**AUBURN UNIVERSITY**

**SYLLABUS**

1. **Course Number:** CTEE 8950

**Course Title:** Seminar in Area of Specialization

**Credit Hours:** 1-12 credit hours; maximum repeat of 12 hours

**Prerequisites:** None

**Co-requisites:** None

1. **Date Syllabus Prepared**: Updated, June 2010
2. **Texts or Major Resources:**

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

1. **Course Description:**

Selected concepts and theoretical formulations of common interest.

1. **Student Learning Outcomes:**

The goal of this course is to provide students the opportunity to:

* conceptualize a study based on related literature.
* prepare a plan for a research study.
* receive and provide feedback to and from others in related stages of writing a research study.

1. **Course Content Outline**

**Week 1** Plan for the Semester (Participants answer questions related to their research interest.)

**Week 2** Participants share information related to their research interest more formally. Discuss APA Style Manual (Progress reports on research studies)

**Week 3**  Discussion of articles related to preparing literature reviews

**Week 4** Library Session to focus on finding references and other resources related to conducting research. (Presentation given by the Education Librarian for Reference & Instruction Services)

**Week 5** Library Session (Students spend time on their own looking for references and other resources related to their study)

**Week 6** Discuss developing research questions**;** Progress reports on proposals for a research study

**Week 7**  Progress reports on proposals for a research study.  **First draft of review of literature is due.**

**Week 8** Discussion of articles focusing on theoretical frameworks related to research in the field of inquiry. **Research questions are due.**

**Week 9** Library Session (Students spend time on their own looking for references and other resources related to their study).

**Week 10** Progress reports on proposals for a research study. **(Individual consultations)**

**Week 11** Discuss articles related to methodology. **Draft of work up to this point is due.**

**Week 13** Library Session (Students spend time on their own looking for references and other resources related to their study).

**Week 14** Progress reports on proposals for a research study. **(Individual consultations)**

**Week 15 Final draft of proposal for the research study is due.**

1. **Assignments/Projects:**
2. Participation in Classes
   1. The students and the professors will meet on specified day for debriefings.
   2. Students will meet with one of the instructors for individual consulting at times to be determined.
   3. Attendance for scheduled meetings and evidence of appropriate progress according to scheduled due dates will be 20% of the final grade.

Written assignments will include Review of Literature, Research Question(s) and Rationale, and a Draft of a Proposal of Study for a research study.

1. Literature Review
   1. Define the issue in the field of inquiry
   2. Summarize major studies related to the topic
   3. Synthesize the studies
   4. Include, in APA format, key references.
   5. Papers are assessed on quality of ideas, quality of writing, adherence to APA format, use of key sources, integration of ideas from other readings, class discussions, etc.
2. **Research Study Question(s) and Rationale**

The proposed question for the study should be based on research in the field. After completing a strong literature review related to the topic of interest, one should start creating the question itself keeping in mind it should be researchable, relevant, clear, and evocative. It should catch interest of the reader and draw him to the proposal. The question should be relevant to the field of inquiry.

1. **Proposal Outline (**[**http://www.sts.vt.edu/ProposalGuide.htm**](http://www.sts.vt.edu/ProposalGuide.htm)**)**
   1. Concept and Definition of the Project-

Describe the specific program of study or research to be undertaken. Explain the basic ideas or questions to be explored. Illustrate the approach or line of thought to be taken insofar as it has been developed. Include a review of the relevant literature and, in addition, explain the relationship of the current project to the work of other scholars in the same general area.

* 1. Significance of the Study-

Indicate clearly the significance of the study and the contribution it will make to the field.

* 1. Methods-

Provide a general description of the proposed methodology including the analytic strategy or statistical techniques (if appropriate). Indicate the present state of the proposed study and identify any work thus far completed in the research. State where the study will be conducted. Comment on access to the archives, collections, or persons essential for carrying out the project. If appropriate, indicate competence in foreign language(s) needed for materials to be used in the study.

* 1. Plan of Work and Timetable-

Present a general outline of the dates and times to be spent on various aspects of the research project. While the timetable will be only an estimate, it will give the student and the committee a measure of the manageability of the project within the time period designated.

* 1. Bibliography-

1. **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.**  Points will be deducted from assignments for grammatical mistakes, typos, and spelling errors. The assignments will be graded on a point scale as follows:

Assignment Points

1. Participation in Classes 100
2. Literature Review 100
3. Dissertation Question(s) and Rationale 100
4. Draft of a Proposal of Research Study 200

**Total 500**

Rubric

Final course grades will be assigned based on the percentage of possible points earned by students.

A 90% or above

B 80 % - 89%

C 70% - 79%

D 0% - 69%

**9. 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 the 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 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 *Tiger Cub* for more information on excused absences.
  + Make-Up Policy: Arrangement to make up a missed major examination (e.g., hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absences(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. Except in extraordinary circumstance, no make-up exams will be arranged during the last three days before the final exam period begins.
  + Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the *Tiger Cub* will apply to university courses. 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.
  + Disability Accommodations: Students who need special accommodations in class, as provided by the Americans with Disabilities Act, should arrange for a confidential meeting with the instructor during office hours in the first week of classes (or as soon as possible if accommodations are needed immediately). The student must bring a copy of their Accommodations Letter and an Instructor Verification Form to the meeting. If the student does not have these forms, they should make an appointment with the Program for Students with Disabilities, 1288 Haley Center, 844-2096 (V/TT).
  + 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

1. **Justification for Graduate Credit (for Graduate Credit Only)**

This course involves collaborative study of a topic or area not typically covered by formal coursework. As such, students are expected to perform in a more collegial role whereby their independent study and related experiences form a foundation for formulating, developing, evaluating, and analyzing the topic being studied.

**GUIDELINES FOR SUBMITTING A PROPOSAL TO MEET THE REQUIREMENT FOR**

**ADVANCED GRADUATE SEMINAR IN AREA OF SPECIALIZATION**

The professor proposing the Seminar will supply the following information:

1. Topic of the seminar.
2. Brief description of material to be covered.
3. Goals or objectives of the seminar.
4. Statement of the significance or relevance of the seminar.
5. Tentative outline of the first two seminar sessions.
6. Resources to be supplied to:

The department  
The participant

1. Outcomes and/or products to be expected, such as:

* Individual project or projects
* Group project or projects
* Departmental monograph produced by the seminar team
* Workshops or meetings the group could sponsor
* Research conducted
* Articles written for publication
* Presentations prepared for professional organizations
* Video-tape or other mediated product
* Grants or contracts which might provide resources for further research and study

1. Statement of course requirements for students.
2. Proposed schedule and section designation for the seminar.
3. Dated signature(s) of sponsoring faculty member(s).