 **(Program Requirement)**
Lunenburg, F. C., & Irby, B. J. (2008). *Writing a successful thesis or dissertation: Tips and strategies for students in the social and behavioral sciences*. Thousand Oaks, CA: Corwin Press. ISBN: 978-1412942256 **(Available as ebook in TAMUC Library Ebook Central database)**

I highly recommend that you download and save all materials in the course you deem useful. You may not have access to the course materials later.

The *syllabus/schedule are subject to change.*

Course Description

This is an intermediate class in the dissertation writing process, focusing on developing skills in advanced academic writing. Students will develop and refine a problem of practice and learn to search for, critique, and synthesize evidence from the research literature and consider the role of theory in applied research. Prerequisites: Doctoral Status. EDAD 601, and EDAD 695

Course Learning Outcomes

Upon completion of the course, the student will:
1. Develop advanced skills and knowledge of writing academic papers using the APA Style Manual 7th Edition.
2. Analyze a completed literature review similar to your research topic using the Boote & Beile's Literature Review Scoring Rubric
3. Compose and submit a draft of the literature review.
4. Write references using the correct APA 7th edition style.
5. Evaluate peer reviewed articles.
6. Request articles and books from Inter-library loan, as needed.
7. Retrieve peer reviewed articles from various databases.
8. Create a citation engine account and import citations electronically (i.e., RefWorks, Zotero or Endnote web account).

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Students will need to have access to a computer with Internet (high-speed preferred), access to a Webcam, and document productivity software (Microsoft Office preferred). Additional skills needed are using the new learning management system, using Microsoft Word and PowerPoint for presentation a graphics programs.

Instructional Methods

This class design is based on constructivist learning principles. This means that the instructor creates 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 actively participate in the class through the construction of their own learning. As a graduate level course, the instructor expects quality work from each student supported by adequate preparation and involvement. Instructional activities and assignments will be delivered and received online using the D2L learning media platform.

Synchronous sessions will be announced in the online course and will be optional but highly recommended. Typically, synchronous sessions will be on Thursday evenings, 7-8 pm (Central time), and will be recorded and posted in the course.

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Student Responsibilities or Tips for Success in the Course

When sending emails to me, please include your name and Course Number (EDAD 664-01W) in the subject line. I expect you to take responsibility for your own learning process. While the online course includes interactions between students and instructor and students and students, our discussions are mostly asynchronous; in other words, they are not immediate as in a face-to-face course. You must be comfortable waiting up to 24 hours for a response to their emails. There may be optional synchronous sessions, depending on the instructor's availability.

Tips for Being a Successful Online Student

Take the tutorials. Most of the tools we use and refer to have online tutorials: Waters Library, Endnote, Zotero, or other reference management tool, MS Word, etc… Also, you may contact the Office of Academic Technology (OAT) experts for help with D2L.

Use Tools Appropriately: Do not offload important work to generative AI or other tool. Use them ethically and appropriately. See the online video in the course and the AI use syllabus statement later in this document.

Log on to your course frequently- Make sure to check your course daily.

Read the instructions carefully – Read and follow the instructions for each assignment and discussion thread.

Participate…Participate…Participate- Regular engagement is very important to a quality online experience for everyone. Participate in the discussion board. What a great opportunity to learn from your peers. Jump in and contribute!

Budget your time, set schedules, and complete work on time - Make sure to block off regular time to work on your course, and stick to that schedule.

Be polite and respectful- Being polite and respectful is not only common sense, it is absolutely essential for a productive and supportive online environment. Being polite does NOT mean agreeing with everything that is stated. Having constructive conversations is also a leadership skill you can work on.

Support your claim: I expect that you will not agree with everything, and in stating your counter claim, support it with evidence--evidence and respect.

Speak up if you are having problems- Technical difficulties are not an excuse for late or missed assignments. If you are having technical difficulties, or problems understanding something about the course, you MUST speak up otherwise there is no way that anyone will know that something is wrong.

Apply what you learn- Apply everything you learn as you learn it, so it will be committed to long-term memory. Also, make connections between what you learn and your professional practice.

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Use Feedback to Help You Learn and Grow: You will receive corrective feedback. Keep track of it and revise. You should revise all assignments, and you will use them in future assignments.

Be a Self-Directed Learner: To maximize your learning and growth, engage deeply in the process instead of focusing exclusively on the outcomes. Be process oriented because that is where you grow. It is similar to physical workout routines in which a focus on correct form and careful, deliberate repetition is critical to building muscle and endurance (and avoiding injury).

A typical week might include:

1. Regularly logging in to the course website.
2. Reading through the current week's assignment and module lecture notes.
3. Re-reading the syllabus and tentative course calendar.
4. Thoughtfully reading the assigned textbook chapters and taking notes.
5. Thoughtfully viewing assigned videos and taking notes.
6. Responding (by the due date) to a discussion thread as posted by the instructor.
7. Reading and responding (by the due date) to the discussion post of fellow peers.
8. Completing and sending an assignment (by the due date) to be graded by the instructor.
9. Revising and re-writing written assignments. Writing is an iterative process.

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

Student Performance Evaluation:

Evaluation will be based on successful completion of each of the performance expectations. Each performance assignment has been assigned points towards the total on which the final course grade will be based. The points for each assignment may be viewed in the grade book.

All assignments must be completed to earn an A in this course.

Caveat: This syllabus represents a relationship between the two of us regarding the evaluative measures and the content included in EDAD 664. I reserve the right to

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amend, revise, or change the content of the syllabus as deemed necessary.

Please Note: *While students may receive numerical grades for various assignments listed in the syllabus based on the criteria provided by the instructor and which contribute to an overall grade average represented in the breakdown listed above, grades are given to primarily provide feedback to students and to guide the instructor in making an assessment of student work. The final grade awarded for the course, however, will be at the sole discretion of the instructor and will be based on several factors, including but not limited to the rubrics provided.*

ASSESSMENTS

COURSE OUTLINE / CALENDAR

Assignments (76%)
1. (Mod 2) LR analysis reflection paper (5 points)
2. (Mod 3) LR Matrix & AB Paper (5 points)
3. (Mod 5) LR Outline & References (5 points)
4. (Mod 7) LR Rough Draft Paper (16 points)
5. (Mod 8) LR Abstract (5 points)
6. (Mod 10) Ch 1 Exec Summary (Prospectus) (5 points)
7. (Mod 14) CH2 LR Final Draft (35 points)

Discussions: (24% of total grade; each discussion worth 4 points)
1. (Mod 1) Introducing Yourself (0 points, ungraded)
2. (Mod 1) What is your tentative research topic? (4 points)
3. (Mod 3) LR analysis (4 points)
4. (Mod 6) LR Outline & Refs Discussion (4 points)
5. (Mod 8) LR Rough Draft discussion (4 points)
6. (Mod 11) Ch. 1 Executive Summary (4 points)
7. (Mod 14/15) Reflection Discussion (4 points)

Spring 2026 MODULE DATES
1. Jan 29-Feb 8
2. Others published in Course in D2L

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by ETAMU 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

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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

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.

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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 webpage and Procedures 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 ETAMU 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

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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
ETAMU
Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu
Website: Office of Student Disability Resources and Services
(https://www.etamu.edu/student-disability-services/)

Nondiscrimination Notice

ETAMU 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 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 and ETAMU 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.

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all ETAMU campuses. Report violations to the University Police Department at 903-886-5868 or 911.

ETAMU Supports Students' Mental Health

The Counseling Center at East Texas A&M, 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**.

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

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

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