

## **HIED 5305-115, CRN 60015, RESEARCH METHODS IN HIGHER EDUCATION**

**Summer 2023**

Texas A&M University-Central Texas

### **COURSE DATES, MODALITY, AND LOCATION**

**Dates:** June 5 – July 28, 2023; this is an 8-week course.

**Mode of instruction and course access:** This is an accelerated, online class. Course activities will occur within Canvas. This is our Learning Management System (LMS), which is accessed via <https://tamuct.instructure.com/>

### **INSTRUCTOR AND CONTACT INFORMATION**

**Instructor:** Lisa M. Bunkowski, PhD & EdD

**Office:** Founder's Hall, 424-B

**Campus Office Phone:** 254-501-5866

**Email:** [lisa.bunkowski@tamuct.edu](mailto:lisa.bunkowski@tamuct.edu), or use the Canvas Inbox

### **Office Hours**

I will generally hold office hours in my campus office on Monday and Wednesday mornings from 8 am to 10 am. However, due to my administrative position with the Center for Faculty Engagement, I may be pulled into meetings on or off campus, so feel free to contact me to schedule a meeting. We can arrange to meet in my office or via web conference.

### **Student-instructor interaction**

I monitor my university email and Canvas Inbox throughout the day. Generally, you will find it easier to reach me in the early morning rather than late at night. If you send an email, be sure to indicate the course number (HIED 5305) in the subject line.

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

**SAFEZONE.** SafeZone provides a public safety application that gives you the ability to call for help with the push of a button. It also provides Texas A&M University-Central Texas the ability to communicate emergency information quickly via push notifications, email, and text messages. All students automatically receive email and text messages via their myCT accounts.

Downloading SafeZone allows access to push notifications and enables you to connect directly for help through the app.

You can download SafeZone from the app store and use your myCT credentials to log in. If you would like more information, you can visit the [SafeZone](http://www.safezoneapp.com) website [[www.safezoneapp.com](http://www.safezoneapp.com)].

To register SafeZone on your phone, please follow these 3 easy steps:

1. Download the SafeZone App from your phone store using the link below:
  - [iPhone/iPad](https://apps.apple.com/app/safezone/id533054756): [<https://apps.apple.com/app/safezone/id533054756>]
  - [Android Phone / Tablet](https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp) [<https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp>]
2. Launch the app and enter your myCT email address (e.g. {name}@tamuct.edu)
3. Complete your profile and accept the terms of service

## COURSE INFORMATION

### Course Overview and description

This course provides a general overview of research in the field through an introduction to research methodologies and basic statistics.

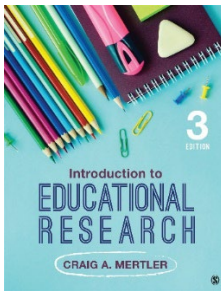
### Course Student Learning Outcomes (CLOs)

1. Identify and reference historical documents that state the philosophical foundations of the profession.
2. Articulate the differences between quantitative and qualitative approaches.
3. Demonstrate an understanding of basic descriptive and inferential statistics.
4. Develop a mock research project [proposal].

### Required Reading and Textbook(s)

Mertler, C. A. (2022). *Introduction to Educational Research* (3rd ed). Sage Publications.  
ISBN 9781544388311

**Note:** There are hard-copy, paperback, and eBook versions of this book available to purchase and to rent from a variety of sources. You might consider sharing with a friend in the class. The University Library also has an eBook version (but only one copy, so it may not be available when you need access). Be sure the book cover looks like this:



Other course materials will be made available through the course in Canvas.

### Suggested Textbook Information

APA Style - throughout the program, you will use the *Publication Manual of the American Psychological Association, 6th ed.* (2010), or the new *7th ed.* (2020).

### COURSE REQUIREMENTS (Brief overview; more details and grading rubrics in Canvas)

1. **Discussions.** Participation in class discussion is an important part of learning. There will be opportunities for synchronous (live) and asynchronous discussion of course concepts and projects. These conversations will not be graded but will help you with your learning.
2. **Quizzes.** There will be weekly quizzes over course concepts. These are low-stakes and designed to emphasize learning for mastery. More details are provided in Canvas.
3. **Annotated Bibliography.** You will complete a tutorial, then compile and submit your annotated bibliography. We will discuss the purpose of the assignment and how it supports your research proposal. More details are provided in Canvas.
4. **Leadership Interview Essay.** We will have at least one guest interview for the class. You will two submit **interview questions** and can participate during the interview (if your schedule allows). The questions should focus on leadership philosophy and topics related to educational research. Based

on the interview, each student will write a reflective essay of at least five pages. More details about expectations are included in Canvas.

5. **Mock Research Proposal.** This is the major project. You will submit a Research Proposal following the course guidelines, APA format, and our discussions in Canvas. Note, you will not conduct the research project; this is an exercise in working through the steps required for a research proposal. Instructions and expectations are provided in Canvas.
6. **Final Exam.** You will take the timed final exam online during the last week of the course. You will have 90 minutes to complete the multiple choice, true-false, and short essay questions. The Canvas timer starts when you open the exam, so you need to be prepared to complete it at that time. The questions come from our course materials and discussions, and they are aligned with our Course Learning Outcomes. The questions address the definition and purpose of educational research, foundations of educational research, different aspects of various research methodologies and statistics.

**Grading Criteria Rubric and Conversion (Total: 150 points)**

- Quizzes (6 @ 10-points each; **60-points total**)
- Annotated Bibliography & Tutorial (**15-points total**)
- Leadership Interview Questions & Essay (**20-points total**)
- Research Proposal (**30-points**)
- Final Exam (**25-points**)

**Final Grades** will be computed according to the following scale:

- A = 90-100% (135-150 points)
- B = 80-89.9% (120-134 points)
- C = 70-79.9% (105-119 points)
- D = 60-69.9% (90-104 points)
- F = 59-0% (0-89 points)

**Posting of Grades**

- Students will submit their work through the assignment submission pages in Canvas. The instructor will review and return student work through the Canvas grade book. Students can monitor their status in the course through the Canvas grade book, as well.
- Assignments are due by midnight (Killeen, Texas time) on each due date.
- Brief assignments such as quiz feedback will be returned no later than the following Wednesday morning. Longer assignments, such as the Leadership Interview Essay will be returned no later than the following Sunday. Students will be notified of any delays.
- \*10% penalty for late work unless approval for late submission was given by Dr. Bunkowski.
- All late work must be submitted before July 28.

**Weekly Schedule**

**Module 1: Understanding Educational Research**

<b>Weeks</b>	<b>LOs</b>	<b>Topic</b>	<b>Read</b>	<b>Assignments</b>
<b>Week 1</b> (June 5–11)	LOs 1-3	Welcome & Introduction to Educational Research	Ch. 1 in Mertler Review Week 1 materials	Introduction Syllabus Confirmation
<b>Week 2</b> (June 12–18)	LOs 1-3	The Educational Research Process	Ch. 2 & 3 in Mertler Review Week 2 materials	Quiz 1 Interview Questions

<b>Week 3</b> (June 19–25)	LOs 1-3	Ethics & Research Literature	Ch. 4 & 5 in Mertler Review Week 3 materials	Quiz 2 Tutorial Annotated Bibliography
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### Module 2 Designing Education Research

<b>Week 4</b> (June 26–July 2)	LOs 1-3	Qualitative Methods	Ch. 6 in Mertler Review Week 4 materials	Quiz 3 Class Interview
<b>Week 5</b> (July 3–9)	LOs 1-3	Quantitative Methods & (very) Basic Statistics	Ch. 7 in Mertler Review Week 5 materials	Quiz 4
<b>Weeks 6</b> (July 10–16)	LOs 1-3	Mixed Methods	Ch. 8 & 9 in Mertler Review Week 6 materials	Quiz 5 Leadership Essay
<b>Week 7</b> (July 17–23)	LO 4	Writing a Proposal	Ch. 10 in Mertler Review Week 7 materials	Quiz 6 Research Proposal

### Module 3 Sharing Educational Research

<b>Week 8</b> (July 24–28)	LOs 1-4	Wrapping up the Course	Review Week 8 materials	Final Exam
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**Important University Dates:** Summer 2023 (be sure to monitor the [Academic Calendar](#) online for additional dates, information, and updates).

Date	Description
June 5	Classes Begin for First 5-, 10-, and 8-Week Session
June 12	Deadline to Drop 8-Week Classes with No Record
June 19	Juneteenth (University Closed)
July 4	Independence Day (University Closed)
July 7	Deadline for Graduation Application for Ceremony Participation
July 14	Deadline to Drop 8-Week Classes with a Quit (Q) or Withdraw (W)
July 14	Student End of Course Survey Opens (8-Week Classes)
July 28	Classes End for 8-Week Session

## TECHNOLOGY REQUIREMENTS AND SUPPORT

### Technology Requirements

This course will use the A&M-Central Texas Instructure Canvas learning management system. We strongly recommend the latest versions of Chrome, Firefox, Edge, or Safari browsers. Canvas will run on Windows, Mac, Linux, iOS, android, or any other device with a modern web browser. **Canvas no longer supports any version of Internet Explorer.**

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/>] by clicking on the “TAMUCT Online Canvas” tile. You will then log in through our Microsoft portal.

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

### Canvas Support

Use the Canvas Help tab at the bottom of the left-hand menu, for issues with Canvas. You can search the support articles or use the Email, Call, or Chat buttons at the bottom of the support pop-up to contact the Canvas Help Desk. 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](mailto: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.*

### **UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES**

#### **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 Warrior Center for Student Success, Equity 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](https://tamuct.instructure.com/courses/717) Canvas page (log-in required) [https://tamuct.instructure.com/courses/717]

#### **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. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. All academic misconduct concerns will be referred to the Office of Student Conduct. 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), [https://www.tamuct.edu/student-affairs/student-conduct.html].

If you know of potential honor violations by other students, you may [submit a referral](https://cm.maxient.com/reporting.php?TAMUCentralTexas), [https://cm.maxient.com/reporting.php?TAMUCentralTexas].

#### **Drop Policy**

If you discover that you need to drop this class, you must complete the [Drop Request](https://eis-prod.ec.tamuct.edu:443/samlssso&SpSessionAuthnAdapterId=tamuctDF&TargetResource=https%3a%2f%2fdynamicforms.ngwebsolutions.com%2fSubmit%2fStart%2f53b8369e-0502-4f36-be43-f02a4202f612) Dynamic Form through Warrior Web.

[https://federation.ngwebsolutions.com/sp/startSSO.ping?PartnerIdId=https://eis-prod.ec.tamuct.edu:443/samlssso&SpSessionAuthnAdapterId=tamuctDF&TargetResource=https%3a%2f%2fdynamicforms.ngwebsolutions.com%2fSubmit%2fStart%2f53b8369e-0502-4f36-be43-f02a4202f612].

Faculty cannot drop students; this is always the responsibility of the student. The Records and Admissions Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Records and Admissions 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 Records and Admissions 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.

#### **Pregnant and/or Parenting Students Rights and Accommodations**

A&M-Central Texas supports students who are pregnant, experiencing pregnancy-related conditions, and/or parenting. In accordance with requirements of [Title IX and related guidance from US Department of Education's Office of Civil Rights](#), the Associate Dean in the Division of Student Affairs, (254) 501-5909, can assist students who are pregnant, experiencing pregnancy-related conditions, and/or parenting by provide flexible and individualized reasonable accommodations. Students should seek out assistance as early in the pregnancy as possible through the [Pregnancy & Parenting webpage](#) [<https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html>]. For more information, please visit [Student Affairs](#) [<https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html>]. 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](#) specifically prohibits discrimination against a student based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery from any of these conditions [<https://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.html>].

Students experiencing any form of discrimination due to any of these conditions are encouraged to reach out to the Title IX Coordinator, 254.519.5716, [titleix@tamuct.edu](mailto:titleix@tamuct.edu), Founders Hall 317B, or the Associate Dean of Student Affairs, 254.501.5909, Warrior Hall 105.

### **Title IX Rights and Reporting Responsibilities**

A&M-Central Texas is committed to creating a safe and open learning environment for all students. If you or another student has experienced any form of gender discrimination or sexual misconduct, including sexual harassment, sexual assault, dating/domestic violence, and/or sex-based stalking, help and support are available. Our university strongly encourages all members of our campus community to report incidents and seek support for gender discrimination and sexual misconduct through the Title IX Office. You may contact the Title IX Office at 254.519.5716, [titleix@tamuct.edu](mailto:titleix@tamuct.edu), Founders Hall 317B, or learn more by visiting the [Title IX webpage](#) [<https://www.tamuct.edu/compliance/titleix.html>].

Please be aware that that under [Title IX](#), [Texas Senate Bill 212](#), and [System Regulation 08.01.01](#), [<https://policies.tamus.edu/08-01-01.pdf>] all university employees are mandated reporters and are required to disclose information about suspected or alleged violations as listed above and defined in System Regulation 08.01.01. If the Title IX Office receives information about an incident, they will reach out to offer information about resources, rights, and procedural options as a member of the campus community. Although I have an obligation to report, you will, in most cases, control how your case will be handled. When working with the Title IX Office you will have access to resources and accommodations but also have the opportunity to express if you wish to move forward with an investigation. Our goal is to make sure you are aware of the options available to you as a student. Community members are not required to respond to this outreach.

If you or another student wishes to speak to a confidential employee who does not have this reporting responsibility, you can contact the [Student Wellness & Counseling Center](#), [<https://www.tamuct.edu/student-affairs/student-counseling.html>], 254.501.5955, or [swacc@tamuct.edu](mailto:swacc@tamuct.edu), located in Warrior Hall Room 207L or the Student Support Advocate, 254.501.5978 or [ssa@tamuct.edu](mailto:ssa@tamuct.edu), located in founder Hall Room 317D.

### **Tutoring and Success Coaching**

Tutoring and success coaching services are available to all A&M-Central Texas students, both virtually and in-person.

To schedule tutoring sessions or view tutor availability, please contact [Warriorcenter@tamuct.edu](mailto:Warriorcenter@tamuct.edu) or visit Warrior Hall, 111.

If you have questions about these or other academic support services or are interested in becoming a tutor, please contact the Warrior Center for Student Success, Equity and Inclusion at (254) 501-5836, email us at [WarriorCenter@tamuct.edu](mailto:WarriorCenter@tamuct.edu). You are welcome to visit the Warrior Center at Warrior Hall, suite 212.

*Chat live with a remote 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 except writing support. Access Tutor.com through Canvas.*

### **University Library & Archives**

The University Library & Archives provides many services in support of research across campus and at a distance. We offer over 350 electronic databases containing approximately 631,525 eBooks and 75,149 journals, in addition to the 97,443 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 virtually through WebEx, Microsoft Teams or in-person at the library. [Schedule an appointment here](#) [<https://tamuct.libcal.com/appointments>]. 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 workspaces, 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](#) [<https://tamuct.libguides.com/index>]

### **University Writing Center**

University Writing Center: For the summer semesters, all University Writing Center (UWC) tutoring services are entirely online. The hours of operation are from 10:00 a.m.-4:00 p.m. Monday through Thursday with additional hours Monday through Thursday nights from 6:00-9:00 p.m. The UWC is also offering 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 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](mailto:bruce.bowles@tamuct.edu) if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

## **OTHER POLICY STATEMENTS**

### **A Note about Sexual Violence at A&M-Central Texas**

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Wellness and Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/compliance/titleix.html) [https://www.tamuct.edu/compliance/titleix.html].

### **Behavioral Intervention**

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the [referral](#) online

[https://cm.maxient.com/reporting.php?TAMUCentralTexas].

Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](#) website for more information [https://www.tamuct.edu/bit]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5805.

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### **Copyright Notice**

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

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