School of Human Sciences
HUSC 5189 Thesis Research
Spring 2023

**Instructor:** Rachel Jumper, Ph.D.
**Office:** EDAN 129
**Office Hours:** Monday 9-noon, Tuesday 9:00-11:00am & I am also available by appointment.

**Course Time & Location:** Online
**Office Phone:** (936) 468-2209
**Email:** jumperr@sfasu.edu or through BRIGHTSPACE

**Credits:** 1
**Prerequisites:** Permission from major professor & chair

I. **Course Description:**
A thesis is required for partial fulfillment of the MS in Human Sciences. The thesis reflects an original, scholarly contribution to the research literature relevant to human sciences. At a minimum, students will enroll in two consecutive semesters/terms for the thesis proposal/writing and the thesis oral defense which must be scheduled in two different semesters/terms. Students must register for at least one credit each fall/spring semester and summer term; must maintain continuous enrollment until the thesis is successfully defended, corrected/adjusted according to the committee’s will, and submitted to the Graduate School; must accumulate a minimum of 3 credit hours of thesis research and 3 credit hours of thesis writing.

**Course Credit Justification:** HUSC 5389 Thesis Research is classified as independent study (as opposed to lecture, seminar, lab, practicum), meaning that the only focus of the credit is the independent, but guided work of the thesis research. For each credit hour, students should expect to spend at least 45 hours/15 week fall or spring semester in study.

**Course Delivery Modality:** This course uses online asynchronous course delivery. Students are required to maintain contact with their committee chair EVERY enrolled long semester and summer term. The format of the thesis must be acceptable to the SFA Graduate School. Please refer to the most current version of the MS in Human Sciences Handbook for specific information.

**Diversity Statement:** James I. Perkins College of Education Diversity Statement is found at the following link: [https://www.sfasu.edu/coe/about/deans-office-statements](https://www.sfasu.edu/coe/about/deans-office-statements)

II. **Intended Learning Outcomes/Goals/Objectives (Program/Student Learning Outcomes):**
The mission of the College of Education is to prepare competent, successful, caring, and enthusiastic professionals dedicated to responsible service, leadership, social justice and continued professional and intellectual development in an interconnected global society.

Additional information about the College of Education vision, mission, and core values can be found at [http://coe.sfasu.edu/about-us](http://coe.sfasu.edu/about-us).

James I. Perkins College of Education Diversity Statement is found at the following link: [https://www.sfasu.edu/coe/about/deans-office-statements](https://www.sfasu.edu/coe/about/deans-office-statements)
This course relates to the College of Education’s Conceptual Framework (CF) and/or Vision, Mission, Goals, and Core Values (VMGV).

**Program Learning Outcomes:**
1. Communicate effectively, both orally and in writing, about human science theories, arguments, methods, and concepts.
2. Synthesize, critique, and critically consume quantitative and qualitative data in the field of human science.
3. Conduct research and apply theories of human sciences (thesis) OR analyze and synthesize research from the field of human sciences (comprehensive exam).

**Student Learning Outcomes:**
Upon successful completion of this course, the student will:
1. Examine the structure of a thesis
2. Identify a hypothesis/thesis statement
3. Produce a literature review
4. Prepare a thesis proposal

**III. Course Assignments, Activities, Instructional Strategies, Use of Technology:**

**Course Assignments & Activities:**
1. Students must formally contact the thesis chair at least twice each semester/term to document engagement and to report progress
2. Adhere to all Graduate School deadlines ([http://www.sfasu.edu/graduate/83.asp](http://www.sfasu.edu/graduate/83.asp))
3. Apply for Graduation prior to the semester in which you plan to schedule the dissertation oral defense ([http://www.sfasu.edu/graduate/109.asp](http://www.sfasu.edu/graduate/109.asp))
4. Prepare the thesis in a format that is consistent with APA style and format; see the MS in Human Sciences Handbook (most current version) for requirements
5. Complete the Collaborative Institutional Training Initiative (CITI) training ([http://www.sfasu.edu/researchcompliance/107.asp](http://www.sfasu.edu/researchcompliance/107.asp)) on the Office of Research and Sponsored Programs website; CITI training may be completed prior to submitting to IRB
6. Develop a comprehensive review of the literature; include all relevant scholarship published in the last 8 years related to the topic, the research questions, and the research design/methodology.
7. Develop a problem-based, research question(s)
8. Develop the thesis study proposal/prospectus, generally consisting of the first three chapters of a five or more chapter format: Introduction; Review of the Literature; Research Design & Methodology. This is generally expected to be about 30-50 pages depending on the topic.
9. Schedule the formal proposal/prospectus presentation; present/defend the proposal/prospectus; accept and refine the proposal/prospectus based on the chair and committee comments and requests; revise the proposal/prospectus
10. Preparation of the IRB application. Submit the applicable CITI Training Completion Certificate with your IRB application ([http://www.sfasu.edu/researchcompliance/103.asp](http://www.sfasu.edu/researchcompliance/103.asp)).
11. With submission of the proposal/prospectus and IRB approval, begin data collection and analyses
Use of Technology:
Please make sure that you have access to a working computer that has a reliable internet connection. You will use BRIGHTSPACE to access all your course materials and you must use technology to access the course. Internet access and a working computer are essential tools for the course. In addition, Zoom technology may be utilized in the course, so you will need a working camera, speakers, and microphone on your computer as well.

Important notes about BRIGHTSPACE:
1. Most assignments that you will upload to BRIGHTSPACE should be done using a Word document or PowerPoint. If you do not currently have, or anticipate having, access to Microsoft Office, then please make the appropriate arrangements to secure the appropriate software for use in this course. It would be virtually impossible for the professor to save work in multiple formats to accommodate for all individual software available—as such Microsoft Office is the sole means of acceptable software to be used for uploading relevant documents.
2. The most appropriate browsers to use with BRIGHTSPACE are either Google Chrome or Firefox.

Attendance:
While there is not an attendance grade for this course per se, it is important for you to note that you should frequently check-in with your advisor to update them about your progress.

IV. Evaluation & Assessments (Grading):
Student documentation of engagement and progress serve as the basis for assigning a grade of ‘P’ or ‘F’ for the enrolled term. The thesis chair determines the grade based on the student documentation – ‘P’ for or ‘F’ for inadequate progress. The assignment of a grade of ‘F’ stops the continuation of enrollment in HUSC 5190 Thesis Writing and may result in dismissal from the program.

Students who fail to contact their thesis chair within the first 12 days of class each semester/first 5 days of class each summer term will be administratively dropped from enrollment in class.

V. Tentative Course Outline
Please note that this is a tentative outline. If you wish to propose your thesis during this semester, you will have significantly less time to complete each task. Please see the COE graduate advising website at https://www.sfasu.edu/coe/student-resources/advising/graduate to review the dates. Please be advised that you must submit all work to your advisor a minimum of 14 business days prior to the dates listed on the COE webpage. Submission to advisor does not guarantee approval of work. Work will not be submitted to the next step of the process until the advisor and committee sign off on the work.
VI. **Course Textbook (Purchase required):** You may purchase digital copies if available.

*Publication Manual of the American Psychological Association* (7th edition)
Author: American Psychological Association
ISBN: 978-1-4338-3217-8


**Course readings suggested (not required):**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topics/Content</th>
<th>Activities &amp; Assignments Due</th>
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<tbody>
<tr>
<td>Jan 11-15</td>
<td>Research Design/IRB</td>
<td>Complete CITI Training Meet with Advisor (TBA)</td>
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<td>Submit IRB to Advisor for Review</td>
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<td>Jan 16-22</td>
<td>Research Design/IRB</td>
<td><em>Jan 16th is a school holiday</em> Submit IRB to SFA</td>
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<td>Jan 23-29</td>
<td>Literature Review</td>
<td>Schedule Mid-term Committee Meetings</td>
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<td></td>
<td><em>Should meet with all Committee Members</em></td>
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<tr>
<td>Jan 30-Feb 5</td>
<td>Literature Review</td>
<td>Work on Proposal</td>
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<td>Feb 6-12</td>
<td>Methodology</td>
<td>Submit Literature Review to Advisor</td>
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<td></td>
<td>Schedule Mid-term Committee Meetings</td>
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<tr>
<td>Feb 13-19</td>
<td>Methodology</td>
<td>Work on Proposal</td>
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<tr>
<td>Feb 20-26</td>
<td>Advisor Review</td>
<td>Submit Proposal to Advisor</td>
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<td>Feb 27-Mar 5</td>
<td>Advisor Feedback</td>
<td>Meet with Advisor to discuss feedback &amp; Revise</td>
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<td>Mar 6-12</td>
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<td><strong>March 6-12 Spring Break</strong></td>
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<tr>
<td>Mar 13-19</td>
<td>Committee Review</td>
<td>Submit proposal to committee</td>
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<td>Mar 20-26</td>
<td>Committee Review</td>
<td>Meet with Committee Individually to discuss progress</td>
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<td>Revise as needed</td>
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<td>Mar 27-Apr 2</td>
<td>HUSC Review</td>
<td>Submit proposal to Director of the School of Human Sciences &amp; Graduate Program Coordinator</td>
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<td>April 3-9</td>
<td>HUSC Review</td>
<td>Revise as needed</td>
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<td>Apr 10-16</td>
<td>HUSC Review</td>
<td>Revise as needed</td>
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<td>Apr 17-23</td>
<td>COE Review</td>
<td>April 17th – proposal drafts submitted to COE</td>
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<td>Apr 24-30</td>
<td>Proposal</td>
<td>Present proposal to committee members</td>
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<td>May 1-5</td>
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<td>Submit final proposal paperwork to Graduate School</td>
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VII. Course Evaluations:

“Near the conclusion of each semester, students in the Perkins College of Education electronically evaluate courses (the teaching itself and the content/assignments) taken within the PCOE. Evaluation data is used for a variety of important purposes including:

1. Course and program improvement, planning, and accreditation;
2. Instruction evaluation purposes; and
3. Making decisions on faculty (full-time and part-time) annual evaluation processes, tenure, promotion, pay, and retention.

As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the PCOE faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical!”

In the Perkins College of Education, the course evaluation process has been simplified and is completed electronically through MySFA. Although the instructor will be able to view the names of students who complete the survey, all ratings and comments are confidential and anonymous, and summarized data will not be available to the instructor until after final grades are posted.

VIII. Student Ethics and Other Policy Information: Found at http://www.sfasu.edu/policies/

Class Attendance and Excused Absence: Policy 6.7

Regular, punctual attendance, documented participation, and, if indicated in the syllabus, submission of completed assignments are expected at all classes, laboratories, and other activities for which the student is registered. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports (including the first 12 day attendance report) and in determining final grades. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for up to three weeks of absences during a semester or one week of a summer term, depending on the nature of the missed work. Make-up work must be completed as soon as possible after returning from an absence.

Academic Accommodation for Students with Disabilities: Policy 6.1 and 6.6

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 936-468-3004 as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/

Student Academic Dishonesty: Policy 4.1
Abiding by university policy on academic integrity is a responsibility of all university faculty and students. Faculty members must promote the components of academic integrity in their instruction, and course syllabi are required to provide information about penalties for cheating and plagiarism, as well as the appeal process.

**Definition of Academic Dishonesty**
Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to:
- using or attempting to use unauthorized materials on any class assignment or exam;
- falsifying or inventing of any information, including citations, on an assignment;
- helping or attempting to help another in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one's own. Examples of plagiarism include, but are not limited to:
- submitting an assignment as one's own work when it is at least partly the work of another person;
- submitting a work that has been purchased or otherwise obtained from the Internet or another source;
- incorporating the words or ideas of an author into one's paper or presentation without giving the author credit.

**Penalties for Academic Dishonesty**
Penalties may include, but are not limited to, reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university.

**Student Appeals**
A student who wishes to appeal decisions related to academic dishonesty should follow procedures outlined in Academic Appeals by Students (6.3).

**Withheld Grades: Policy 5.5**
At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work by the deadline set by the instructor of record, not to exceed one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy [i.e., Military Service Activation (6.14)]. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

If a student has been found guilty of academic dishonesty, a grade of “WP” or “WH” may be changed to “WF” at the discretion of the faculty member. In the case of a grade change to “WF”, the course will not count towards the six course drop limit since the student is incurring an academic penalty.

**Student Code of Conduct: Policy 10.4**
Disorderly conduct including but not limited to: (a) disruption or Interference of Students, faculty, administration, staff, the educational mission, or routine operations of the University. (b) Commercial solicitation on campus or with University resources without prior approval from University officials. (c) Failure to comply with a reasonable and lawful request or directive of University Officials. (d) Facilitation of Student misconduct including but not limited to assisting, conspiring, soliciting, or encouraging others to engage in conduct which violates the Student Code of Conduct. More information on Student Code of Conduct can be found at [https://www.sfasu.edu/policies/student-code-of-conduct-10.4.pdf](https://www.sfasu.edu/policies/student-code-of-conduct-10.4.pdf)
The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program at SFA.

Student Mental Health

SFASU values students’ mental health and the role it plays in academic and overall student success. SFA provides a variety of resources to support students' mental health and wellness. Many of these resources are free, and all of them are confidential.

On-campus Resources:

SFASU Counseling Services • www.sfasu.edu/counselingservices
Health and Wellness Hub (corner of E. College and Raguet) • 936-468-2401

SFASU Human Services Counseling Clinic • www.sfasu.edu/humanservices/139.asp
Human Services Room 202 • 936-468-1041

Crisis Resources:
Burke 24-hour crisis line 1(800) 392-8343
Suicide Prevention Lifeline 1(800) 273-TALK (8255)
Crisis Text Line: Text HELLO to 741-741

Student Responsibility

It is the responsibility of the student to keep up with all dates and to submit work in a timely manner. Submitting by the latest deadline does not guarantee that the student will propose during the enrolled semester. The draft must be approved at each level (advisor, committee, Graduate Program Coordinator, Director, Dean) before being sent to the next level of approval. Submission does not guarantee approval and student should be prepared to make edits until the submission is approved. If the proposal is not approved by the deadlines, the student will be required to reenroll in a minimum of 1-hour of HUSC 5189 the following semester and each subsequent semester until the proposal is approved.

Office Hours
I conduct my office hours via Zoom, if you would like to attend office hours in person, please notify met that you will be coming by the office. When using Zoom, I try to conduct my office hours (as much as I can) as if we were still in person! I want to see your face and get to visit with you. :) If you came to my physical office for office hours and another student was there, you would wait in the hall until I finished with the person who was already there. What that means for you on Zoom is that when you follow the link for office hours from the course and log on to the office hours, you will be put into a "waiting room." You’ll see a message that I will let you in shortly. If there is no student there already and no student in my physical office, I will immediately let you in. If you have to wait for a few minutes, that means I’m with someone. Don’t worry, I WILL get to you in the order that you entered the waiting room. Even it is past the time for my office hours to end, I’ll get to everyone who logs on! So if you have to wait, please be patient and know that I haven’t forgotten you are there.