**AUBURN UNIVERSITY**

**SYLLABUS**

**1. Course Number:** CTSE 7900

**Course Title:** Independent Study: Using PDSA Cycles to Improve Middle School Mathematics Instructional Practice

Credit Hours: 3

**Prerequisites:** Departmental Approval

**Corequisites:** None

**2. Date Syllabus Prepared:** November 30, 2023

**3. Texts:** Resources (Books, journals, research monographs, unpublished research, etc.).

**4. Course Description:**

Provides student with the opportunity to explore the literature related to dissertation topic of interest. She will become immersed in improvement science, scaling up professional development efforts, and middle grades mathematics teaching and learning.

1. **Course Objectives:**The goals of this course are to provide the student with opportunities to:
   1. Learn about improvement science, especially the use of plan-do-study-act (PDSA) cycles.
   2. Study and understand different types of professional learning opportunities that enable teachers to change their practice.
2. **Course Content and Schedule:**The student and instructor will meet based on the outline below:

|  |  |
| --- | --- |
| **Date** | **Event** |
| January 31, 2024 | Identification of research studies and other literature related to improvement science and professional learning opportunities for middle school mathematics teachers, leading to an initial outline of a literature review. |
| February 29, 2024 | Further exploration of the literature; development of sections of the literature review. |
| March 29, 2024 | Finalize literature review: identification of areas for further research. |
| April 29, 2024 | Final Literature Review |

1. **Course Requirements/Evaluation: Major Assignments** 
   1. Outline of literature review. (25 points)
   2. First draft of literature review. (25 points)
   3. Final literature review, including possible areas for further research. (50 points)
2. **Criteria for Assessment:** 
   1. Relevant research studies are identified and accurately summarized. An outline is developed based on major themes from those studies.
   2. The draft literature review incorporates those sources into a narrative form that follows the outline developed, incorporating additional literature.
   3. The final literature review presents an organized discussion of the literature, incorporating a range of sources and following APA academic style, incorporating a range of sources.Proposed areas for further research build on the literature and include sample research questions that are responsive to issues identified.
3. **Grading**

Each major assignment has the number of points assigned above, for a total of 100 points. Grades will be assigned on a pass/fail basis, where a passing grade requires a minimal of 80 points.

1. **Class Policy Statements:** 
   1. Attendance. Each student is expected to attend all classes as scheduled (whether on-line or virtual) and participate in all class discussions and activities. Unavoidable absences must be documented and cleared with the instructor in advance if possible. The second non-approved absence from class and each succeeding unapproved absence from class will result in a lowering of the student's final grade by one letter grade. Students are also expected to attend all scheduled field experiences. An unexcused absence may also lead to action as a violation of the Standards of Professional Conduct, as outlined below, with resulting actions impacting their continuation in the program.
   2. Late Assignments. Any assignment that is submitted after the announced due date will have one letter grade deducted from it per day late. Students should reach out to their instructor immediately to discuss any concerns. It is the student’s responsibility to contact the instructor if assignment deadlines are not met. Students are responsible for initiating arrangements for missed work.
   3. Make-up Policy. Students who miss scheduled exams will need to contact the instructor and turn in the valid excuse within 48 hours from the time that the exams were given. The makeup exam schedule is determined by the instructor and will need to be done within ONE week (5 workdays) from the time that the exams were given. Students who miss the makeup without valid excuses will get zero on the exam. Valid excuses include: 1) illness documented by a physician, 2) evidence of personal or family emergency, and 3) official university excuses. The format, questions and difficulty-level of make-up exams are not guaranteed to be the same as the normal exam, which are at the discretion of the instructors. Students are not allowed to choose the make-up dates or formats on their own.
   4. Unannounced Quizzes. The instructor may give unannounced quizzes as deemed necessary, to be included as a part of the exam score.
   5. Faculty Communication and Feedback. Any communications should be directed to the instructor’s Auburn email address. Responses will be provided within 24 hours whenever possible. If students have concerns about communication or feedback, they should always contact their instructor first. Students should explain their concerns as clearly as possible without judgment or emotion. Effective communication is an important skill, and every interaction in their program is an opportunity to develop this skill.
   6. ***Your Auburn University email address is the university-approved form of communication between instructors and students.*** Please ensure that your notifications are set correctly to ensure timely delivery. Additionally, it is your responsibility to read course announcements sent by your instructor. These are posted in Canvas, and you can configure your notification preferences to receive an email each time a new announcement is posted.
   7. **Diversity Statement.** All people have the right to be addressed and referred to in accordance with their personal identity. Many people might go by a name in daily life that is different from their legal name. In this classroom, we will refer to people by the names that they go by. Pronouns are a way to affirm someone's identity. They are simply a public way in which people are referred to in place of their name (e.g. "he" or "she" or "they" or "ze" or something else). In this classroom, you are invited to share what pronouns you go by, and we will refer to people using the names and pronouns that they share.
   8. **Accommodations.** Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are immediately needed. If you need accommodations but have not established them, make an appointment with the Office of Accessibility, 1228 Haley Center, 334-844-2096.
   9. **Academic Integrity.** Auburn University has adopted an Honor System proposed by its students and faculty to promote academic integrity and has enacted the following code:

*“We, the faculty, instructors, and students of the (University course here) pledge to fulfill our mutual responsibilities to each other and the academic community at large with honor and integrity to build and maintain a climate of respect and trust that will enhance our research, teaching, and learning. We will support the Honor System of the School and will not tolerate activities that undermine academic integrity.”* Academic dishonesty is an offense that will be reported to the Academic Honesty Committee. Please refer to the following document for further information regarding academic honesty: Auburn University Student Academic Honesty Code

* **Students are encouraged to provide feedback on their experiences in the course using AU eValuate.**
* **Health and Well Being Resources:** These are difficult times, and academic and personal stress is a natural result. Everyone is encouraged to take care of themselves and their peers. If you need additional support, there are several resources on campus to assist you:
  + Student Counseling and Psychological Services (http://wp.auburn.edu/scs/ )
  + AU Medical Clinic (https://cws.auburn.edu/aumc/ ) If you or someone you know are experiencing food, housing or financial insecurity, please visit the Auburn Cares Office (http://aucares.auburn.edu/ )