

Master's Project Seminar

HSCD 651 Spring 2018

Meeting Times

Classroom sessions: Saturdays, Jan 13, Feb 10, Mar 17, Apr 14, 9am-12pm, SJH 256
This is a hybrid course with substantial online work between classroom sessions.

Faculty

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Purpose of the Course

Course Description

This course supports students in creating projects designed to improve service delivery or community resources in substance use disorders counseling (SUDC) or co-occurring disorders counseling (CODC). Building on work begun in HSCD 650, students review literature relevant to their topic areas, network with local service providers regarding opportunities for implementing their projects with underserved populations, and present proposals for their master's projects.

Prerequisite: HSCD 650

Competence Statement

Students are prepared to undertake a community-based change or research project grounded in existing knowledge and assessed community need.

Learning Objectives

During their participation in this course, students:

- develop and propose a project designed to improve service delivery and/or community resources for those with substance use or co-occurring disorders
- develop relationships with and elicit input from relevant service providers, community organizations and/or participants from underserved or marginalized communities
- complete a literature review and, if engaging in research activities, gain approval from the Human Subjects Review Board
- complete a workshop in student-directed learning and create a student-designed independent study for the implementation and completion of the master's project

Learning Strategies and Activities

Review of Scholarly Literature
Workshops
Written Assignments
Presentation

Texts, Materials, Media and Resources

Textbooks

There is no required textbook for this course. Students may find the following text useful: Mertens, Donna M. (2014) *Research and Evaluation in Education and Psychology: Integrating Diversity With Quantitative, Qualitative, and Mixed Methods, 4th ed.* Thousand Oaks, CA: Sage Publications, Inc.

D2L Brightspace

This course includes library and online elements. You will make extensive use of D2L throughout the course for a variety of purposes, such as obtaining course documents and submitting written assignments. If you are not conversant with D2L, please contact me right away. You can obtain help with D2L from Metro State's Center for Online Learning (COL); for more, see <http://www.metrostate.edu/msweb/explore/col/>.

Additional Reading Assignments and Discussions

Book chapters and journal articles that are required or recommended reading will be posted in D2L.

Video Materials

Required and recommended video materials will be posted on or linked to in D2L.

Library

Building skill in performing research online will be important in each of your graduate classes. The Metropolitan State University Library has many resources, including search engines, collections and instructional videos. For more, see <http://www.metrostate.edu/msweb/resources/library/> or contact our library liaison, Christine Larson (christine.larson@metrostate.edu).

Assignments and Evaluation Criteria

Note: All written assignments are to be submitted in APA format unless otherwise indicated.

Research Training

Students will complete all required modules of the Collaborative Institutional Training Initiative (CITI) training for social and behavioral researchers. The “Completion Record” is to be submitted via D2L. If a student has completed CITI training within the past two years, the record from that training may be submitted. Score: 25 points

Human Subjects Review (if applicable)

Students are to discuss their projects with the instructor early in the semester to determine whether they must submit applications to the Metropolitan State Human Subjects Review Board (HSRB). If HSRB review is required, students must complete and submit applications and supporting materials through IRBNet, respond to all HSRB requests for amendments or modifications, and gain approval for their projects. This is done in collaboration with the faculty member who acts as principal investigator on the project. A handout detailing this assignment is posted in D2L. Score: 25 points for application submission + 25 points for approval = 50 points

Project Proposal

Students will create proposals for their master’s projects. Preparation for each proposal will include an initial draft, documentation of community partnership, a literature review and a proposal presentation. The proposal presentation is the portfolio item for this course. A handout detailing this assignment and a grading rubric is posted in D2L. Score: 25 points for draft + 25 points for documentation of partnership + 100 points for lit review + 100 points for presentation = 250 points

SDIS Proposal

Students will complete a workshop on student-directed learning and a Student-Designed Independent Study (SDIS) proposal for the implementation of their master’s projects. The workshop schedule and proposal form are posted in D2L. Students must engage faculty supervision for the SDIS; this will be discussed in class. Score: 25 points

Grading Scheme

CITI Training	25 pts
Human Subjects Review (if needed)	50 pts
Project Proposal	250 pts
SDIS Proposal	<u>25 pts</u>
Total	350 pts

Note: If human subjects review is not needed, grading is based on 300 maximum possible points.

Determination of final letter grade:

93-100%	A
90-92.9%	A-
87-89.9%	B+
83-86.9%	B
80-82.9%	B-
77-79.9%	C+
73-76.9%	C
<73%	F

The following is Metro State policy for all graduate programs: “To remain in good standing and to be qualified for graduation, you must maintain a cumulative grade point average of at least 3.0. Grades below C do not apply to program requirements, but are calculated in the cumulative grade point average.”

Note that this course makes use of two methods for communication between class sessions.

- *Remind*: The Remind app and www.remind.com are used for text-based communication. The instructor will make every effort to respond to Remind communications before the end of the day they are sent. The link for this course is <https://www.remind.com/join/651sp18>. This link is also posted in the Announcements section in D2L.
- *VoiceThread*: This online discussion tool is used to answer questions about assignments. The instructor will make every effort to respond to VoiceThread questions within 24 hours (excluding Sundays). The link for this course is <https://voicethread.com/groups/subscribe/7389444/acfc4deeb/>. This link is also posted in the Announcements section in D2L.

Instructor and Institutional Policies

Policies applicable to all graduate programs can be found at <http://www.metrostate.edu/student/course-info/course-info/graduate-policies-and-procedures>.

Deadlines: All assignments are submitted via D2L. Assignment due dates are listed in the Course Schedule and in D2L. Late submission of assignments will result in a loss of 10% of your score per day. For example, if an assignment is turned in three days late, I will score it, then subtract 30% of my score.

Integrity: You don't succeed in this course unless you are doing your own work (regardless of what grade you receive). You're expected to maintain academic integrity in fulfilling all course requirements. Cheating, plagiarizing and other violations of academic integrity are dishonest and unacceptable practices, and consequences for them may include failing an assignment, failing the course, probation, suspension or expulsion from the program. See the D2L program site for the document entitled “AIP_Student_Guide.” It is Metro State

policy that faculty report violations of the academic integrity policy. This course makes use of Turnitin as an originality checker for most assignment submissions.

Diversity and Disability Statement: Our institution values diversity and inclusion; we are committed to a climate of mutual respect and full participation. Our goal is to create learning environments that are usable, equitable, inclusive and welcoming. If there are aspects of the instruction or design of this course that result in barriers to your inclusion or accurate assessment or achievement, please notify the instructor as soon as possible. Students with disabilities are also welcome to contact the Center for Accessibility Resources to discuss a range of options to removing barriers in the course, including accommodations. The Center for Accessibility Resources is located in New Main, room L223, and can be reached at 651-793-1549 or Accessibility.Resources@metrostate.edu.

Changes to Course Content: This syllabus and the content of the course are subject to change by the instructor. Changes will be announced in the D2L Announcements section and via email.

Incompletes: An Incomplete will be granted only in cases of extreme hardship (medical or family emergencies) and only if you have already completed most (75-80%) of the coursework. The instructor determines what constitutes appropriate documentation. If you are granted an incomplete, all coursework must be completed within an agreed-upon time. In any event, all coursework must be completed by the end of the following semester.

Email: All outgoing email from Metro State, including D2L updates, course announcements, program announcements, reminders, etc., goes to your Metro State email account. For a variety of security reasons, it is Metro State policy that all incoming email from students be sent from Metro State email accounts. Students bear sole responsibility for any email communication that does not get delivered, read or responded to because it is sent from an outside account.

HSCD 651 Spring 2018 Course Schedule

DATE	CLASS SESSIONS/ASSIGNMENTS DUE
Sat, Jan 13	Class Session #1 Seminar Introduction Choosing a Master's Project Human Subjects Review: Research Ethics, CITI Training and HSRB Approval
Sat, Jan 20	CITI Training Completion Record due
Sat, Feb 3	Initial Proposal Draft due
Sat, Feb 10	Class Session #2 Literature Review Project Updates SDIS and Faculty Supervision
Sat, Feb 24	Community Partnership Letter due HSRB Application due in IRBNet (if applicable)
Mar 4-10	SPRING BREAK
Sat, Mar 17	Class Session #3 Literature Review Project Updates Proposal Presentations
Sat, Mar 24	Student-Directed Learning Get Started Lab completed Literature Review due
Apr 7	Student-Designed Independent Study Proposal due
Between Mon, Mar 27 and Fri, Apr 13	Proposal Presentation
Fri, Apr 13	Presentation PowerPoint due HSRB Approval due
Sat, Apr 14	Class Session #4 Project Updates Next Steps Course Completion