

# EDUC 707: Educational Research Syllabus Spring 2024

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**Cell Phone:** 608-295-5863

**Virtual Office:** [Zoom link](#)

**Virtual Office Hours:** Every Monday (2pm-3pm), Tuesday (11am-12pm, 3pm-5pm), Wednesday (3pm-4pm) and Thursday (5pm-6pm) for all my courses. Please [book a meeting with me](#) beforehand. I am available outside of these hours, just email me your availability and we can work together to schedule a time.

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## Table of Contents (Ctrl+Click to jump to that section)

<b>Course Description</b>	<b>2</b>
<b>Course Learning Outcomes</b>	<b>2</b>
<b>Evaluation/Course Requirements</b>	<b>2</b>
<b>Required Course Materials</b>	<b>3</b>
<b>Technology Guidelines</b>	<b>3</b>
<b>Inclusivity Statement</b>	<b>3</b>
<b>Grading Scale</b>	<b>4</b>
<b>Communicating with your Instructor</b>	<b>4</b>
<b>Office Hours</b>	<b>4</b>
<b>Attendance</b>	<b>5</b>
<b>Absences due to Military Service</b>	<b>5</b>
<b>Religious Beliefs Accommodation</b>	<b>5</b>
<b>Equal Access for Students with Disabilities</b>	<b>6</b>
<b>Help Resources</b>	<b>6</b>

## Course Description

The purpose of this course is to provide you with a basic understanding of educational research, with a specific focus on action research. The course will include a combination of individual virtual meetings and online work. Because this is a course about research, you may decide to use the students you teach for your research subjects. You will explore a variety of sources for educational research, determine ways educational research can inform and improve teaching practice, define your action research topic, examine best teaching practices to help determine a focus for your own action research, complete a review of literature, and develop an action plan for your action research.

You will carry out your action plan and collect and analyze data on the impact of your actions on students and student learning. Based on your findings, you will draw conclusions about the impact of your actions and determine a future plan of action. You will also develop a presentation summarizing your action research project and present it to classmates during the final class meeting.

## Course Learning Outcomes

A learning outcome is a statement that describes what a student will know (knowledge), be able to do (skill), and/or value/appreciate (disposition) as a result of a learning experience.

Graduate students participating in this course will be able to:

1. describe how educational research, including action research, can be used to inform and improve teaching practice and increase student learning
2. define action research as a specific kind of educational research and explain how it can be used to inform and improve teaching practice and increase student learning.
3. identify the steps involved in action research and explain different strategies/methods that can be used to conduct action research.
4. conduct action research in a classroom/school setting to address a need/problem/interest related to students and student learning.
5. determine the impact of their actions on students/classroom/school through collecting and analyzing data.
6. develop a plan for future action based on the findings of their action research.

## Evaluation/Course Requirements\*

Assignment	Brief Description	Points	Learning Outcomes Met (#)	Master's Program Outcomes Met
Flipgrid Introduction	Record an introduction of yourself on Flipgrid.	3		
Project Meeting	Individual meetings on project	5	1, 2, 3, 4	
Module I	Defining the Problem/Need/Interest and Review of Literature	18	2	1, 2, 3
Module II	Action Plan	10	3	1, 2, 3
Module III	Data Collection and Analysis	20	4, 5	1, 2, 3
Module IV	Conclusions and Recommendations	15	4, 5, 6	1, 2, 3
Final Research Presentation	Present project and include future action plan (including abstract)	15	1, 2, 3, 4, 5, 6	1, 2, 3
Abstract	Write an abstract on your presentation	3	1	

## Required Course Materials

Mertler, C. A. (2019). *Action research: Improving schools and empowering educators* (6th ed.). SAGE Publications.

## Technology Guidelines

This course will use Microsoft Word and Canvas and sometimes Google Docs. You are allowed to use a personal Google Docs (gmail) account, with the acknowledgement you are familiar with Google's privacy policies and how they use your data. [HERE](#) is a link that can help you understand how Google uses your data. By selecting to use a non-university issued google account, you are waiving legal protections provided by a G Suite for Education account (including FERPA). These protections are assured if you use a G Suite for Education Account provided by a school district you work for and use that account.

## Inclusivity Statement

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 using this [link](#). You may also contact the Dean of Students office directly at [dos@uwsp.edu](mailto:dos@uwsp.edu).

## Grading Scale\*

(Sample below. Should be determined by instructor.)

94 – 100% = A	77 – 79% = C+	60 – 63% = D-
90 – 93% = A-	74 – 76% = C	< 60% = F
87 – 89% = B+	70 – 73% = C-	
84 – 86% = B	67 – 69% = D+	
80 – 83% = B-	64 – 66% = D	

## Communicating with your Instructor



Email is the quickest way to reach me at: [otoms@uwsp.edu](mailto:otoms@uwsp.edu)



Zoom Videoconference is also available by request.

## Communicate Clearly

Remember some faculty receive as many as 100 emails per day. Yours should be clear, concise, and professional so that your issues can be responded to effectively. Include the entire thread of an ongoing email conversation so that your instructor can recall the history of your issue without searching for other emails you have sent. Sign off with your first and last name. I will not open attachments without messages or messages that are illegible.

## Office hours

Individual meetings can be arranged through my scheduling page [HERE](#). I offer face to face and Zoom meetings and have a minimum of 10 hours per week available to meet with you (usually much more than that). If there is not a time that is convenient for you, please email me and we can arrange an alternate time.

## Attendance

This is an online class. The only required synchronous attendance is one Zoom meeting with the instructor and one presentation meeting at the end of the semester. Otherwise, attendance is evaluated based on logins to Canvas and completion of course requirement. Please refer to the “Absences due to Military Service” and “Religious Beliefs Accommodation” below. Additionally, below are attendance guidelines as outlined by the [UWSP registrar](#):

Attend all your classes regularly. We do not have a system of permitted "cuts."

### Assignments:

**No Google doc links:** Do not submit Google doc links for your assignments except when the instructor shares an editable Google doc for a particular assignment or specifically requests that you use Google doc format.

**Resubmission:** In general, resubmission of assignments to earn a higher score is not allowed. Submit your best work to Canvas.

**Late Work:** Submit all assignments by the posted due date to the appropriate location by 11:59 PM on the due date. An assignment completed on time can receive 100% of the points possible. Under extenuating circumstances, an assignment can be turned in late for full credit if the student has obtained permission from the instructor ahead of the due date and the assignment is turned in on the agreed upon extended due date. Without prior approval, an assignment completed no more than 48 hours late can receive up to 90% of the points possible. An assignment completed no more than 1 week late can receive up to 70% of the points possible. Assignments turned in after one week of the due date will earn zero points. Please ask before the assignment is due if you need an extension.

Some group or peer assignments in this course require your timely involvement and completion. Because of the cooperative, collaborative nature of the group/peer assignments, no extensions will be granted. If not completed on time, you will earn zero points. The assignments in this group include: any group video discussion, any group/pair/trio writing support discussion board (Collaborative

If you decide to drop a class, please do so using myPoint or visit the Enrollment Services Center. Changes in class enrollment will impact your tuition and fee balance, financial aid award and veterans educational benefit.

During the first eight days of the regular 16-week term, your instructor will take attendance. If you are not in attendance, you may be dropped from the class. You are responsible for dropping any of your enrolled classes.

- If you must be absent during the term, tell your instructor prior to the class you will miss. If you cannot reach your instructor(s) in an emergency, contact the Dean of Students Office at 715-346-2611 or [DOS@uwsp.edu](mailto:DOS@uwsp.edu).
- If you are dropped from a class due to non-attendance, you may only be reinstated to the class section using the class add process. Reinstatement to the same section or course is not

guaranteed. Your instructors will explain their specific attendance policies to be followed at the beginning of each course.

- If you take part in an off-campus trip by an authorized university group such as an athletic team, musical or dramatic organization, or a class, make appropriate arrangements in advance with the instructor of each class you will miss. If you are absent from classes because of emergencies, off-campus trips, illness, or the like, your instructors will give you a reasonable amount of help in making up the work you have missed.
- If you enroll in a course and cannot begin attending until after classes have already started, you must first get permission from the department offering the course. Otherwise, you may be required to drop the course.
- If you do not make satisfactory arrangements with your instructors regarding excessive absences, you may be dismissed. If you are dismissed from a class, you will receive an F in that course. If you are dismissed from the University, you will receive an F in all enrolled courses.

## 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](#).

## 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.

## Equal Access for Students with Disabilities\*

UW-Stevens Point will modify academic program requirements as necessary to ensure that they do not discriminate against qualified applicants or students with disabilities. The modifications should not affect the substance of educational programs or compromise academic standards; nor should they intrude upon academic freedom. Examinations or other procedures used for evaluating students' academic achievements may be adapted. The results of such evaluation must demonstrate the student's achievement in the academic activity, rather than describe his/her disability.

*If modifications are required due to a disability, please inform the instructor and contact the [Disability and Assistive Technology Center](#) to complete an Accommodations Request form. Phone: 346-3365 or Room 609 Albertson Hall.*

### Help Resources

Tutoring	Advising	Safety and General Support	Health
Tutoring and Learning Center helps with Study Skills, Writing, Technology, Math, & Collins Classroom Center (CCC) 234, ext 3568	Academic and Career Advising Center (ACAC) 209 Collins Classroom Center (CCC), ext 3226	Dean of Students Office, 212 Old Main, ext. 2611	Counseling Center, Delzell Hall (3 <sup>rd</sup> floor), ext. 3553. Health Care, Delzell Hall, ext. 4646

### UWSP Service Desk

The Office of Information Technology (IT) provides a Service Desk to assist students with connecting to the Campus Network, virus and spyware removal, file recovery, equipment loan, and computer repair. You can contact the Service Desk via email at [techhelp@uwsp.edu](mailto:techhelp@uwsp.edu) or at (715) 346-4357 (HELP) or visit this [link for more information](#).

### Care Team

The University of Wisconsin-Stevens Point is committed to the safety and success of all students. The Office of the Dean of Students supports the campus community by reaching out and providing resources in areas where a student may be struggling or experiencing barriers to their success. Faculty and staff are asked to be proactive, supportive, and involved in facilitating the success of our students through early detection, reporting, and intervention. As your instructor, I may contact the Office of the Dean of Students if I sense you are in need of additional support which individually, I may not be able to provide. You may also share a concern if you or another member of our campus community needs support, is distressed, or exhibits concerning behavior that is interfering with the academic or personal success or the safety of others, by reporting [here](#).

## Academic Honesty

Academic Integrity is an expectation of each UW-Stevens Point student. Campus community members are responsible for fostering and upholding an environment in which student learning is fair, just, and honest. Through your studies as a student, it is essential to exhibit the highest level of personal honesty and respect for the intellectual property of others. Academic misconduct is unacceptable. It compromises and disrespects the integrity of our university and those who study here. To maintain academic integrity, a student must only claim work which is the authentic work solely of their own, providing correct citations and credit to others as needed. Cheating, fabrication, plagiarism, unauthorized collaboration, and/or helping others commit these acts are examples of academic misconduct, which can result in disciplinary action. Failure to understand what constitutes academic misconduct does not exempt responsibility from engaging in it.

*UWSP 14.03 Academic misconduct subject to disciplinary action.*

(1) Academic misconduct is an act in which a student:

- (a) Seeks to claim credit for the work or efforts of another without authorization or citation;
- (b) Uses unauthorized materials or fabricated data in any academic exercise;
- (c) Forges or falsifies academic documents or records;
- (d) Intentionally impedes or damages the academic work of others;
- (e) Engages in conduct aimed at making false representation of a student's academic performance; or
- (f) Assists other students in any of these acts.

(2) Examples of academic misconduct include, but are not limited to:

- Cheating on an examination
- Collaborating with others in work to be presented, contrary to the stated rules of the course
- Submitting a paper or assignment as one's own work when a part or all of the paper or assignment is the work of another
- Submitting a paper or assignment that contains ideas or research of others without appropriately identifying the sources of those ideas
- Stealing examinations or course materials
- Submitting, if contrary to the rules of a course, work previously presented in another course
- Tampering with the laboratory experiment or computer program of another student
- Knowingly and intentionally assisting another student in any of the above, including assistance in an arrangement whereby any work, classroom performance, examination or other activity is submitted or performed by a person other than the student under whose name the work is submitted or performed.

Students suspected of academic misconduct will be asked to meet with the instructor to discuss the concerns. If academic misconduct is evident, procedures for determining disciplinary sanctions will be followed as outlined in the [University System Administrative Code, Chapter 14](#).

## Other Campus Policies

### 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.

## **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 [Title IX page](#) for more information for guidance on making confidential reports of misconduct or interpersonal violence, as well as campus and community resources available to students.

## **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 1<sup>st</sup> 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.

## **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](#)

## **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](#).

## **Voter Registration Information**

**Register:** Did you know you can register to vote and check your voter registration status at [vwww.myvote.wi.gov](http://vwww.myvote.wi.gov)?

**Vote:** In Wisconsin, you can vote absentee - or vote from home - in any election. You can request your absentee ballot at [www.myvote.wi.gov](http://www.myvote.wi.gov) (select "Vote Absentee" on the navigation page).

**Make a Difference:** Sign up to work the polls on election day by contacting your local city clerk office (find your clerk at <https://myvote.wi.gov/en-us/PollWorker>).

For more information on registration and voting procedure, visit your campus resource page at <https://linktr.ee/UWSPGOTV> or [www.myvote.wi.gov](http://www.myvote.wi.gov).