

**EDLD740B/EDS286: Advanced Topics in Leadership:
Dissertation Proposal Writing**
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COURSE DESCRIPTION

Advanced Topics in Leadership

Explores topical issues in the field of leadership. It focuses on recent developments that have broad implications for research and practice in educational leadership. Course subjects will vary each time the course is offered.

Course Overview

This course aims to support JDP students in writing their dissertation proposals along with adopting strategies that improve their writing process.

Student Learning Outcomes

In the end of this course, students will:

- Develop an understanding of oneself as a writer
- Make progress on their dissertation proposal writing
- Develop the skills to optimize their writing process

CSUSM, SCHOOL OF EDUCATION MISSION STATEMENT

The mission of the School of Education community is to collaboratively transform education. We:

- Create community through partnerships
- Promote and foster social justice and educational equity
- Advance innovative, student-centered practices
- Inspire reflective teaching and learning
- Conduct purposeful research
- Serve the school, college, university, and community

CSUSM, BASIC TENETS OF OUR CONCEPTUAL FRAMEWORK

- Student centered education
- Research and theory specific to the program field inform practice
- Connections and links between coursework and application
- Strong engagement between faculty and candidates
- Co-teaching clinical practice
- Culturally responsive pedagogy and socially just outcomes

GENERAL CONSIDERATIONS

CSUSM School of Education attendance policy

Students **must** participate in 80% of the course sessions to receive credit for this course. Additional absences may further impact the course grade. If the absence is predictable (e.g. professional obligation), the student should inform the instructor ahead of time. If the absence is unanticipated, the student should initiate contact with the instructor as soon as possible. Notification of an absence does not constitute an excuse.

CSUSM Accommodation Services

Students with disabilities who require reasonable accommodations must be approved for services by providing appropriate and recent documentation to the Office of Disabled Student Services (DSS). This office is located in Craven Hall 4300, and can be contacted by phone at (760) 750-4905, or TTY (760) 750-4909. Students authorized by DSS to receive reasonable accommodations should meet with their instructor during office hours or, in order to ensure confidentiality, in a more private setting.

CSUSM Academic Honesty Policy

Students will be expected to adhere to standards of academic honesty and integrity, as outlined in the Student Academic Honesty Policy. All assignments must be original work, clear and error-free. All ideas/material that are borrowed from other sources must have appropriate references to the original sources. Any quoted material should give credit to the source and be punctuated accordingly.

Academic Honesty and Integrity: Students are responsible for honest completion and representation of their work. Your course catalog details the ethical standards and penalties for infractions. There will be zero tolerance for infractions. If you believe there has been an infraction by someone in the class, please bring it to the instructor's attention. The instructor reserves the right to discipline any student for academic dishonesty, in accordance with the general rules and regulations of the university. Disciplinary action may include the lowering of grades and/or the assignment of a failing grade for an exam, assignment, or the class as a whole.

Incidents of Academic Dishonesty will be reported to the Dean of Students. Sanctions at the University level may include suspension or expulsion from the University.

Refer to the full Academic Honesty Policy at:

http://www.csusm.edu/policies/active/documents/Academic_Honesty_Policy.html

Plagiarism

As an educator, it is expected that each candidate (course participant) will do his/her own work, and contribute equally to group projects and processes. Plagiarism or cheating is unacceptable under any circumstances. If you are in doubt about whether your work is paraphrased or plagiarized see the Plagiarism Prevention for Students website

<http://library.csusm.edu/plagiarism/index.html>. If there are questions about academic honesty, please consult the University catalog.

OUR LEARNING COMMUNITY

The following Community Agreements and Teaching/Learning philosophy will serve as the foundational principles by which we relate to each other as we learn together. As a community, we can add specifics to these principles as we need.

Community Agreements

- We speak from our own experience
- We are open to hearing others
- We share air time
- We are willing to have our thinking challenged
- We respect confidentiality
- We share experiences that are issue focused, not necessarily who said it or where
- Each of us participates using a “value added” approach by expanding upon ideas, providing examples, and/or expressing a different perspective.

COURSE READINGS

There are no readings for this course.

COURSE REQUIREMENTS

- 1. Participation (50 points):** Your attendance and active participation during face-to-face meetings are essential to achieving the student learning outcomes for this course. Students are expected to come prepared to write, participate in classroom activities, and engage in meaningful conversations that support the further development of targeted knowledge and skills. Students will receive 10 points for meeting the above requirements for each face-to-face meeting.
- 2. Submit the Latest Version/Draft of Your Dissertation Proposal (10 points):** You will submit the latest version/draft of your dissertation proposal in Google Doc or Word document in Cougar Courses (<https://cc.csusm.edu>). (**Due Date: Tuesday, September 26**)
- 3. Submit Your Plan/Goals for this Class (10 points):** You will share your plan and goals for this class in Cougar Courses. A template will be provided to help you identify your writing goal and how to achieve this goal throughout the course (**Due Date: Wednesday, September 27**)
- 4. Submit CITI Certificate (10 points):** As part of the Intuitional Review Board (IRB) process, every researcher must go through an online training called CITI (Collaborative Intuitional Training Initiative) and earn a CITI certificate as an evidence of completing their training. You will submit your CITI certificate to the designated folder in Cougar Courses. If you already completed the CITI training in another class, then login to the CITI website and download the copy of your certificate and upload it to the Cougar Courses. If you have not completed the CITI training, you need to create an account and go through the online training to earn your certificate. Instructions for how to setup CITI training are provided in Cougar Courses. (**Due Date: Friday, September 29**)

5. **Submit Your Logic Model (20 points):** A logic model is a tool researchers use to organize their research project goals, planning, and evaluation. It helps researchers to think through different components of their project and how they connect to produce anticipated outcomes. Think about a logic model as an abstraction or representation of a research project. You will develop a logic model in the beginning of the course using Google Drawings. A logic model template will be provided to help you organize, develop strategies, and reflect on the problem you would like to solve, i.e. the reason why you are doing your research study. (**Due Date: Saturday, September 30**)
6. **Create and Enter Your Progress into a Writing Progress Log (50 points):** The purpose of creating a writing progress log is to keep track of your writing and learn more about yourself as a writer. A progress log template will be provided to help you record and reflect on your dissertation proposal writing progress. You will create a writing progress log using a Google Sheets and submit the link in the designated folder in Cougar Courses. You will enter your progress into the log at the end of each writing workshop (a total of 5 times; each entry is worth 10 points). (**Due Dates: Create & Login 1st Entry Sept. 30; 2nd Entry Oct. 3; 3rd Entry Oct 10; 4th Entry Oct. 14; 5th Entry Tues., Oct. 17**)
7. **Submit Your IRB Application & Forms (40 points):** After you defend your dissertation proposal and before you can collect data, you must fill out an IRB application form along with consent forms for your participants. You will draft the IRB application form and consent forms and submit them to Cougar Courses. (**Due Date: Tuesday, October 17**)
8. **Submit Dissertation Proposal Draft/Latest Version (80 points):** You will submit a new version/draft of your dissertation proposal at the end of the course in a Google Doc or Word document. (**Due Date: Sunday, October 22**)
9. **Submit Revised Logic Model (20 points):** Throughout the course, you will modify the logic model you created in the beginning of the course as you write and think through the connections between the different components of your dissertation proposal. You will submit the revised version of your logic model that matches with the latest version/draft of your dissertation proposal. (**Due Date: Sunday, October 22**)

GRADING STANDARDS

94% – 100% A	90% – 93% A-
87% – 89% B+	84% – 86% B
80% – 83% B-	77% – 79% C+
74% – 76% C	70% – 73% C-
60% – 69% D	Below 60% F

COURSE SCHEDULE

Class Meeting	Date	Topic	Assignments
1	September 26 TUESDAY 6-9PM	No face-to-face meeting	<ol style="list-style-type: none"> 1. Post your plan/goals for this class on Cougar Courses 2. Submit the latest version/draft of your proposal 3. Take CITI training (if you haven't done it already) and submit your CITI certificate to Cougar Courses. <i>Note: If your chair is a UCSD faculty, then you need to select University of California San Diego as your affiliate group.</i>
2	September 30 SATURDAY 10AM-4:00PM	Generating a Logic Model Generating a Progress Log Writing Workshop I Logging in Your Progress	<ol style="list-style-type: none"> 1. Submit Your Logic Model on Cougar Courses. 2. Submit Your Progress Log onto Cougar Courses and login your progress.
3	October 3 TUESDAY 6-9PM	Writing Workshop II Logging in Your Progress	<ol style="list-style-type: none"> 1. Login Your Progress
4	October 10 TUESDAY 6-9PM	Writing Workshop III Logging in Your Progress	<ol style="list-style-type: none"> 1. Login Your Progress
5	October 14 SATURDAY 10AM-4:00PM	Institutional Review Board (IRB) Application Preparation Writing Workshop IV Logging in Your Progress	<ol style="list-style-type: none"> 1. Login Your Progress 2. Submit Your IRB Application Form & Consent Forms
6	October 17 TUESDAY 6-9PM	Writing Workshop V Logging in Your Progress	<ol style="list-style-type: none"> 1. Login Your Progress 2. Dissertation Proposal Draft 3. Revised Logic Model