

Syllabus for
GADM 920—Directed Study
1-3 Credit Hours
Spring 2014

The Mission of the Oral Roberts University College of Education is to provide the opportunity for individuals who hold Christian principles to participate in initial and advanced study in preparation for the professional public and private responsibilities in the field of education throughout the world. The College of Education's mission includes training and developing professional educators with a Christian worldview who will go into every person's world as transformed educators who will impact society for the purpose of transforming the next generation.

I. COURSE DESCRIPTION

Allows students to pursue relevant educational literature and to conduct research projects that pertain to their degree programs and special interests. It also provides opportunities for students to examine existing studies, reports, and documents relevant to an area of interest and combine them into an insightful paper or a project.

Prerequisites: Doctoral standing and permission of the professor.

II. COURSE GOALS

The purpose of this course is to enable the student to do the following:

- A. Conduct research, participate in activities, and/or prepare materials related to education.
- B. Participate in and have the option of (a) research-based, (b) product-based, and/or (c) activity-based experience that has been approved by the faculty course advisor.

III. STUDENT LEARNING OUTCOMES FOR THIS COURSE

As a result of successfully completing this course, the student will be able to do the following:

- A. Discuss in-depth issues concerning his or her topic.
- B. Describe the College of Education Conceptual Model and discuss the integration of a biblical foundation and Christian worldview as related to a whole person education.

IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

A. Required Materials

- 1. None Required
Although specific readings may be assigned by the instructor.
- 2. Other
None

B. Optional Materials

- 1. Textbooks
None
- 2. Other
American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author. ISBN 9781433805615

V. POLICIES AND PROCEDURES

- A. University Policies and Procedures (may or may not be applicable)
 - 1. Attendance at each class or laboratory is mandatory at Oral Roberts University. Excessive absences can reduce a student's grade or deny credit for the course.
 - 2. Students taking a late exam because of an unauthorized absence are charged a late exam fee.
 - 3. Students and faculty at Oral Roberts University must adhere to all laws addressing the ethical use of others' materials, whether it is in the form of print, video, multimedia, or computer software. By submitting an assignment in any form, the student gives permission for the assignment to be checked for plagiarism, either by submitting the work for electronic verification or by other means.
 - 4. Final exams cannot be given before their scheduled times. Students need to check the final exam schedule before planning return flights or other events at the end of the semester.
 - 5. Students are to be in compliance with university, school, and departmental policies regarding Whole Person Assessment requirements. Students should consult the WPA handbooks for requirements regarding general education and the students' majors.
 - a. The penalty for not submitting electronically or for incorrectly submitting an ePortfolio artifact is a zero for that assignment.
 - b. By submitting an assignment, the student gives permission for the assignment to be assessed electronically.
- B. College and/or Department Policies and Procedures
 - 1. Oral Roberts University outcomes and College of Education Institutional Standards along with state and national accreditation standards are collected and assessed through the College of Education ePortfolio processes.
 - 2. Assessment Requirements

Course specific artifacts are submitted into ePortfolio. A College of Education approved ePortfolio is a requirement for all College of Education Candidates.
 - 3. Independent Study, Dissertations, or Internships
 - a. Cheating in any form, including plagiarism, will not be tolerated. Any student caught cheating will receive a zero for that exam and/or risk receiving an F for the course. *Merriam-Webster's Collegiate Dictionary* defines plagiarize as "to steal and pass off (the words of another) as one's own." In standard academic practice, **this means if a student copies more than three consecutive words** written or spoken by another, the student must acknowledge the source of these words by using the proper reference notation as dictated by the *Publication Manual of the American Psychological Association*, 6th edition.
 - b. **Absolutely no** research involving human subjects may be performed until **full** approval of the Institutional Review Board has been obtained. Any such research done prior to approval of the IRB will be null and void and may carry a federal penalty.
 - c. Credit for any independent study must be earned/completed in the semester in which the student is enrolled. (Exceptions may be petitioned in cases of severe illness/emergencies.)
 - 4. In-Class Studies (or All Other Studies)
 - a. Class attendance is an absolute **must** for the student to gain full benefit from his/her enrollment. Absences affect the student's grade. Any

student leaving class before dismissal or coming late will be marked absent. Extended illness will be handled on an individual basis and will require verification from a doctor.

- b. Students who miss class for university-sponsored activities must present an administrative excuse form with appropriate signatures prior to the event and must not miss if committed to a class presentation or exam. If participation in the event is voluntary, the student will not be permitted to do make-up work nor complete an exam missed.
- c. Cheating in any form, including plagiarism, will not be tolerated. Any student caught cheating will receive a zero for that exam and/or risk receiving an F for the course. *Merriam-Webster's Collegiate Dictionary* defines plagiarize as "to steal and pass off (the words of another) as one's own." In standard academic practice, **this means if you copy more than three consecutive words** written or spoken by another, you must acknowledge the source of these words by using the proper reference notation as dictated by the *Publication Manual of the American Psychological Association*, 6th edition.
- d. **Absolutely no** research involving human subjects may be performed until **full** approval of the Institutional Review Board has been obtained. Any such research done prior to approval of the IRB will be null and void and may carry a federal penalty.

C. Course Policies and Procedures

1. Evaluation Procedures

- a. Upon submission of a written progress report to the professor of credit by the fourth week of the semester, the student receives verbal and/or written feedback from the professor.
- b. Upon submission of a second written progress report to the professor of credit by the eighth week of the semester, the student receives verbal and/or written feedback from the professor.
- c. Upon submission of a third progress report to the professor of credit by the twelfth week of the semester, the student receives verbal and/or written feedback from the professor.
- d. The letter grade for the course is based upon the final project and includes the following criteria:
 - (1) Timeliness and completeness of the three progress reports.
 - (2) Adequacy and depth of topic, product, or project completed.
 - (3) Adherence to the format and style of report or project as required by the professor of credit.
 - (4) A log of time spent on the product or project. This is a list by date, hours spent, and activity in which student is involved during that time. This log must be available upon demand at any time during the semester and must be presented to the professor of credit at the end of the independent study.
 - (5) A minimum of 40 hours of work is expected of the student for each credit hour enrolled.

2. Whole Person Assessment Requirements

The College of Education has no Whole Person Assessment Requirements. However, the Oral Roberts University outcomes are reflected through the College of Education Institutional Standards.

3. Other Policies and/or Procedures

- a. Course activities:
 - (1) Research-based directed studies
 - (a) Students engage in readings and reviews of published literature, journals, studies, etc.
 - (b) Students formulate specific direction and purposes for research as well as an appropriate written analysis of their findings.
 - (2) Product-based directed studies
 - (a) Students engage in appropriate research as a background and basis for selected project.
 - (b) Students' final goal is the production of original works and/or projects (e.g., budgets, manuals, handbooks, etc.)
 - (3) Activity-based directed studies
 - (a) Students engage in specific activities and/or experiences (e.g., observation, teaching, participation in special events, etc.) necessary to achieve the stated objectives.
 - (b) Students actively pursue a process of improvement and development in their respective fields of education.
- b. The amount of credit awarded for the independent study is recommended and approved by the professor of credit prior to submission of the request to the academic advisor.
- c. Students must complete the work within the semester of enrollment. Only upon petition and rare circumstances is a student given an incomplete and allowed to finish the course work in the subsequent semester.
- d. The student meets with the professor of credit during the first two weeks of the semester in which the student is enrolled in the independent study.
- e. The student is responsible for regular contact with the professor of credit as outlined by the professor.
- f. Credit for any independent study must be earned/completed in the semester in which the student is enrolled. (Exceptions may be petitioned in cases of severe illness/emergencies.)

VI. COURSE CALENDAR

Session	Topic
1	Meet with professor of credit. Determine focus of study
2	Submit a projected timeline for completion of study.
3	Submit progress report to professor of credit.
4	Submit progress report to professor of credit.
5	Submit progress report to professor of credit.

Session	Topic
6	Report/project due.
7	Revisions due. Time log due.

Course Inventory for ORU's Student Learning Outcomes
GADM 920—Directed Study
Spring 2014

This course contributes to the ORU student learning outcomes as indicated below:

Significant Contribution – Addresses the outcome directly and includes targeted assessment.

Moderate Contribution – Addresses the outcome directly or indirectly and includes some assessment.

Minimal Contribution – Addresses the outcome indirectly and includes little or no assessment.

No Contribution – Does not address the outcome.

The Student Learning Glossary at <http://ir.oru.edu/doc/glossary.pdf> defines each outcome and each of the proficiencies/capacities.

***Due to the individualized nature of Directed Studies the outcomes addressed will vary by the Directed Study topic.**

OUTCOMES & Proficiencies/Capacities		Significant Contribution	Moderate Contribution	Minimal Contribution	No Contribution
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1	Outcome #1 – Spiritually Alive Proficiencies/Capacities				
1A	Biblical knowledge				
1B	Sensitivity to the Holy Spirit				
1C	Evangelistic capability				
1D	Ethical behavior				

2	Outcome #2 – Intellectually Alert Proficiencies/Capacities				
2A	Critical thinking	X			
2B	Information literacy	X			
2C	Global & historical perspectives				
2D	Aesthetic appreciation				
2E	Intellectual creativity				

3	Outcome #3 – Physically Disciplined Proficiencies/Capacities				
3A	Healthy lifestyle				
3B	Physically disciplined lifestyle				

4	Outcome #4 – Socially Adept Proficiencies/Capacities				
4A	Communication skills				
4B	Interpersonal skills				
4C	Appreciation of cultural & linguistic differences				
4D	Responsible citizenship				
4E	Leadership capacity				

Due to the individualized nature of Directed Studies, the Institutional Standards addressed in each Directed Studies may vary. However, it is expected that most Directed Studies will address many of the following Institutional Standards: 1, 2, 3, 4, 8, 11, 15, and 16.