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**EDLD 8950**

**Doctoral Seminar II**

 **Summer 2017**

**Dr. Linda Searby**

4075 Haley Center

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**Office Hours:**

By Appointment

**EFLT**

College of Education

**EDLD 8950**

**Doctoral Seminar II**

**Auburn University - College of Education**

Educational Foundations, Leadership, and Technology Department

Fall 2017

**Class Format:** This class is designed in seminar format to meet your individual needs related to developing your dissertation literature review/proposal. You will have assignments due weekly to enable you to make regular progress towards completing your dissertation proposal (Chapters 1, 2, 3). There will be some required attendance sessions face to face, some optional sessions, and many weeks where you are working independently. One on one and small group sessions will be offered as needed. You are required to meet with your dissertation chair twice during the fall semester, and document the dates/summaries of the meetings. You must be very self-directed in order to be successful in the dissertation writing process, and Doctoral Seminar II is designed to guide and support you in the beginning stages of the dissertation.

**Instructor:** Dr. Linda Searby

4075 Haley Center

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E-Mail:ljs0007@auburn.edu

Office Hours**: B**y appointment

1.  **Course Number**: EDLD 8950

**Course Title**: Doctoral Seminar II

**Credit Hours**: 3 semester hours

**Prerequisites**: Admission to AESG or ASCG Doctoral Program

2.  **Syllabus Revised**: August 2015

# 3. Texts: 2 Required

Roberts, C. M. (2010). *The Dissertation Journey*. New York: Corwin Press.

ISBN: 978-1-4129-7798-2

 AND

Machi, L. A. & McEvoy, B. T. (2009). *The Literature Review*. New York: Corwin Press.

ISBN: 978-1-4129-6135-6

YOU MUST ALSO HAVE THE 6TH EDITION OF THE APA STYLE MANUAL.

Notebook from Dr. Searby: Tips and Tools for Dissertation Writing

  **Optional text:**

 Neck, C. P., & Manz, C. C.. (Fifth Edition, 2010*). Mastering Self-Leadership: Empowering*

 *Yourself for Personal Excellence*. Prentice-Hall. ISBN: 13: 978-0-13-606645-3.

4.  **Course Description**: Doctoral Seminar II is designed to facilitate and support your development and near completion of your dissertation research proposal, including Chapters 1, 2, and 3. You will be required to have an outline/ rough draft of chapter 1, a nearly complete chapter 2, and an outline/rough draft of chapter 3 at the conclusion of the course.

5.  **Course Objectives:**

Participation in this course assumes that the student has chosen a dissertation chair, has selected a dissertation topic, has met with the dissertation chair to discuss the dissertation topic, and has drafted a statement of the problem and central research question, at minimum.

Upon completion of this course, students will:

 Be familiar with the university required process and products related to the successful completion of their dissertation.

 Be familiar with both the traditional and non-traditional dissertation formats and have selected, in consultation with their dissertation chair, the appropriate format for their dissertation.

 Complete a near complete draft of their dissertation research proposal including a near complete introduction, a near-complete literature review, and detailed outline/ rough draft of their methods section. (Minimum 35 – (preferably 45) pages of writing at end of the semester)

□ Learn the basic principles of self-leadership in achieving an academic goal, and practice them.

6.  **Course Content and Schedule:**

|  |  |
| --- | --- |
| **Date** | **Content and Assignments Due** |
| **MAY 23****5:00 p.m**.**Haley 2414**  | In preparation, please review your two texts and the following Auburn University website (Guide to Preparation and Submission of Theses and Dissertations): <http://www.grad.auburn.edu/etd_guide.html>We will review the syllabus and course requirements.Literature Reviews and Literature Maps will be coveredPlease bring: Your calendar – you will develop a schedule for additional meetings with your support group Your laptop, if you wish.  Your texts if you wish**For next week: Read pp. 75 – 110 in Roberts text** |
| **May 30****Meet in Library****In front of Caribou****coffee shop** **5:00 p.m.** | Todd Shipman, the Education Librarian, will give us an instructional session on how to do library database searches for journal articles and dissertations.Afterwards, we will meet as a group in the library for some brief instructions, then you will have time to work on the Discourse Analysis assignment. **Do Self-Leadership Activity #1 and Submit on Canvas.****For next week: Read pp. 1 – 34 in Machi & McEvoy****GATHER AT LEAST 5 ARTICLES / ORGANIZE THEM** |
|  **June 6****Haley 2414****5:00** | **Topics: How to Take Notes So You Don’t Plagiarize** **AND****Let’s look at your Literature Map–instruction by Dr. Searby****Assignments for June 13 and 20{you are working on these two weeks}**1. **Read Chs. 3 and 4 in Roberts text AND**
2. **Start working together on the Discourse Analysis Chart** as you examine 9– 12 dissertations as a group (minimum of 3 for each person) – Due June 13 – template is in Canvas

 Draughon Library would be the best place to meet to do this. You are to discuss your findings with each other and share what you see as features of the most impressive dissertations, as well as weak features of those you review. The charts you merged and collectively put together should be submitted on Canvas by midnight, June 13 which show the review of a minimum of 3 dissertations per person.1. **Finalize YOUR LITERATURE MAP!(it would be good at this point to meet with your chair). Dr. Searby is available for**

**Individual Zoom sessions re: the lit. review – all you have to do is ask.****4.Submit a pdf of ONE ARTICLE, YOUR NOTE-TAKING AND PARAPHRASING FROM THE ENTIRE ARTICLE by June 13 as well. You should take notes on an additional 4 articles.** |
| **June 13****Meet in Library\*****5:00****\*this might be the** **Night****Dr. Witte****Presents** **On the** **Grad****School** **Ph.d****Processes-might be****In Haley 4009** | **Topics: Direct Instruction from Dr. Searby**Purpose StatementsCentral Research Questions and Sub-Questions**For tonite, BRING YOUR LIT. MAP!****1.You should have read Chs. 3 and 4 in Roberts text.****2. Bring 3 other Journal Articles for NoteTaking / Paraphrasing/ Summarizing – which you will do during class time in the library {also bring your laptop}****For Next Week: June 20****1.Read p. 123 – 140 in Roberts****2.Upload your Completed Literature Map in Canvas by midnight, June 20****3. Read articles/take notes/ paraphrase and start writing on a section of your lit. review. Your first 5 pages of writing are due June 20; second 5 pages on June 27; upload to Canvas; thereafter, 5 pages are due every Tuesday at midnight through Aug. 1, except the last submission is due Aug. 4, which is a Friday**  |
| **June 20****Optional****Meet in Library****5:00** |  **Read pp.123 – 140 in Roberts; Dr. Searby will be in library available to offer help, or have individual conferences. Bring your Literature Map. Bring 3 – 5 articles to take notes on, or work on merging notes into narrative writing for Chap.2**1. Upload 5 pages of typed writing in Chapter 2 – 1” margins, double spaced, Times New Roman 12 font
2. If you come to library prepared to either read/ take notes or write
3. Self Leadership Activity #2 – upload in Canvas
 |
| **June 27****Optional Meet in Library****5:00** | Present your personal work plan to your accountability group, showing your writing times in past week. Dr. Searby will not meet with you in library, but is available to Zoom. 1.Upload 5 pages of typed writing in Chapter 2 – 1” margins, double spaced, Times New Roman 12 font 2. If you come to library; come prepared to either read/ take notes or write |
|  **July 4****No meeting** | Email your personal work plan to Dr. Searby, showing your writing times in past week. 1. Upload 5 pages of typed writing in Chapter 2 – 1” margins, double spaced, Times New Roman 12 font
2. If you decide to skip submitting this week because of the holiday, you have to make up in future weeks so you stay on track with the goal of 35 – 45 pages by Aug. 4.
 |
|  **July 11****Optional****Meet in Library** | Present your personal work plan to your accountability group, showing your writing times in past week. Zoom w Dr. Searby if needed. 1.Upload 5 pages of typed writing in Chapter 2 – 1” margins, double spaced, Times New Roman 12 font2. If you come to library; come prepared to either read/ take notes or write |
| **July 18****Optional****Meet in Library** | Present your personal work plan to your accountability group, showing your writing times in past week. Zoom w. Dr. Searby if needed.1.Upload 5 pages of typed writing in Chapter 2 – 1” margins, double spaced, Times New Roman 12 font2. If you come to library; come prepared to either read/ take notes or write |
| **July 25****On your own** | Please dedicate our usual class time for your productive writing time this evening.You’ll be glad you did.Upload 5 pages of typed writing, 1” margins, double spaced, Times New Roman 12 font. |
| **Aug. 1****Optional****Meet in Library** | Present your personal work plan to your accountability group, showing your writing times in past week. Zoom w. Dr. Searby if needed.1. Upload 5 pages of typed writing in Chapter 2 – 1” margins, double spaced, Times New Roman 12 font
2. If you come to library, come prepared to either read/ take notes or write
 |
| **Aug. 4****(Friday)****Last day to submit writing** | 1. Upload 5 pages of typed writing in Chapter 2 – 1” margins, double spaced, Times New Roman 12 font
2. 2 - 3 of these pages should be a draft of Chapter 3 w/ headings

BY NOW YOU SHOULD HAVE A MINIMUM OF 35 PAGES OF WRITING, WHICH INCLUDES CHAPTERS 1 AND 3 IN DRAFT. |

\*5 pages of writing are required EVERY WEEK from JUNE 20 THRU AUGUST 4. One point is assigned for each page of writing. This **does not** include references, although you are expected to keep a running reference list. If you fall short of 5 pages in any week, you can make them up in any subsequent week by writing more than 5 pages. HOWEVER, some written production must be turned in EVERY week. The FINAL number of pages for Chapters 1, 2, and 3 must be a minimum of 35 pages. Two- three pages are required for Chapter 1 (structure it with the standard headings as described in the Dissertation Journey book), and two to three pages for Chapter 3 (structured with the standard headings as described in the Dissertation Journey**). There must be 35 pages of total writing in Chapters 1, 2, and 3 for you to receive an A.** This must be double spaced, 1” margins, Times New Roman 12 font, with pages numbered. Again, the 35 page total does not include references.

**\*\* Please Note: There will be one class session where Dr. Maria Witte will come to present the important information about timelines and Graduate School Requirements to you. This date has yet to be arranged, so please be aware that there will be one evening when your writing time in the library will be diminished or perhaps even eliminated to accommodate this.**

YOU MUST MAKE ARRANGEMENTS TO MEET WITH YOUR CHAIR AT LEAST TWICE THIS SEMESTER; Document the dates of the meetings and turn in notes on the content of the discussions. Upload these notes in Discussion Board in Canvas.

**Accountability Partners**

You are to form pairs or trios with others in the class for the purpose of encouraging one another and holding each other accountable for self-leadership and writing production.

8. **Course Requirements/Assignments**

This course has one primary product – Your dissertation research proposal including a structured outline/ draft of Chapter 1, nearly complete literature review Chapter 2, and a detailed outline/ draft of Chapter 3. A grade of A is earned by reaching this goal and having a total of 35 pages of writing. It will be achieved by your production of a minimum of 5 new typed pages per week, starting June 20, and submitted to Dr. Searby on the schedule above. You receive 1 point per **full** typed page of writing. If there is a week where you are not able to produce 5 pages, you can make it up in another week, but the bottom line is that the FINAL PRODUCT uploaded on Aug. 4 must be 35 total pages NOT COUNTING REFERENCES. **Failing to produce 35 pages will result in a grade less than A, even if all other assignments are completed successfully. It’s mainly about the writing y’all!**

\*\*You are required to submit each of your 5 pages to PlagScan before submitting on Canvas each week. Do not submit references, as they will be flagged as plagiarized. Do not include former pages with new writing or the same thing will happen. Your goal should be no more than 15% on your PlagScan score. If it is more than 15%, you need to re-word sections in your own words that are flagged/highlighted in PlagScan

Your three chapters will not be considered “complete” until your Dissertation Chairperson is satisfied with the content and writing. After the course is over, you can expect to polish your Introduction, Literature Review, and Methods chapters in consultation with your Dissertation Chair, in preparation for your General Oral Exam. You should stay in close communication with your Chair. Your Chair will schedule your oral exam with you and your committee when your Chair thinks you are ready. This course *supports your preparation* for the oral exam, but your grade in this class is entirely unrelated to your Chair’s assessment of your readiness for your oral exam. For example, you may earn an A in this class and yet not be ready for your oral exam.

Dr. Searby’s Role: I am here to provide you with the tools and information you need to achieve the creation of your dissertation proposal (Chapters 1, 2, and 3). I will review your written work each time you submit it, and will provide **general** feedback to you. There are too many in the course for me to do detailed editing of your writing, but I will point out things like errors you are continually making with APA style, or make suggestions about overall organization. I will meet you in the library in person on the designated weeks and am available to schedule individual conferences with you on Zoom at any other times, as well, if you want more detailed feedback or clarification on how to correct errors. Weekly you should upload your documentation of your work time during the previous week to show your accountability group and me. Always bring your Literature Map to any meetings. I will tailor instruction to your specific needs if you let me know where you need coaching. I will ask you questions to keep you thinking and clarifying what you want to convey, and I will let you know if your writing is clear and understandable. I will help you with structure and organization of your proposal and give you feedback on the quality and style of your writing. I know that YOU want to make significant progress this semester, so I will help you reach your goal by serving as a combination cheerleader and taskmaster! One of the ways I will do this is through facilitating Self-Leadership activities that will help you LEAD YOURSELF to success.

What is not Dr. Searby’s Role: Unless I am your dissertation chair, I will not be the one to give you definitive advice or direction on your research questions, methodology, theoretical/conceptual framework, or timetable for your general oral exam. That is the role of your chair, and you need to keep in close contact with her/him all semester, having at least 2 meetings to share your progress and to get specific direction for proceeding. I will not be editing your paper in detail for writing, grammatical or APA errors, but I will make general edits and comments on those things. That is also your chair’s role (or an outside editor’s).

If I ever offer any advice or suggestion that is contradictory to your chair, you must always defer to your chair.

9. **Grading**

|  |  |  |
| --- | --- | --- |
| **Assignments** | **Points****Possible** | **Due Date** |
| Discourse AnalysisLiterature MapPages of writing, submitted in 9 installments @ 1 point per page - 5 pages per week expected Self-Leadership Activities as assigned 2 @5 pts. ea. | 35203510 | June 13June 20June 20 – Aug. 4 |
| **TOTAL POINTS** | 100 |  |

Grading Scale:

A = 95-100 **HOWEVER, FAILURE TO PRODUCE 35 PAGES OF WRITING WILL RESULT IN A GRADE OF B.**

B = 90 - 94

C = 85-89

D = 80-84

F = Below 84 Points

\*\*Please see the literature review rubric at the end of this syllabus for more detailed literature review evaluation criteria. Use this rubric as a guide, not an absolute rule. Your chair will work with you to define your specific criteria

10. **Class Policy Statements:**

1. Class Attendance/Absences: Class attendance on the “Required” scheduled times and dates is required. Dr. Searby has designated some weeks as ‘optional’ required- which means you may choose to come to the library or not, so you are not penalized if you choose not to come. The majority of weeks are online/ working independently. However, missing a “required” face to face session will result in a loss of 5 points per absence.
2. The tools and support for completing your dissertation proposal are made available to you in a structured way. You are also asked to form Accountability/Support groups of 2 – 3 together. Meeting with your Chair regularly and meeting with your support group regularly are keys to your success in this seminar. Dr. Searby will have planned topics at the scheduled meetings, as well as letting you direct the meetings with your questions or concerns.
3. Your grade will be based on your production according to the Assignment chart above. You will need to plan to use your weekly library or home time in an efficient and productive way, meaning that you should come each week with a specific goal in mind, articles to read, notes to type from, and your laptop.

EVERYONE WILL BE TURNING IN THE 5 PAGES OF WRITING IN CANVAS EACH WEEK (WHERE THE POINTS WILL BE ASSIGNED), BUT WHEN YOU WANT FEEDBACK ON YOUR WRITING AT FACE TO FACE SESSIONS, PLEASE BRING A HARD COPY.

D. Late work: You will be assigned points for your submissions after each due date. If you turn your required writing in after the date it is due, but before the next week’s due date, there is no penalty, but there also will be no feedback given. However, if no work is turned in, a zero for that week will be recorded, and it can only be replaced if you catch up with your five page requirement for that week, or at the end (Aug. 4). There is a 35 page requirement for Chaps. 1, 2, 3 (not counting references) by Aug. 4. Anything less than that will result in a loss of a letter grade.

E. 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 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

F. Honesty Code: All portions of the Auburn University Honesty Code and the [Student Policy eHandbook](http://www.auburn.edu/student_info/student_policies/) ([www.auburn.edu/studentpolicies](http://www.auburn.edu/studentpolicies)) Rules and Regulations pertaining to Cheating will apply to this class. I will report all academic honesty violations or alleged violations to the Office of the Provost, which will then refer the case to the Academic Honesty Committee. *Please note that copying and/or pasting other individuals’ work and then presenting it as your own (intentional or unintentional) is considered plagiarism and is in direct violation of the Honesty Code. Violations of the Honesty Code may result in a zero for the assignment, a failing grade for the course, suspension and/or expulsion from the university.*

You are required to submit each of your weekly writing submissions on PlagScan, and receive a report. Your goal is 15% or less verbatim. Dr. Searby receives these reports. If it is over 15% you must re-work it and re-submit it (tell Dr. Searby first, so she may remove your previous submission from PlagScan). There will be explicit instruction in class about what constitutes plagiarism and how to avoid it.

*Please note: I expect you to produce original work for this class. You may not submit work for this class that you have previously completed for a different class. If you have any questions, please see me prior to submitting your assignment. You will receive a zero for work that is reflective of another course’s work, unless you have cleared this with the professor.*

Please se[e Student Policy eHandbook](http://www.auburn.edu/student_info/student_policies/) ([www.auburn.edu/studentpolicies](http://www.auburn.edu/studentpolicies)) for additional information for which you are responsible.

G. 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

**LITERATURE REVIEW SCORING RUBRIC**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Criterion** | **0 - 5** | **6 - 7** | **8 - 9** |
| **Coverage** | A. Justified criteria for inclusion and exclusion from  | Did not discuss the criteriafor inclusion or exclusion | Discussed the literatureincluded and excluded | Justified inclusion andexclusion of literature |
| **Synthesis** | B. Placed the topic in the broader scholarly literatureC. Articulated important variables and phenomena relevant to the topicD. Distinguished what has been done in the field from what needs to be doneE. Synthesized and gained a new perspective on the literature | Topic not placed in the broader scholarly literature Key variables and phenomena not discussedDid not discuss what has and has not been doneAccepted literature at face value | Some discussion of the broader scholarly literature Reviewed relationships among key variablesDiscussed what has and has not been doneSome critique of the literature | Topic clearly situated in broader scholarly literature Noted ambiguities in literature and proposed new relationshipsCritically examined the state of the fieldOffered new perspective and/or insights |
| **Methodology** | F. Identified the mainmethodologies and research techniques that have been used in the field | Research methods notdiscussed | Research methodsmentioned briefly | Brief discussion of theresearch methods with some level of critique |
| **Significance** | G. Rationalized the practical significance of the research problemH. Rationalized the scholarlysignificance of the research problem | Practical significance of research not discussedScholarly significance of research not discussed | Practical significance discussed in obtuse or cursory manner Scholarly significance discussed in obtuse or cursory manner | Practical significance discussed in abstract and concrete manner Scholarly significance discussed in abstract and concrete manner |
| **Organization and Style** | I. Written with a coherent, clear structure that supported the review and research questionsJ. APA style | Poorly conceptualized, unorganized, haphazardAPA style not followed | Some coherent structureMinor deviations from APA | Well developed, coherent, organized; fully supports the research questions APA style followed |

Note: Adapted from the rubric featured in Boote, D. N. & Beile, P. (2005). Scholars before researchers: On the centrality of the dissertation literature review in research preparation. Ed*ucational Researcher, 34*, 3-15.

For your own use:

|  |  |  |
| --- | --- | --- |
| **GOAL/BENCHMARK** | **Date****completed** | **Notes** |
| Topic and purpose developing |  |  |
| Topic and purposed identified |  |  |
| Research questions identified |  |  |
| Work plan completed and approved for fall |  |  |
| First required meeting with dissertation chair.  |  |  |
| Review of other dissertations completed (discourse analysis) |  |  |
| Identify, download, prepare, organize at least 5 articles/ dissertations to cite per lit. review heading |  |  |
| Create an organizational method for dealing with cited sources |  |  |
| Literature/Conceptual Map framed up |  |  |
| Meetings with Support Group –list dates |  |  |
| Second required meeting with Dissertation Chair  |  |  |
| Check-ins with course professor (list dates of conference w Searby)In library 53 6 |  |  |
| 30- 35 page Lit review and 2 -3 page outline of methods complete |  |  |
| Chapter 1 rough draft 2 – 3 pages complete |  |  |