

Texas A&M University-Central Texas
Fall 2019-LIBS 5398 Interdisciplinary Capstone
Instructor's Office 204 L Heritage Hall

Instructor and Contact Information

Instructor: Dr. Cadra Peterson McDaniel

Office: Heritage Hall 204 L

Office Hours: M 1:00-2:00; W 1:00-2:00, 4:00-5:00; Or By Appointment

Email: cadra.mcdaniel@tamuct.edu (Please use this email address as the method of contact)

Phone: 254-501-5932

Mode of Instruction and Course Access

This course is a face to face course, with some information posted on Canvas. Students will be submitting assignments via Canvas.

Student-Instructor Interaction

If students have any questions about the class or assignments, they should contact the instructor. Please contact the instructor as soon as possible so that any concerns may be resolved before it becomes midpoint or later in the semester. Students may contact the instructor via email. The instructor will respond to all email in a timely manner, usually within one (1) business day. Email may not be answered on the weekends. Also, students may come by the instructor's office during office hours, or students may make an appointment. Announcements for the class will be posted on Canvas under the Announcements Section. Please check this section regularly. For all questions concerning upcoming assignments, please send all questions via email before 4:00p.m. the day before the assignment due date. The "cut-off" time for questions allows all students an equal chance to have questions answered before the due date.

Warrior Shield

Emergency Warning System for Texas A&M University-Central Texas

Warrior Shield is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in Warrior Shield through their myCT email account.

Connect to Warrior Shield by [911Cellular](https://portal.publicsafetycloud.net/Account/Login) [https://portal.publicsafetycloud.net/Account/Login] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.

Course Information

Course Description

Students enroll in this course when they are prepared to begin their capstone project. Students need to earn an A or B to complete this course satisfactorily and to earn credit. Prerequisites: 24 hours graduate credit, including LIBS 5300 and LIBS 5310, and consent of the MSLS Graduate Coordinator.

Overall Course Objective

After successfully completing the course, students will be able to author an original conference style paper that effectively utilizes various disciplines to examine a specific topic.

Specific Course Objectives (Student Learning Outcomes)

After successfully completing the course, students will be able to

1. Justify their reasons for selecting specific disciplinary fields as the basis of their work throughout their degree
2. Appraise their effective use of these fields in previous coursework

3. Select a topic for research that will be examined from an interdisciplinary approach
4. Construct and complete an interdisciplinary paper with minimal supervision
5. Orally defend the paper in front of the Capstone Committee composed of faculty from students' fields of study

Required Texts

In this course, students complete their culminating paper for the MSLS Degree.

Therefore, this paper is student-driven, and students will be locating the sources needed for their paper. Students will be meeting with the course instructor and their Capstone Committee to discuss relevant sources.

Course Requirements

Course Overview

Assignments throughout the semester are designed to aid students in the completion of their Final Capstone Paper. These assignments described below are graded on a Pass (P) or a Fail (F) basis. Should students fail an assignment, then the students must work to improve their assignment(s) and resubmit the assignment(s) while continuing to submit all other assignments in accordance with syllabus due dates. At each meeting, students will have the opportunity to ask questions about their paper. Also, students may meet individually with the instructor to discuss any concerns. Students should feel free to consult with the instructor about assignments and ask questions as needed.

Interdisciplinary Fields Paper

Students begin this course with an appraisal of their decision to focus on specific disciplinary fields and with an evaluation of the use of these fields in their coursework. Students will be specific when performing this appraisal and assessment through the critique of specific examples from their coursework, which will result in a five to seven (5-7) page assessment. The assessment should be typed in twelve (12) point Times New Roman Font and have one (1) inch

margins. Title pages are not required, but if used, title pages do not count toward the required number of pages.

Proposed Topic for Final Capstone Paper

At the beginning of the semester, students will submit a topic and an abstract. The abstract should introduce the topic as well as provide an overview of the proposed paper. This abstract will include the paper's proposed argument and the main points to be addressed.

Students need to select an aspect of a topic that they have not previously researched.

Students will need to submit this assignment on Canvas. During September and most of October, students will continue to work with the instructor and their committee to revise their proposed topic and abstract as needed. If based on the feedback from the instructor and/or committee, it is determined that students do not need to resubmit a revised topic or abstract, then for the resubmission assignments, students will need to submit a statement indicating that revisions are complete for their topic and abstract. Please refer to the course schedule in the syllabus for specific due dates for each assignment.

List of Scholarly Sources

Students will submit a list of scholarly sources that they propose to use in the Capstone Paper on Canvas and to their committee. Then throughout the semester, students will be resubmitting updated and revised lists of sources as they continue their research and receive feedback from the instructor and their committee. If based on the feedback from the instructor and/or committee, it is determined that students do not need to resubmit the list of scholarly works, then for the resubmission assignments, students will need to submit a statement indicating that revisions are complete for their list of scholarly sources. For the list of scholarly sources, students should use the proper citation method utilized in their main disciplinary field. Please refer to the course schedule in the syllabus for specific due dates for each assignment.

Formation of Capstone Committee

Early in the semester, students will begin contacting potential committee members. It is important for students to begin to contact committee members in order to determine their availability to serve on the committee as well as to begin scheduling an oral defense date near the end of the semester. Once the committee is formed, students should keep in contact with their committee and seek their committee members' input on the proposed paper topic and abstract as well as on the list of scholarly sources.

Please note, however, that this course is not team taught. The instructor is the individual to whom all questions regarding the course and course expectations should be addressed.

Final Capstone Paper-Comprehensive Examination

Students complete their Capstone Paper during the three (3) week period of writing noted in the course schedule. The Final Capstone Paper is the Comprehensive Examination. During this three (3) week period, students may not consult with their committee or with the instructor. Students should have asked all questions prior to the beginning of the three (3) week period, which is considered the Comprehensive Examination period.

The Final Capstone Paper will consist of a conference style paper of twelve to fifteen (12-15) pages that would be accepted at a conference in each area of research being utilized. The paper should have one (1) inch margins and be typed in twelve (12) point Times New Roman Font. Papers that incorporate data collection will be longer. In this paper, students should use the proper citation method utilized in their main disciplinary field.

At the end of the three (3) week period, each student will sit for his/her oral defense. At the oral defense, a student will be expected to defend successfully their arguments and all information or data presented in his/her paper. Also, students must answer completely and satisfactorily the questions posed by their committee.

Students who demonstrate the ability to conduct an interdisciplinary paper that honors the disciplines being utilized and that offers an advanced study of a focused question as well as successfully defend their papers earn a passing score. Each student's committee, which is composed of faculty members from the student's disciplinary fields, will determine whether a student's paper earns a passing score. Students who do not meet this standard will earn less than a grade of a B in LIBS 5398 and not pass the comprehensive examination. Should a student fail to earn a grade of an A or a B on the paper, then that student will need to initiate the comprehensive examination process again in the next semester. Please note that the Final Capstone grade includes the student's oral defense. **The letter grade earned on the Final Capstone Paper is the letter grade for the course.**

The rubric below indicates the expectations for a grade of an A or a B on the Capstone Paper. Also, the rubric includes the criteria that would earn a grade of a C, D, or F on the Capstone Paper.

Class Grading Scale, Grading Criteria Rubric, and Conversion

Assignments throughout the semester are designed to aid students in the completion of their Final Capstone Paper. These assignments are graded on a Pass (P) or a Fail (F) basis. The Final Capstone Paper will be awarded a letter grade based on the committee's determination. Please see the rubric below.

Posting of Grades

Assignments, with the possible exception of the Final Capstone Paper, will be graded and returned via Canvas. All assignments, with the possible exception of the Final Capstone Paper, are graded usually within one (1) week of the due date.

Rubric for MSLS Final Capstone Paper

Grade	Criteria
A:	Excellent use of scholarly sources to author original research regarding a topic. Students construct original arguments and draw original conclusions. Students provide numerous specific examples that illustrate and support these conclusions. Students' papers include a detailed investigation of and use of specific leading scholars in their fields.
B:	Proficient use of scholarly sources to author original research regarding a topic. Students develop original arguments and provide original conclusions. Students provide several specific examples that illustrate these conclusions. Students' papers include the use of specific leading scholars in their fields.
C:	Acceptable use of scholarly sources to author original research regarding a topic. Students develop acceptable original research that analyzes a topic and that provides some original conclusions. Students provide some examples that illustrate these conclusions. Students include the use of some of the leading scholars in their fields.
D:	Minimal use of scholarly sources to author original research regarding a topic. Students have a minimal development of original research that begins to analyze a topic. Students provide very few original conclusions. Students provide few examples that illustrate these conclusions. Students' papers include only a few of the leading scholars in their fields.
F:	Poor use of scholarly sources to author original research regarding a topic. Students have poor or no development of original research and do not begin to analyze a topic. Students provide little or no arguments or conclusions. Students

provide no examples that illustrate these conclusions. Students do not include leading scholars in their fields.

Course Schedule (Course Outline and Calendar)

The instructor reserves the right to make modifications to the syllabus and the course schedule as needed based on time and other factors. Should this need occur, then an updated schedule will be posted online through Canvas.

All assignments, including the Final Capstone Paper, are due at 12:00p.m. (Noon) on the due dates listed below. All assignments must be submitted via Canvas. Assignments submitted in another format will not be accepted. There is no recording of discussions.

August 28: Introduction to Course

September 4: Discussion of Possible Topics for Paper; Discussion of Interdisciplinary Fields Paper

September 11: Discussion of Possible Sources for Paper; **Interdisciplinary Fields Paper Due and Submission of Topic and Abstract Due**

September 18: **Submission of Working List of Scholarly Sources Due;** Begin Contacting Potential Committee Members and Schedule a Date for Defense of Final Capstone Paper

September 25: Continued Discussion of Topics and Sources to Use; **Update on Formation of Committee Due**

October 2: Discussion of Refinement of Paper Topics; **Submission of Revised Paper Topic and Abstract to Instructor and Committee Due; Submission of Revised Working List of Scholarly Sources on Canvas to Instructor and to Committee Due**

October 9: Discussion of Paper Topics and Research Status

October 16: Continued Discussion of Topics and Research; **Resubmission of Paper Topic and Abstract to Instructor and Committee Due; Resubmission of Updated or Revised List of Scholarly Sources to Instructor and Committee Due**

October 23: **Final Submission of Paper Topic and Abstract and List of Scholarly Sources to Instructor and Committee Due**

October 30: No Class. Beginning of Three (3) Weeks of Writing of Final Capstone Paper

November 6: No Class. Continue Working on Final Capstone Paper

November 13: No Class. Continue Working on Final Capstone Paper

November 20: No Class. Submission of Final Capstone Paper to Instructor and Committee Due No Later Than 12:00 p.m. (Noon)

November 27: Class Does Not Meet. Week for Oral Defenses of Capstone Paper

December 4: Class Does Not Meet. Week for Oral Defenses of Capstone Paper

December 11: Final Meeting, Wrap Up

Instructor and Course Policies

Absences and Make-Up Work

Absences in graduate school are generally not acceptable. The instructor does understand that in some circumstances, such as a major illness, there may be missed classes. Should students miss class, then they need to contact the instructor as soon as possible. Unexcused absences will affect negatively students' grades. Only excused absences are allowed. Should students miss a class, make-up assignments will be allowed only for excused absences. Students, when they return, must give the instructor written documentation, such as a note from their doctor, which covers the days that they missed. **ONLY** with documentation will students be granted an excused absence and be able to make up work. Students who submit work early but then miss class on the work's due date will also need to provide some form of documentation for the days missed. Otherwise, the work will not be accepted. Students cannot make up work or receive credit for work with unexcused absences. **ALL make-up work must be turned in no later than one (1) week after students return to class. No work will be accepted after the one (1) week period. In order for students to stay on schedule for their anticipated graduation date, they must follow all due dates and guidelines in the syllabus.** If students miss a meeting, then they should contact the instructor with any specific questions regarding that day's meeting.

Incompletes

A grade of an Incomplete is granted rarely. Incompletes will be granted only after the last day to drop a course and will be granted only to students who have experienced a major catastrophic event. Students must provide some form of written documentation that provides evidence of the catastrophic event.

Withdrawal, Drop Dates, Assignment Due Dates, and Important University Dates

Students who feel that they need to drop the class must go to the Registrar's Office and complete the withdrawal forms. It is each student's responsibility to withdraw from a class. Also, it is each student's responsibility to be aware of all add and drop dates for classes and to be aware of all guidelines in the syllabus and due dates for class assignments. Students should refer to the University Calendar for important dates, such as graduation deadlines. The calendar can be viewed at <https://www.tamuct.edu/>

Plagiarism

Plagiarism is copying or using the words or the ideas of another individual(s) and submitting that work as one's own original work. All material taken from any source, including books, articles, journals, the Internet, or any other sources, must be paraphrased (put in your own words), if quoted, set off in quotation marks, and cited correctly. Plagiarism will be discussed in detail on the first day of class. **Should students have any questions about paraphrasing, using quotations, citing material, or documenting sources, then they should ask questions during meetings or come by the instructor's office and discuss these concerns.**

Work that is deemed plagiarized will result in the grade of a zero (0) for the assignment. VeriCite on Canvas will be checking for plagiarism. Students will submit each assignment via Canvas, and each assignment will be checked for plagiarism. Students who receive a mark of fifty percent (50%) or more for plagiarism will earn a zero (0) for the

assignment. Also, students will earn a failing grade (fifty percent (50% F) or lower) for an assignment when there is evidence that the plagiarism is from a purchased paper or when there is evidence of blatantly copying sources without paraphrasing. When there is evidence of plagiarism, students' papers will be submitted to the Division of Students Affairs for review.

Cheating

Cheating is assisting other students with completing class projects. Also, cheating includes the use of any unauthorized materials to complete any assignments. **The penalty for cheating will be a zero (0) for the assignment.** When there is evidence of cheating, students' work will be submitted to the Division of Students Affairs for review.

Academic Integrity

For more information about Academic Integrity and each student's responsibilities regarding academic integrity, please review the information at <https://www.tamuct.edu/departments/studentconduct/academicintegrity.php>

Technology Requirements and Support

Technology Requirements

This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com/>] or access Canvas through the TAMUCT Online link in myCT [<https://tamuct.onecampus.com/>]. You will log in through our Microsoft portal.

Username: Your MyCT email address. Password: Your MyCT password

Canvas Support

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

Other Technology Support

For log-in problems, students should contact Help Desk Central

24 hours a day, 7 days a week

Email: helpdesk@tamu.edu

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [http://hdc.tamu.edu]

Please let the support technician know you are an A&M-Central Texas student.

Course and University Procedures and Policies **Drop Policy**

If you discover that you need to drop this class, you must complete a [Drop Request Form](#) [https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly

conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more [information regarding the Student Conduct process](#),

[<https://www.tamuct.edu/student-affairs/student-conduct.html>].

If you know of potential honor violations by other students, you may [submit a report](#),

[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Academic Accommodations

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](#) Canvas page (log-in required)
[<https://tamuct.instructure.com/courses/717>]

Important information for Pregnant and/or Parenting Students

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit [Student Affairs](#) [<https://www.tamuct.edu/student-affairs/index.html>]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines](#) online, please visit the website [<http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf>].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

Tutoring

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111. Tutor.com tutoring **will not** offer writing support beginning August 1, 2019.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or have any other question, contact Academic Support Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at deeadra.albertgreen@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

University Writing Center

Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free workspace open to all TAMUCT students from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours in the University Library Monday thru Thursday from 6:00-9:00 p.m. This semester, the UWC is also offering online only hours from 12:00-3:00 p.m. on Saturdays.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay,

proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WOnline](https://tamuct.mywconline.com/) [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC and/or need any assistance with scheduling.

University Library

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and

laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](http://tamuct.libguides.com/index)

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