

EDSU 996: Independent Study (various subtitles)

Instructor: Henry St. Maurice

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Virtual Office Hours by appointment

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- [Academia](#)
- [CPS bio](#)
- [Facebook](#)
- [ResearchGate](#) ;
- [Personal web page](#)

Course Information

Course Description: Planned study to supplement preparation in area of specialization; regular conferences with staff supervisor.

Prerequisite: Admission into the EdD program

Credits: 1-3

Communicate with your Instructor

I will attempt to respond to student emails within 24 hours. If you have not received a reply from me within 24 hours please resend your email.

If you find that you have any trouble keeping up with assignments or other aspects of the course, make sure you let your instructor know as early as possible. As you will find, building rapport and effective relationships are key to becoming an effective professional. Make sure that you are proactive in informing your instructor when difficulties arise during the semester so that we can help you find a solution.

Course Material

American Psychological Association. (2020). *Publication manual of the American Psychological Association (7th ed.)*.

Burke, P. & Jimenez Soffa, S. (2018). *The elements of inquiry*. Routledge.

Creswell, J. W. & Creswell, J. D. (2018). *Research design (5th ed.)* SAGE.

Foss, S. & Waters, W. (2015). *Destination dissertation: A traveler's guide to a done dissertation*. Rowman & Littlefield.

Graff, G. & Birkenstein, C. (2020). *They say/ I say: The moves that matter in academic writing*. Norton.

University of Wisconsin – Stevens Point Educational Sustainability Doctoral Program. (2021). *Proposal and dissertation guidebook*.

Resource

UWSP Online Writing Lab ([OWL](#))

Philosophy

In the University of Wisconsin - Stevens Point Doctoral Program in Educational Sustainability, we practice sustainable education by intentionally using technology to bring learning to life in collaboration among students, instructors, mentors, communities, and environments.

Program Core Principles

- Transformative learning;
- Systems thinking;
- Ecological thought;
- Pluralistic democracy;
- Diversity & social justice; and
- Ethical action.

Program Learning Outcome

PLO #7: Students will write a research study based on principles of sustainability for submission to a designated committee. In this course, outcomes are comprised of a document reporting on disciplined research study on a valid topic designed to advance knowledge, skills, and dispositions toward sustainability through education, community, and business systems and conduct.

Student Learning Outcomes

In EDSU 996: students will do the following:

1. Specify a topic, purpose, problem, question, theoretical model, findings, and conclusions in a research project addressing two or more program core principles.
2. Prepare a document in standard structure, format, and style approved in advance by a committee.
3. Attend biweekly 1-on-1 conferences.

Outcome	SLOs
Project	1
Document	2
Seminars	3
Conferences	3

Course Structure

This course will be delivered in person, via Zoom, and online through the course management system Canvas. You must use your UWSP account to log in to the course from the [Canvas Login Page](#). If you have not activated your UWSP account, please visit the [Manage Your Account](#) page to do so.

Student Expectations

In this course you will be expected to complete the following types of tasks.

- Communicate via email,
- Complete basic internet searches;
- Read documents online;
- Participate in online discussions; and
- Participate in synchronous online discussions.
-

Technology

Artificial Intelligence (AI)

AI use is permitted; please see the examples in this crowd-sourced document on [Classroom Policies for AI Generative Tools](#). Cite AI sources as required in style guides such as [this](#) by APA.

Canvas Support

UWSP contracts with Canvas for 24/7/365 support. To train, use [Self-enrolling/paced Canvas training course](#)

Course Technology Requirements

- View this website to see [minimum recommended computer and internet configurations for Canvas](#).
- You will also need access to the following tools to participate in this course.
 - Webcam;
 - Microphone;
 - Printer; and
 - Stable internet connection (please don't rely on cellular).



Protecting your Data and Privacy

UW-System approved tools meet security, privacy, and data protection standards. IT provides a [list of UWSP approved tools](#).

Tools not listed on the website linked above may not meet security, privacy, and data protection standards. If you have questions about tools, contact the UWSP IT Service Desk at 715-346-4357.

Here are steps you can take to protect your data and privacy.

- Use different usernames and passwords for each service you use
- Do not use your UWSP username and password for any other services
- Use secure versions of websites whenever possible (HTTPS instead of HTTP)
- Have updated antivirus software installed on your devices

Technology Support

- Participate in the [Tech Essentials for Student Success \(TESS\)](#) program.
- Seek assistance from the [IT Service Desk](#) (Formerly HELP Desk)
 - o IT Service Desk Phone: 715-346-4357 (HELP)
 - o IT Service Desk Email: techhelp@uwsp.edu

Grading Policies

Final grades assigned for this course will be based on the percentage of total points earned and are assigned as follows: Letter Grade A = 93-100%.

Participation

Students are expected to participate in all course activities.

Student Support Resources

Academic and Career Advising Center (ACAC)

209 Collins Classroom Center (CCC)

1801 4th Ave.

Stevens Point, WI 54481

715-346-3226

acac@uwsp.edu

Counseling Center

Delzell Hall

910 Fremont Street

Stevens Point, WI 54481

715-346-3553

counsel@uwsp.edu

Mental Health Resources for Students

Mantra Health

Teletherapy & Telepsychiatry

- Diverse therapists
- After-hours availability
- Medication evaluations & prescriptions

You@UWSP

Self-help & Well-being Platform

Didi Hirsch Mental Health Services

24/7 Mental Health Support:

- Call or text: 888-531-2142
- [Start a chat session](#)
- Crisis care available

Dean of Students Office

2100 Main Street

Old Main, Room 212
Stevens Point, WI 54481-3897
Phone: 715-346-2611
DOS@uwsp.edu

Equal Access and Disability Accommodations

If you have a condition that may impact your learning and/or participation in course activities, please contact the [Disability Resource Center \(DRC\)](#). The DRC will engage in an interactive process with students and identify appropriate academic accommodations and auxiliary services in accordance with the University's legal obligations. Instructors, students, and DRC staff work collaboratively to establish any necessary adjustments or supports. Accommodations are rarely applied retroactively so it is vital that students make timely requests.

Please let me know if you have questions. The DRC is located in 108 Collins Classroom Center and can be reached at 715/346-3365 and drc@uwsp.edu.

Student Health Service

Delzell Hall
910 Fremont St
Stevens Point, WI 54481
715-346-4646

Tutoring-Learning Center (TLC)

The Tutoring-Learning Center (TLC) helps students in all disciplines become more effective, confident learners. We believe all learners benefit from sharing work with knowledgeable, attentive tutors. The TLC offers four tutoring services:

- Academic Coaching: Build skills in studying, time management, test-taking, online learning, and more.
- Course Content: Practice problems, deepen understanding, and prepare for exams in natural resources, STEM, World Languages, and more.

- Reading/Writing: Brainstorm and refine papers, essays, lab reports, citations, résumés, scholarship applications, personal writing, and more.
- Tech Essentials: Develop computer literacy and learn to use UWSP-related applications such as Canvas, Microsoft 365, and Zoom.

To make an appointment, students can self-schedule using Navigate, contact us at tlctutor@uwsp.edu or 715-346-3568, or stop into CCC 234.

Stevens Point Campus Tutoring-Learning Center

234 Collins Classroom Center (CCC)

1801 4th Ave.

Stevens Point, WI 54481

715-346-3568

tlctutor@uwsp.edu

Marshfield Campus Tutoring-Learning Center

Library

2000 W. 5th Street

Marshfield, WI 54449

715-898-6036

roleary@uwsp.edu

Wausau Campus Tutoring-Learning Center

Library

518 S. 7th Ave

Wausau, WI 54401

715-261-6148

lorandal@uwsp.edu

Additional UWSP Policies

Absences due to Military Service

As stated in the UWSP Catalog, you will not be penalized for class absence due to unavoidable or legitimate required military obligations, or medical appointments at a VA facility, not to exceed two (2) weeks unless special permission is granted by the instructor. You are responsible for notifying faculty members of such circumstances as far in advance as possible and for providing documentation to the Office of the Dean of Students to verify the reason for the absence. The faculty member is responsible to provide reasonable accommodations or opportunities to make up exams or other course assignments that have an impact on the course grade. For absences due to being deployed for active duty, please refer to the [Military Call-Up Instructions for Students](#).

Academic Integrity

At UW-Stevens Point and in all courses, we place great emphasis on academic integrity and honesty. Plagiarism, fabrication, cheating, helping others commit these acts, and any form of dishonesty compromise the educational process and devalue the achievements of all students. All work you submit must be original and completed individually unless collaboration is explicitly allowed. Always acknowledge your sources, cite appropriately, and give credit where it's due. If instances of alleged academic dishonesty are identified, appropriate actions will be taken in accordance with the institution's policies ([UWSP Chapter 14](#)). These actions could include revising the assignment, receiving a lower grade or no credit for the assignment, receiving a lower grade for the entire course, or facing greater academic consequences.

If you are unsure if something might be considered academic misconduct, you are struggling to understand the content or an assignment, or you have fallen behind for whatever reason, please contact your instructor as soon as possible. By nurturing a community of support, honesty, and respect, we

ensure that academic pursuits and your experiences at UW-Stevens Point are both meaningful and genuine.

Clery Act

The US Department of Education requires universities to disclose and publish campus crime statistics, security information, and fire safety information annually. Statistics for the three previous calendar years and policy statements are released on or before October 1st in our [Annual Security Report](#). Another requirement of the Clery Act is that the campus community must be given timely warnings of ongoing safety threats and immediate/emergency notifications. For more information about when and how these notices will be sent out, please see our [Jeanne Clery Act](#) page.

Commit to Integrity

As a student in this course (and at this university) you are expected to maintain high degrees of professionalism, commitment to active learning and participation in this class and also integrity in your behavior in and out of the classroom.

Confidentiality

Learning requires risk-taking and sharing ideas. Please keep your classmates' ideas and experiences confidential outside the classroom unless permission has been granted to share them.

Copyright infringement

This is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act. Each year students violate these laws and campus policies, putting themselves at risk of federal prosecution. For more information about what to expect if you are caught, or to take preventive measures to keep your computing device clean, visit our [copyright page](#).

Dropping UWSP Courses

It is the student's responsibility to understand when they need to consider unenrolling from a course. Refer to the UWSP [Academic Calendar](#) for dates and deadlines for registration. After this period, a serious and compelling

reason is required to drop from the course. Serious and compelling reasons includes: (1) documented and significant change in work hours, leaving student unable to attend class, or (2) documented and severe physical/mental illness/injury to the student or student's family.

Drug Free Schools and Communities Act

The Drug Free Schools and Communities Act (DFSCA) requires institutions of higher education to establish policies that address unlawful possession, use, or distribution of alcohol and illicit drugs. The DFSCA also requires the establishment of a drug and alcohol prevention program. The Center for Prevention lists information about alcohol and drugs, their effects, and the legal consequences if found in possession of these substances. [Center for Prevention – DFSCA](#)

Emergency Procedures

- In the event of a **medical emergency call 9-1-1** or use campus phone [\[list location in room or nearest your classroom\]](#). Offer assistance if trained and willing to do so. Guide emergency responders to victim.
- In the event of a **tornado warning, proceed to the lowest level interior room** without window exposure at [\[list primary location for shelter closest to classroom,\]](#). Emergency management provides [floor plans showing severe weather shelters on campus](#). Avoid wide-span structures (gyms, pools or large classrooms).
- In the event of a **fire alarm, evacuate the building** in a calm manner. Meet at [\[state logical location to meet 200 yards away from building\]](#). Notify instructor or emergency response personnel of any missing individuals.
- **Active Shooter – RUN. HIDE. FIGHT.** If trapped, hide, lock doors, turn off lights, spread out and remain quiet. Call 9-1-1 when it is safe

to do so. Follow instructions of emergency responders.

- See [UW-Stevens Point Emergency Procedures](#) for details on all emergency response at UW-Stevens Point.

FERPA

The [Family Educational Rights and Privacy Act](#) (FERPA) provides students with a right to protect, review, and correct their student records. Staff of the university with a clear *educational need to know* may also have to access to certain student records. Exceptions to the law include parental notification in cases of alcohol or drug use, and in case of a health or safety concern. FERPA also permits a school to disclose personally identifiable information from a student's education records, without consent, to another school in which the student seeks or intends to enroll.

Lecture materials and recordings are protected intellectual property at UW-Stevens Point. Students in this course may use the materials and recordings for their personal use related to participation in this class. Students may also take notes solely for their personal use. If a lecture is not already recorded, you are not authorized to record my lectures without my permission unless you are considered by the university to be a qualified student with a disability requiring accommodation. [Regent Policy Document 4-1] Students may not copy or share lecture materials and recordings outside of class, including posting on internet sites or selling to commercial entities. Students are also prohibited from providing or selling their personal notes to anyone else or being paid for taking notes by any person or commercial firm without the instructor's express written permission. Unauthorized use of these copyrighted lecture materials and recordings constitutes copyright infringement and may be addressed under the university's policies, UWS Chapters 14 and 17, governing student academic and non-academic misconduct.

Inclusivity Statement

([Examples found here](#). Sample below from Lynn Hernandez, Brown University)

It is my intent that students from all diverse backgrounds and perspectives be well-served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that the students bring to this class be viewed as a resource, strength and benefit. It is my intent to present materials and activities that are respectful of diversity: gender identity, sexuality, disability, age, socioeconomic status, ethnicity, race, nationality, religion, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally, or for other students or student groups.

If you have experienced a bias incident (an act of conduct, speech, or expression to which a bias motive is evident as a contributing factor regardless of whether the act is criminal) at UWSP, you have the right to report it, please visit [the Dean of Students – Bias/Hate Incident Reporting website](#). You may also contact the Dean of Students office directly at dos@uwsp.edu.

Incomplete Policy

Under emergency/special circumstances, students may petition for an incomplete grade. An incomplete will only be assigned if [insert condition here]. All incomplete course assignments must be completed within [insert timeframe here].

Netiquette Guidelines

Netiquette is a set of rules for behaving properly online. Your instructor and fellow students wish to foster a safe online learning environment. All opinions and experiences, no matter how different or controversial they may be perceived, must be respected in the tolerant spirit of academic discourse. You are encouraged to comment, question, or critique an idea but you are not to attack an individual. Working as a community of learners, we can build a polite and respectful course community.

The following netiquette tips will enhance the learning experience for everyone in the course:

- Do not dominate any discussion.
- Give other students the opportunity to join in the discussion.
- Do not use offensive language. Present ideas appropriately.
- Be cautious in using Internet language. For example, do not capitalize all letters since this suggests shouting.
- Popular emoticons such as 😊 or / can be helpful to convey your tone but do not overdo or overuse them.
- Avoid using vernacular and/or slang language. This could possibly lead to misinterpretation.
- Never make fun of someone's ability to read or write.
- Share tips with other students.
- Keep an "open-mind" and be willing to express even your minority opinion. Minority opinions have to be respected.
- Think and edit before you push the "Send" button.
- Do not hesitate to ask for feedback.
- Using humor is acceptable

Adapted from:

Mintu-Wimsatt, A., Kernek, C., & Lozada, H. R. (2010). *Netiquette: Make it part of your syllabus*. Journal of Online Learning and Teaching, 6(1).

Shea, V. (1994). Netiquette. Albion.com.

Religious Beliefs Accommodation

It is UW System policy (UWS 22) to reasonably accommodate your sincerely held religious beliefs with respect to all examinations and other academic requirements.

You will be permitted to make up an exam or other academic requirement at another time or by an alternative method, without any prejudicial effect, if:

- There is a scheduling conflict between your sincerely held religious beliefs and taking the exam or meeting the academic requirements; and
- You have notified your instructor within the first three weeks of the beginning of classes (first week of summer or interim courses) of the specific days or dates that you will request relief from an examination or academic requirement.
- Your instructor will accept the sincerity of your religious beliefs at face value and keep your request confidential.
- Your instructor will schedule a make-up exam or requirement before or after the regularly scheduled exam or requirement.
- You may file any complaints regarding compliance with this policy in the Equity and Affirmative Action Office.

Title IX

UW-Stevens Point is committed to fostering a safe, productive learning environment. Title IX and institutional policy prohibit discrimination on the basis of sex, which includes harassment, domestic and dating violence, sexual assault, and stalking. In the event that you choose to disclose information about having survived sexual violence, including harassment, rape, sexual assault, dating violence, domestic violence, or stalking, and specify that this violence occurred while a student at UWSP, federal and state laws mandate that I, as your instructor, notify the Title IX Coordinator/Office of the Dean of Students.

Please see the information on the [Dean of Students webpage](#) for information on making confidential reports of misconduct or interpersonal violence, as well as campus and community resources available to students. For more information see the [Title IX page](#).

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