

AUBURN UNIVERSITY

APPROVAL FOR INDEPENDENT STUDY / DIRECTED READINGS

Part I – To Be Completed By Student

Name: KRISTIN ZIMMERMAN

Student ID#: 903628712

College:
CITEE

Major: ENV ED

Semester: Fall, 2015

Class #

Professor: Deborah Morowski, Ph.D.

Professor
Department:

CET

Grade Option: ~~X~~ Letter grade ☒ S/U

Number of credit hours to be awarded upon completion of course: 2

Part II – To Be Completed By Instructor

Faculty/student agreement/Syllabus must be attached.

I. Objective of the course:

To allow the student to complete directed readings and an IRB protocol

II. Nature of the teaching-learning process and the proposed schedule of meetings:

Meet every two weeks (face-to-face or virtually)

III. Proposed work products:

CITI training certificate, 3-5 page paper on readings, IRB protocol

IV. Criteria to assess the work products.

CITI certificate completed, doctoral level writing, completed and submitted IRB protocol

Student Signature

Date

Instructor Signature

Date

Department Head/Chair (or Dean)

Date

**College of Education Supplement to
AU Approval for Independent Study/Directed Readings Form**

The student is responsible for obtaining all compliance documentation and submitting it to the head of the department offering the course prior to the 10th class day (5th class day if summer semester). Compliance documentation consists of (1) the AU Approval for Independent Study/Directed Reading; (2) the College of Education Supplement; and (3) the syllabus. The department head forwards a copy of all compliance documentation to the Associate Dean of Academic Affairs for final approval (signature required in Part III).

Name of Student Requesting Individual Study

Kristin Zimbelman

Course number and Title

CTEE 7900 Independent Study

Fall 2015

Part I. Verification of Eligibility to Take an Individual Study Course

The student's advisor initials each of the following boxes if the eligibility requirement is met.



Junior standing or higher



Course taken for credit toward the student's major/minor (circle one)



Individual study course not offered as a regular course



No more than 9 hours of individual study coursework (i.e., X90X, X93X, X96X) is included on the student's degree program. (Written approval from the student's dean and the provost must be attached if taking the course would cause the student to exceed the 9 hour limit.)



Advisor's Signature

Alvin L. Moron

Date

8/11/15

Student's Signature

Note: If one or more of the eligibility requirements listed above are not met, the advisor must provide a rationale for approving an eligibility waiver. The student then secures the signatures below.

Date

8/14/15

IF AN ELIGIBILITY WAIVER IS BEING REQUESTED, attach a rationale for the waiver and obtain the following signatures. Signatures indicate approval of an eligibility waiver.

Instructor's Signature

Date

Signature of Head of Department offering course (or dean/associate dean if instructor serves as department head)

Date

Part II. Verification of Eligibility to Teach an Individual Study Course

The instructor offering the individual study course initials each of the following boxes if the eligibility requirement is met.



My course assignments do not exceed the 3 student limit for offering individualized coursework this semester.



I understand that I will not receive course load credit for teaching this individual study course.



Instructor's Signature

Alvin L. Moron

Date

8/11/15

Part III. Permission to Remain/Enroll in an Individual Study Course

The department head forwards all compliance documentation to the Associate Dean of Academic Affairs for final approval.

Fall 2006: If the associate dean's approval has not been obtained by the 10th class day, the student will be dropped from the course.

Spring 2007 and afterwards: Once all compliance documentation has been received, the associate dean will notify the department that the student may be enrolled in the course.



Signature of Associate Dean of Academic Affairs

Jim Wilson

Date

8/24/15

PROPOSAL GUIDELINES

for

Independent Study

(Prepare two copies: one for the instructor and one for the student)

A. Cover Page

1. Heading: CTEE 7900 Independent Study in (Area of Specialization).
2. Professor's Name
3. Title of project
4. Semester and Year
5. Student Information
 - a. Name
 - b. Address
 - c. Phone number and email address
6. Date
7. Contract sign off

KRISTIN ZIMMERMAN
(Student)
Deborah L. Marsh
(Professor)

8/14/15
(Date)
8/18/15
(Date)

B. Body of Proposal

1. The problem, activity or concern and its significance
Discuss the educational problem(s) involved in the specific area of the proposed study/project. Relate theory to practice.
2. Description of the problem, activity, or concern
Describe the features and major dimensions of the proposed problem, activity, area of study, or concern. Indicate and describe the variables associated with the proposed problem, activity, or concern.
3. Supporting evidence
Describe preliminary planning already accomplished, observations made, problems between theory and practice, and review of related literature that provide a rationale for the proposed objectives of the study or project.
4. Objectives
Write the specific objectives to be achieved by the proposed study or project. Each written objective should represent a variable or combination of variables (described in #2) affecting the evaluation of the problem. Describe variables and explain how they are to be measured or evaluated.
5. Activity Design
Describe the operational plan and indicate why the plan is appropriate for achieving the stated objectives. Describe how you envision the final product and its implications and/or possible contributions.
6. Activity Management
Indicate in chronological order the events and the time frame for their completion.
7. Resources
List the resources needed to complete activities and objectives and explain how they are to be used.
8. Evaluation
A final research paper/product and an oral presentation of the final paper/product are required. Propose an evaluation scheme for the final product that reflects the unique nature of the independent study.

**Auburn University Syllabus
CTEE 7900**

1. Course Number: CTEE 7900

Course Title: Independent Study

Credit Hours: 2

Prerequisites: None

Co-requisites: None

Dr. Deborah L. Morowski

5022 Haley Center

Office hours: Tuesday 12:30-3:30; Wednesday 10:00-12:00

2. Date Syllabus Prepared: August 2015

3. Texts or Major Resource

Resources will be determined by the professor in charge of the seminar and will reflect the nature of the topic of study

4. Course Description

This course is designed to give students an opportunity to pursue topics of special interest that extend learning in other courses the students have taken or that are not treated in other course offerings. Each student develops an individual plan of study, which the professor approves before work begins. Students' learning efforts are guided toward completion of objects in the plan through regularly scheduled conferences with the professor.

5. Course Objectives

Students will be able to:

- A. Identify a specific area of interest to study.
- B. In consultation with the professor, select a topical area of study.
- C. Write a proposal to guide completion of the study. The proposal will include a description of the study, objectives, methodology to be used in completing the study or project, and assessment/evaluation procedures.
- D. List references used during the completion of the study.
- E. Submit evidence of study/project completion, e.g. a finished product or paper.

6. Course Content

the course is designed to provide students an opportunity to initiate study of a specific topic or completion of a project through directed independent study. Students will gain experience in conceptualizing a study or project, reviewing related literature, using various libraries and resource centers, and conducting computer-assisted searches in a specific area of interest. In addition, students will assume responsibility for completion of the project or study and presenting it in a paper or finished product.

7. Course Requirements

- A. Attend an orientation session with professor.
- B. Identify a topic and obtain approval from professor.
- C. Write a proposal describing the study/project and a plan for completing and evaluating the study/project.

- D. List references, using the *Publication Manual of the American Psychological Association* (6th edition).
- E. Schedule a minimum of six visits with professor during the semester (checkpoints to be established for each meeting.)

8. Justification for Graduate Credit

A. This course will allow individual graduate students to pursue in-depth study of advanced topics within their respective areas of specialization. Although guided by the professor at periodic checkpoints, the course requires independent work of the student to design, develop, and produce a product for presentation and examination.

9. Rubric and Grading Scale:

Grades will be based on level and quality of class and written work. Each written assignment will be reviewed and feedback given for revision where desired. **All assignments must be typewritten and double-spaced. Use size 12-font.** The course grade will be assigned as S or U.

10. Class Policy Statements

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event of an absence.

If an instructor chooses to require attendance, the attendance policy must be consistent with the university attendance policy outlined in the *Tiger Cub*. Instructors may not invoke grade penalties for appropriately documented excused absences.

Excused Absences: Students are granted excused absences from class for the following reasons: Illness of student or serious illness of a member of the student's immediate family, the death of a member of the student's immediate family, trips for student organizations sponsored by an academic unit, trips for University classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays.

Students who wish to have an excused absence from this class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please see the *Student Policy eHandbook* for more information on excused absences (<http://www.auburn.edu/studentinfo/studentpolicies/>). **Each unexcused absence may result in the lowering of the final course grade by one letter grade.**

Make-Up Policy: Arrangement to make up missed major examinations (e.g. hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week from the end of the period of the excused absences. Except in unusual circumstances, such as continued absence of the student or the advent of University holidays, a make-up exam will take place within two weeks from the time that the student initiates arrangements for it. Except in extraordinary circumstances, no make-up exams will be arranged during the last three days before the final exam period begins. The format of the make-up exam will be as specified by instructor.

Disability Accommodations: Students who need accommodations are asked to arrange meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternate time can be arranged. To set up this meeting,

please contact me by e-mail. If you have not established accommodations through the Office of Accessibility, but need accommodations, make an appointment with the Office of Accessibility, 1228 Haley Center, 844-2096 (V/TT).

Honesty Code: All portions of the Auburn University student academic honesty code (Title XII) found in the *Student Policy eHandbook* will apply to this class. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Plagiarism: All assignments are subject to plagiarism check. Any assignment determined to contain plagiarized material will receive a zero and the student may be subject to disciplinary action in accordance with the Auburn University policies as listed in the Student Academic Honesty Code in the Student e-Policy Handbook.

Course contingency: If normal class and/or lab activities are disrupted due to illness, emergency, or crisis situation, the syllabus and other course plans and assignments may be modified to allow completion of the course. If this occurs, an addendum to your syllabus and/or course assignments will replace the original materials.

Professionalism: As faculty, staff, and students interact in professional settings, they are expected to demonstrate professional behaviors as defined in the College's conceptual framework. These professional commitments or dispositions are listed below:

- Engage in responsible and ethical professional practices
- Contribute to collaborative learning communities
- Demonstrate a commitment to diversity
- Model and nurture intellectual vitality

CTEE 7900 Independent Study in Elementary Education

Dr. Deborah Morowski

Completion of Proposal Defense Toward Dissertation and IRB Protocol

Fall 2015

Kristin Zimbelman

607 Linden Lane/Prattville, AL/36066

334-595-2525/kaz0002@tigermail.auburn.edu

August 18, 2015

1. *The problem, activity or concern and its significance*

Additional support is needed to complete the dissertation proposal defense, as well as completion of IRB protocol. An additional semester of guided advisory support will aid in this endeavor. The student has completed all of the necessary coursework and is focused solely on completing the dissertation at this point.

2. *Description of problem, activity, or concern*

Defense of the dissertation proposal consists of presentation of an overview of three of the five dissertation chapters. This independent study will consist of completion of the revisions of chapter two (the literature review) and chapters one and three (introduction of the problem/research question and the methodology supporting the research). Upon successful completion of the defense, CITI training will be completed followed by IRB protocol.

3. *Supporting Evidence*

Chapter two, the literature review, has already been submitted to the advisor during the spring semester of 2015. The student has made corrections based on the notations provided and is ready to resubmit. The advisor has provided and is providing support on additional readings that should be done to strengthen the chapter. In addition, chapter one has been assigned as to guide the student's thinking of the research question at hand.

4. *Objectives*

- a. Completion of directed readings in alignment with desired dissertation topic of social studies instruction at the elementary level in the classrooms of first year teachers

- b. Completion of IRB Protocol for dissertation topic

5. *Activity Design*

Biweekly advisory meetings will assist the student in progressing toward the objectives. These meetings will be conducted over the phone or in person. Goals can and will be established prior to each meeting. Currently, the student is charged with submitting chapter two revisions for additional support and beginning the draft of chapter one prior to the first meeting.

6. *Activity Management*

- i. Completion of revisions of Dissertation Proposal Chapter 2- submitted to Dr. Morowski for feedback
- ii. Completion of Chapter 1 of Dissertation Proposal - submitted to Dr. Morowski for feedback
- iii. Completion of Chapter 3 of Dissertation Proposal - submitted to Dr. Morowski for feedback
- iv. CITI Training
- v. IRB Protocol
- vi. Summary of assigned readings in the form of a 3-5 page paper

7. *Resources*

- a. Advisor- Dr. Morowski
- b. Eric/Ebsco- used for obtaining peer reviewed journal articles
- c. Dr. A- meeting will be sought to support methodology of research topic as it is a case study and qualitative in nature

8. *Evaluation*

The evaluation will consist of the following components:

- a. Successful completion of dissertation proposal in the form of a formal defense
- b. Successful completion and acceptance of IRB protocol – this also encompasses CITI Training completion
- c. Summary of assigned readings in the form of a 3-5 page paper