School of Education & Human Services

Research Program Mission Statement

The mission of the Research Program is to cultivate educator-scholars by providing graduate-level instruction and mentorship in writing, evaluating scholarly literature, collecting and analyzing data, and developing evidence-based recommendations. The Research Program promotes social justice, academic integrity, critical thinking, and effective communication.

<table>
<thead>
<tr>
<th>Course</th>
<th>Professor</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester</strong></td>
<td><strong>Name</strong></td>
</tr>
<tr>
<td>Fall</td>
<td>Dr. Marsha Bolden</td>
</tr>
<tr>
<td><strong>Number</strong></td>
<td><strong>Telephone</strong></td>
</tr>
<tr>
<td>EDUC/COUN 6327 - Online</td>
<td>(972) 639-7378</td>
</tr>
<tr>
<td><strong>Title</strong></td>
<td><strong>Email</strong></td>
</tr>
<tr>
<td>Educational Research Design</td>
<td><a href="mailto:mbolden@stthom.edu">mbolden@stthom.edu</a></td>
</tr>
<tr>
<td>and Data Analysis</td>
<td></td>
</tr>
<tr>
<td><strong>Section</strong></td>
<td><strong>Office Hours</strong></td>
</tr>
<tr>
<td>KS56</td>
<td>Tuesdays and Thursdays 7-9pm</td>
</tr>
<tr>
<td><strong>Location</strong></td>
<td><strong>Location</strong></td>
</tr>
<tr>
<td>Online</td>
<td>Email or Telephone</td>
</tr>
<tr>
<td><strong>Time</strong></td>
<td></td>
</tr>
<tr>
<td>****</td>
<td></td>
</tr>
</tbody>
</table>

| **Prerequisites**             | None                       |
| **Course Description**        | Designed to introduce quantitative and qualitative research designs, methods, and data analysis techniques in education. Topics include ethical issues in research, construction and evaluation of measurement tools, critical analysis of research methods, use and interpretation of descriptive and inferential statistics, and analysis and synthesis of qualitative data. |
Major Learning Outcomes
By the end of this course, you will be able to:

1. Describe the values, assumptions, and process of action research.
2. Formulate educational research questions and hypotheses.
3. Create a survey that reflects considerations of sampling, reliability, and validity.
4. Apply various action research designs to typical educational research questions.
5. Analyze quantitative and qualitative data with the appropriate techniques.
6. Develop a mixed method action research plan to answer a research question of interest.

Evaluating the Course: IDEA Course Objectives
The research program and your professor greatly value feedback. In addition to providing informal feedback throughout the course, you are strongly encouraged to complete the end-of-course evaluation. This is one of the main ways we have to assess the quality of the course (and the professor) and make improvements. The University of St. Thomas uses IDEA Center’s evaluation. As part of this evaluation, you will be asked to rate how effective the course and the professor were for helping you achieve the following objectives. Please be thoughtful in your evaluation and provide suggestions for improvement. We strive for a 100% response rate, with reliable and valid responses!

- Acquiring skills in working with others as a member of a team.
- Developing skill in expressing myself orally or in writing.
- Learning how to find, evaluate, and use resources to explore a topic in depth.
- Learning appropriate methods for collecting, analyzing, and interpreting information.

Professional Association Standards Guiding this Course
The course objectives and outcomes of both research courses (EDUC/COUN 6326 and 6327) are consistent with the American Educational Research Association’s “Standards for Reporting on Empirical Social Science Research in AERA Publications” (AERA, 2006). The following areas are covered in the two-course research sequence and conform to AERA’s expectations.

1. Problem Formulation
2. Design and Logic
3. Sources of Evidence
4. Measurement and Classification
5. Analysis and Interpretation
6. Generalization
7. Ethics in Reporting
8. Title, Abstract, and Headings

Social Justice Tenets Guiding this Course
The content and goals of this course are consistent with three tenets of Catholic social
justice teaching that inform the School of Education programs.

- **Subsidiarity:** Educational institutions should be organized and governed as much as possible by the community being served; education should only be controlled at higher levels of society when it cannot be done effectively locally.
- **Dignity and rights of children:** Children possess full human dignity and are bearers of rights which should be recognized and upheld in educational processes.
- **People have a right to an education:** All people have a responsibility, for the good of society, to contribute to and foster education.

The Research Program encourages high-quality educational research that can help to improve the education—and thus the lives—of all people, particularly those who are disadvantaged, traditionally underserved, and at-risk. The Catholic social justice tenet *putting the needs of the poor and vulnerable first* underscores the importance of educational research that promotes the elimination of poverty and discrimination.

---

**Major assignments, due dates, and percentages of course grade**

Students must earn a letter grade of **B- or better** to receive credit for this Core class.

**I. Written Assignments: 75% of grade**

This course is designed to be a practical, hands-on introduction to issues related to action research, data collection, data analysis, and interpretation of findings. The major assignments will assess your ability to apply research skills to an educational topic that you are interested in as well as your ability to make sense of others’ research.

1. Group Survey construction, data collection, AR summary report, and group agreements (20%) – due *09/19/2016*
2. Group AR facilitated discussion and reply (10%) - due *10/17/2016*
3. Partner interview and mini case study (10%) – due *10/31/2016*
4. Individual MMAR plan (25%) – due *12/05/2016*
5. MMAR Plan facilitated discussion and reply (10%) – due *12/05/2016*

Details about each assignment are provided below, after the Course Schedule.

Assignments must be submitted to the professor in Blackboard before *11:59 p.m.* on the due date. **Please name the file Lastname_Firstname_survey** (for the survey assignment), **Lastname_Firstname_dataset1** (for the first dataset assignment), etc. It is your responsibility to ensure that the professor receives your documents. Five points per day will be deducted from any assignment turned in late.

In addition, failure to complete any assignment will result in a zero for the assignment grade and a one-half grade decrease of your final grade (e.g., if your final grade was a B, you would receive a B-). If you miss an assignment, please speak with your professor to discuss a plan for preventing future missed work.

All work must be written in APA style, using MS Word. Font must be Times New Roman, 12-point, and double-spaced, and margins must be 1-inch. Additional
information is provided below about each assignment.

II. Participation and discussion: 25% of grade

Participation is defined as active contribution to group activities, completion of Discussion Boards, and completion other assignments (details provided below). You are expected to participate in all activities in a professional manner. Any unprofessional behavior will result in zero credit for this portion of the grade.

If you miss one participation assignment, you must meet with the professor to discuss a plan for preventing future missed work. For a discussion board that requires a reply, both the post and reply must be completed on time to receive credit for the assignment. Furthermore, if you miss a participation assignment, you will not receive participation credit for the missed work, regardless of the reason for non-participation. Please keep the professor informed of any emergency circumstances before an absence occurs so that alternative plans can be arranged. More than one missed assignment may result in administrative withdrawal from the class.

Major Participation activities and percentage of overall course grade

1. DB: Ethics in Research (LM2) (5%) – due *09/12/2016*
2. DB: Qualitative Research (LM8) (5%) – due *11/07/2016*
4. Participation assignments include other DBs (10%) - due throughout the semester

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Points</th>
<th>Numeric Range Set by Professor</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>93 – 100</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>90 – 92</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
<td>87 – 89</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>83 – 86</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
<td>80 – 82</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
<td>77 – 79</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>73 – 76</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
<td>70 – 72</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
<td>67 – 69</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>60 – 67</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
<td>&lt; 60</td>
</tr>
</tbody>
</table>

Student Accommodations

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, the professor will make all possible and reasonable adjustments in policies, practices, services, and facilities to ensure equal and optimal
educational programs and activities. Whenever a special accommodation is necessary to ensure access to full participation by students with disabilities, the student must inform the professor of any disability or needed accommodations.

The University Office for ADA Compliance may ask to seek proof of disability and specify accommodations as requested by students. Students with special needs should inform the professor within the first two weeks of class. Students must also contact the Office of Counseling and Disability Services (2nd floor of Crooker Center) by calling Dr. Rose Signorello at 713-525-3162 or Ms. Debbie Jones at 713-525-6953; the Office is open 8-5 Monday through Friday.

The accommodations will become official when the professor receives official, written notification from the officer in charge of ADA compliance. Students should contact the professor immediately if new needs arise. Students can see the professor before or after class or request another time to discuss any matters. All information will be confidential.

<table>
<thead>
<tr>
<th>Professional Standards of Behavior for Students and Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Academic integrity</strong></td>
</tr>
<tr>
<td>Master's-level students in the School of Education demonstrate integrity in all of their activities, both personal and professional. Any unprofessional behavior or failure to adhere to the honor system is a serious violation of integrity and may result in failure of the course.</td>
</tr>
</tbody>
</table>

**Plagiarism** involves taking credit for another person’s work. You must cite sources in APA style any time source material (e.g., books, journal articles, internet material, etc.) has been used, paraphrased, or quoted. Quoted material must be placed in quotation marks and referenced appropriately. Please note that copying information directly from a source without giving credit, using friends’ work, buying papers online, re-using one’s own work from previous classes, etc., all constitute plagiarism.

Any instance of plagiarism will result in failure of the course and may result in dismissal from UST. Ignorance is no excuse; if you remain uncertain about the guidelines for using and citing source material after these issues are addressed in class, you should seek input from the professor.
**Technology Requirements and Guidelines**

This course relies heavily on Blackboard 9, which is best viewed in the Firefox or Chrome browser. (A free download can be obtained at [www.firefox.com](http://www.firefox.com) or [www.google.com/chrome](http://www.google.com/chrome).) Please familiarize yourself with Blackboard through the tutorial (in the Start Here! menu).

Additional information about technology requirements, skills, and Netiquette can be found on the Start Here! page in Blackboard.

---

**Use of UST email accounts**

You are encouraged to use your UST email account. The professor may send messages to through Blackboard, which uses your UST address. If you have linked your UST account to another account, be sure to periodically clean out your UST mailbox so that it doesn’t become overloaded (which can prevent you from receiving new emails).

---

**Professor availability**

The professor will be available for consultation during office hours and during scheduled appointments. It is strongly recommended you not wait until too late in the course before seeking guidance. Please come prepared with questions so that the consultation time can be spent effectively.

---

**Language diversity**

The University of St. Thomas values the ability to speak more than one language. The Master’s programs at UST are especially sensitive to issues of language diversity. The professor is available to meet with you if you need help with written English. In addition, computer support is available if you need additional review of English fundamentals.
Course Introduction:
This course is divided into two parts. The first half of the semester is focused on a group AR project that will provide you with guided instruction for your work in the second half of the semester. The second half of the semester, you will work on your individual MMAR Plan with support from your research buddy and, as always, your professor.

This course is very intense and fast paced. Do not get behind. I hope you find what you learn in this course worthwhile in helping you grow and hone your skills as a professional educator and a scholar practitioner. Throughout this course, I urge you to look for ways to apply what you are learning to your everyday life as an educator. Action research is the focus of this course and was intentionally chosen because it uses your experience as a practitioner and others’ experiences as reported in the research literature and presented at conferences to improve educational practice. It has been used successfully throughout education and other disciplines for many years to lead change in the classroom, schools, and educational systems. The skills you learn in this course are designed to enhance your effectiveness as scholar practitioner in whatever role you choose.

<table>
<thead>
<tr>
<th>Learning Module</th>
<th>Date</th>
<th>Instructional Focus</th>
<th>Learning Outcomes</th>
<th>Activities</th>
<th>Assignments due</th>
</tr>
</thead>
</table>
| Orientation     |      | Orientation and Introduction |                  | ✓ Review syllabus.  
✓ Read course policies carefully (in syllabus).  
✓ Take orientation quiz. | ✓ Complete Orientation Quiz  
✓ Complete 6327 Pre Survey DUE 08/29/2016 |
| 1               |      | What is action research?  
Values, assumptions, and process Ethics in research | 1 | ✓ Mini-lecture – Action Research (AR)  
✓ Reading (see Blackboard) | ✓ DB: Meet & Greet  
✓ DB: Group Ethics Project – Group Information (Grp post) DUE 09/05/2016 |
| 2               |      | Who am I as an action researcher?  
Developing your research identity | 1 | ✓ Reading (see Blackboard)  
✓ Watch assigned video on Ethical Issues | ✓ DB: Ethics in Research (Grp post and individual reply) |
| 3 | What do we know? Applying AR Pre-step – Context and Purpose & Step 1 – Constructing | 2 | ✓ Complete Rokeach Values Survey (linked in Blackboard).  
✓ Select group members for AR group project. | ✓ Post Rokeach Values Survey  
✓ **DUE 09/12/2016** |

|  | Choosing a group research project and conducting the literature review. |  | ✓ Read Group AR Project Overview  
✓ Mini Lecture: Research Questions and Hypotheses  
✓ Readings (in BB)  
✓ Participate in Group Meetings to Organize Group Members – complete group agreements -see below  
✓ **Individually** - choose a topic & prepare to participate in Group Meeting –  
✓ **Group Meeting** - Choose a research topic for the group research project  
✓ **Individually** – Find and summarize a peer reviewed article on group research topic & prepare to participate in Group Meeting –  
✓ **Group Meeting** - Review literature and finalize study purpose | ✓ **Conduct Group Meetings to—** Organize the group, decide on the AR topic/ question, and review literature and finalize topic, purpose, and question. Post results of each meeting where the group members can access the documents | ✓ **DUE 09/19/2016** |
| 4 | What is the plan for action?  
Applying AR Step 2 – Planning Action  
Creating a survey | 3 | ✓ Mini-Lecture: Surveys  
✓ Mini Lecture: Sampling, Reliability, & Validity  
✓ Individually create quantitative and qualitative questions for survey & prepare to participate in Group meeting –  
✓ Group Meeting - Finalize survey items and survey | ✓ Self-check Quiz  
✓ Conduct Group Meeting – Choose survey items and finalize survey  
✓ **DUE 09/26/2016** |
|---|---|---|---|
| 5 | What actions will we take?  
Applying AR Step 3 – Taking Action  
Administering the survey, collecting and entering data, and coding qualitative responses | 3,5 | ✓ Administer the survey  
✓ Individually enter the data for your quantitative and qualitative question into the excel spreadsheet (use template) and code qualitative responses & prepare to participate in Group meeting –  
✓ Group meeting - validate qualitative coding and finalize in preparation for data analysis | ✓ Conduct Group Meeting – Validate coding of qualitative questions and finalize  
✓ Choose topic for  
✓ **Individual AR** |

Begin individual AR research
|---|------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| 6 | **What do our results tell us?** Applying AR Step 4 – Evaluate Action (review & synthesis)  
Analyzing data | ✓ Mini-lecture: Descriptive Statistics  
✓ Tutorial: Creating APA Tables & Figures  
✓ Review AR Group Project Report requirements  
✓ Individually create table/figure for your quantitative and qualitative question (see instructions in BB) & prepare to participate in Group Meeting –  
✓ Group Meeting finalize data analysis and write report | ✓ Conduct Group Meeting – Finalize data analysis and write group report and plan facilitation  
✓ **DUE 10/10/2016** |

**Transition from Group Project to Individual Plan**

| 7 | **What will we share and what did we learn from this experience?** AR Step 4 – Evaluate Action (synthesis, sharing, and reflection)  
Completion of the Group AR | **Group Project**  
✓ Complete Final AR Group Report and all attachments and post  
✓ Complete facilitated discussion and post  
✓ Each group member | ✓ Post Final Group AR Project Report and attachments (one member posts)  
✓ DB: Group Facilitated |
<table>
<thead>
<tr>
<th></th>
<th>Project</th>
<th>Individual Project</th>
<th>Discussion (one member post, all members reply to other groups’ posts)</th>
</tr>
</thead>
</table>
|  | Prepare to transition to Individual AR Project | ✓ Review Overview of 2nd half of course  
✓ Work on literature review (4 articles – mix of qualitative and quantitative)  
✓ Refine guiding question & issue/concern statement  
✓ Choose research buddy for 2nd half of the course  
✓ Develop questions for mini case study interview. | ✓ Each group member – post  
Group Member Assessment for Professor only  
✓ DUE 10/17/2016 |
| 8 | What is the situation? AR Step 1 – Constructing - Using Qualitative Research  
Qualitative methods  
Mini case study | ✓ Mini Lecture: Qualitative Research  
✓ Reading in BB  
✓ Conduct partner interview for mini case study and post | ✓ DB: Qualitative Research  
(individual post and reply)  
✓ Post mini case study results |

4,5,6
<table>
<thead>
<tr>
<th>Week</th>
<th>Activity</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>What is the situation? AR Step 1 – Constructing – Using Quantitative and Mixed Methods&lt;br&gt;Quantitative and Mixed Methods Action Research</td>
<td>10/31/2016</td>
</tr>
<tr>
<td>10</td>
<td>Applying AR Step 1 Constructing – Literature Review &amp; AR Step 2 – Taking Action – Choosing your Statistic&lt;br&gt;Writing literature review and choosing statistic based on research question</td>
<td>11/14/2016</td>
</tr>
<tr>
<td>Week</td>
<td>Activity</td>
<td>Sections</td>
</tr>
<tr>
<td>------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>11</td>
<td>Step 2 – Planning Action</td>
<td>4,5,6</td>
</tr>
<tr>
<td>12</td>
<td>AR Step 2 – Planning Action – Final MMAR plan &amp; Self reflection</td>
<td>4,5,6</td>
</tr>
<tr>
<td>13</td>
<td>AR Pre-steps through Step 2 – Planning Action Final MMAR Plan</td>
<td>4,5,6</td>
</tr>
<tr>
<td>14</td>
<td>Sharing your Learning through a Facilitated Discussion &amp;</td>
<td>6</td>
</tr>
<tr>
<td>Course wrap-up</td>
<td>Survey</td>
<td>and reply to research buddy and one other classmate.</td>
</tr>
</tbody>
</table>

*The professor reserves the right to make changes to this syllabus during the semester. Please check Blackboard on a regular basis for updated information, announcements, and handouts.*