

GEORGE MASON UNIVERSITY
COLLEGE OF EDUCATION & HUMAN DEVELOPMENT
EDLE 895 DL: Emerging Issues in Administration and Supervision

Spring 2020

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Schedule: January 21, 2020 through May 13, 2020

Catalog Descriptions:

EDLE 895— Emerging Issues in Administration and Supervision. *Prerequisites: admission to PhD program or permission of instructor.* Covers selected emerging issues in educational leadership. Students engage in research, study, discussion, and writing about various topics selected for study.

Course objectives & relationship to program goals:

The first courses in the EDLE doctoral specialization sequence allowed students to explore their research interests in the context of the larger sweep of education leadership as a field, with a focus on how leaders at all levels impact the effectiveness and improvement of schools and school systems. These survey courses introduced students to a wide variety of theory and applied research on leadership, school organization, policy and decision making. The courses also provided the opportunity for students to begin to develop their *personae* as researchers, and to develop the necessary skills to be successful as a doctoral candidate in education leadership.

EDLE 895 is the last of the required classes in the EDLE doctoral specialization sequence. In contrast to the initial survey classes, the objective of this class is to allow students to develop a *deep understanding* of a problem they envision researching as a scholar, based on a thorough examination of the published research literature. At the culmination of the class, students will present a prospectus that describes the problem and related research questions that they plan to study; situate these questions within the literature by providing a clear conceptual framework for the study; and provide a clear and compelling rationale for conducting the study (i.e., demonstrate the importance of addressing these questions in relation to extending the knowledge base and/or improving leadership practice).

All courses in the EDLE specialization are designed around the theme of connecting *theory, research, and practice*. Thus, we will explore:

1. Theory: What are the features and assumptions of the perspective used to inform your work? What content themes are stressed? Does the perspective adequately describe, explain, and predict something of interest in the world of educational leaders?
2. Research: What kinds of empirical questions tend to be addressed using this perspective? Are there any particular methodological considerations associated with the perspective (i.e., unit of analysis, typical research methods used)?
3. Practice: What does each perspective help us understand about school leadership, organization, and decision making? What are the limitations of the perspective?

Student Outcomes:

Students successfully completing this course will be able to:

1. Read applied research literature and present a summary and critique of literature in relation to the potential contribution of the work to their own research;
2. Engage in online class conversations that explore a research topic of relevance to the field that represents an opportunity for future scholarly investigation;
3. Describe, verbally and graphically, a conceptual framework that informs their area of interest;
4. Write a coherent research prospectus that includes a statement of the research problem, a conceptual framework, and rationale for study.

Relationship to Program Goals

EDLE 895 is a course in the Education Leadership specialization in the Ph.D. in Education program. It is aligned with the **CEHD Core Values: Collaboration, Ethical Leadership, Innovation, Research-Based Practice, and Social Justice**. This course also directly addresses the two major Ph.D. in Education Program goals: 1) Improve knowledge and skills useful in current or planned educational and counseling roles; and 2) Improve the ability to analyze current social, economic, political, and ethical issues and concerns in their relationship to various educational and community situations and activities. A major goal of the Ph.D. in Education Program is to teach students how to conduct research. Developing a conceptual framework and connecting existing research to a research topic of significance is a key component of engaging in and writing about research.

Nature of course delivery:

This is an online course that will include a variety of activities and exercises. Broadly speaking, your primary responsibilities are 1) to read the literature; 2) to share your questions, reflect on your experiences, and engage in productive discussion to make the literature relevant to the world of practice that we experience and understand; and 3) to write, share your written work, and provide feedback to others in a respectful fashion.

1. Classes will reflect a balance of activities that enable students to participate actively in the development of their *personae* as scholars. To promote an atmosphere that allows us to accomplish this, we will:
 - a. Commit to submitting assignments in a timely manner as specified in designated Blackboard (Discussion Board) due dates.
 - b. Agree to disagree respectfully during class discussions;
 - c. Strive to be open to new ideas and perspectives; and
2. Student work will reflect what is expected from scholars. As such, students are expected to:
 - a. write papers that are well researched, proofread, submitted in a timely fashion, and consistent with APA guidelines;
 - b. participate actively in online class discussions in a manner that challenges the best thinking of the class;
 - c. provide constructive feedback to others both on their ideas and on their written work, striving to learn from each other and to test each other's ideas.
3. We will endeavor to create an online classroom climate that approximates what we know about learning organizations. As such, it is important that we create a space that allows participants to try out new ideas and voice opinions without fear of ridicule or embarrassment. The hallmark of a learning organization is a balance between openness and constructive feedback; hence, everyone is expected to:
 - a. be fully engaged in the course;
 - b. demonstrate appropriate respect for one another;
 - c. voice concerns and opinions about class process openly;
 - d. recognize and celebrate each other's ideas and accomplishment;

- e. show an awareness of each other's needs.

Course Delivery Method

This is a 100% online course using an asynchronous format via the Blackboard learning management system (LMS) housed in the MyMason portal. You will log in to the Blackboard course site using your Mason email name (everything before @masonlive.gmu.edu) and email password. The course site will be available on January 21, 2020.

Under no circumstances, may candidates/students participate in online class sessions (either by phone or Internet) while operating motor vehicles. Further, as expected in a face-to-face class meeting, such online participation requires undivided attention to course content and communication.

Technical Requirements

To participate in this course, students will need to satisfy the following technical requirements:

- High-speed Internet access with standard up-to-date browsers. To get a list of Blackboard's supported browsers see:
https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#supported-browsers

To get a list of supported operation systems on different devices see:

https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#tested-devices-and-operating-systems

- Students must maintain consistent and reliable access to their GMU email and Blackboard, as these are the official methods of communication for this course.
- Students will need a headset microphone for use with the Blackboard Collaborate web conferencing tool. [Delete this sentence if not applicable.]
- Students may be asked to create logins and passwords on supplemental websites and/or to download trial software to their computer or tablet as part of course requirements.
- The following software plug-ins for PCs and Macs, respectively, are available for free download: [Add or delete options, as desire.]
 - Adobe Acrobat Reader: <https://get.adobe.com/reader/>
 - Windows Media Player:
<https://support.microsoft.com/en-us/help/14209/get-windows-media-player>
 - Apple Quick Time Player: www.apple.com/quicktime/download/

On-line Expectations

- **Course Week:** Because online courses do not have a “fixed” meeting day, our week will **start** on Monday and **finish** on Friday with assignments typically due by Sunday afternoon EXCEPT where noted on the syllabi. This schedule should allow sufficient time to complete and post assignments for this course.
- **Log-in Frequency:** Students must actively check the course Blackboard site and their GMU email for communications from the instructor, class discussions, and/or access to course materials at least 3 times per week.

- **Participation:** Students are expected to actively engage in all course activities throughout the semester, which include viewing of all course materials, completing course activities and assignments, and participating in course discussions and group interactions.
- **Technical Competence:** Students are expected to demonstrate competence in the use of all course technology. Students who are struggling with technical components of the course are expected to seek assistance from the instructor and/or College or University technical services.
- **Technical Issues:** Students should anticipate some technical difficulties during the semester and should, therefore, budget their time accordingly. Late work will not be accepted based on individual technical issues.
- **Workload:** Please be aware that this course is **not** self-paced. Students are expected to meet *specific deadlines* and *due dates* listed in the **Class Schedule** section of this syllabus. It is the student's responsibility to keep track of the weekly course schedule of topics, readings, activities and assignments due.
- **Instructor Support:** Students may schedule a one-on-one meeting to discuss course requirements, content or other course-related issues. Students should email the instructor to schedule a one-on-one session, including their preferred meeting method and suggested dates/times.
- **Netiquette:** The course environment is a collaborative space. Experience shows that even an innocent remark typed in the online environment can be misconstrued. Students must always re-read their responses carefully before posting them, so as others do not consider them as personal offenses. *Be positive in your approach with others and diplomatic in selecting your words.* Remember that you are not competing with classmates, but sharing information and learning from others. All faculty are similarly expected to be respectful in all communications.
- **Accommodations:** Online learners who require effective accommodations to insure accessibility must be registered with George Mason University Disability Services.

Course materials:

Since this class is heavily focused on students' own research interests, there is only one required text that is limited in length. You should use information in the readings from book chapters (Bryk) and research articles in the development of your work products. All students are expected to have access to a personal computer and the ability to use basic word processing, e-mail and Web browser programs. **All correspondence by e-mail will use your Mason e-mail account.** We will also use Blackboard to facilitate communication, to post assignments and class handouts, and to submit written work for assessment. The majority of our work will be through Discussion Board and under Assignments.

Required Text

Bryk, A. S., Gomez, L. M., Grunow, A., & LeMahieu, P. G. (2015). *Learning to improve: How America's schools can get better at getting better.*

Recommended Text

Publication Manual of the American Psychological Association (7th edition). Washington, D.C.: American Psychological Association.

Grading:

Consistent with expectations of any doctoral program, grading is based heavily on student performance on written assignments. The assignments constructed for this course reflect a mix of skills that build toward the presentation of a coherent research prospectus and ability to collaborate with colleagues. Overall, written work will be assessed using the following broad criteria:

- Application of concepts reflected in online class discussions and readings, and your ability to pick the most salient concepts and apply them.
- Creativity and imagination; papers provide an opportunity to speculate, to float questions or ideas reflecting your appreciation of the literature.
- Organization and writing. A clear, concise, and well-organized paper will earn a better grade.

Additionally, a portion of your class grade will be based on participation and the contribution you make to class discussions. The overall weights of the various performances are as follows:

Class leadership and participation

Students are expected to have read assigned readings prior to the date they appear on the “class schedule” below. Students are expected to participate actively in online discussions, in study group activities, and in serving as critical friends to other students. Students will periodically have an opportunity to read and review each other’s work in colleague-critical teams, as well.

Facilitator roles: The content material for this class will be constructed by the class – in other words, the “current topics” will be selected by the class *based on your research interests*. You will be responsible for:

- Reviewing the research literature ahead of time, selecting and assigning no *more than three* readings for the class. The expectation is that these will be applied research articles, not digests or magazine articles.
- Presenting in draft form a conceptual framework and research proposal that describes the research purpose, question(s), and relevance of the proposed study. (One focus of class discussion might be elaborating the theoretical, research, and practical significance of conducting such a study.)

Written assignments - 100 points with expectation of participation in all assignments that require online presentation and discussion.

Six different types of papers will be expected of students in this class:

1. Students will provide a two-page summary of Bryk’s chapters on Improvement Science highlighting practical, policy and research implications for school improvement. (part of 10 points for class participation)
2. Students will work in small groups to select an emerging issue that is of great concern to them and holds important implications for the field of educational leadership. (10 points)
3. Students will submit a brief paper describing the research purpose and questions they intend to focus on for their dissertation work. (15 points)
4. To facilitate work on students’ own research topics, students will submit a minimum of fifteen (15) one-page annotated bibliography entries prepared based on reading applied research articles related to a research topic of interest. (30 points)
5. Students will prepare an online poster and present, in poster-session format, their concept map of constructs related to their research topic and question(s). We will use a webinar format for this activity. (15 points)
6. Students will write a research prospectus that describes the work they propose for their dissertation research. (20 points)

All papers must be submitted to Blackboard as Word file attachments. The specific assignments appear at the end of the syllabus.

Late work: It is expected that student work will be submitted on time. Late assignments may receive a deduction in points; however assignments will not be accepted later than one week after a due date.

Grading scale: Grading Scale:

- A = 93-100%
- A- = 90-92%
- B+ = 88-89%
- B = 80-87%
- C = 70-79%
- F = Below 70%

Professional Dispositions:

See <https://cehd.gmu.edu/students/policies-procedures/>

Core Values Commitment:

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles: <http://cehd.gmu.edu/values/>.

GMU Policies and Resources for Students:

Policies

- Students must adhere to the guidelines of the Mason Honor Code (see <https://catalog.gmu.edu/policies/honor-code-system/>).
- Students must follow the university policy for Responsible Use of Computing (see <https://universitypolicy.gmu.edu/policies/responsible-use-of-computing/>).
- Students are responsible for the content of university communications sent to their Mason email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students **solely** through their Mason email account.
- Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor (see <https://ds.gmu.edu/>).
- Students must silence all sound emitting devices during class unless otherwise authorized by the instructor.

Campus Resources

- Support for submission of assignments to Tk20 should be directed to tk20help@gmu.edu or <https://cehd.gmu.edu/aero/tk20>. Questions or concerns regarding use of Blackboard should be directed to <https://its.gmu.edu/knowledge-base/blackboard-instructional-technology-support-for-students/>.
- For information on student support resources on campus, see <https://ctfe.gmu.edu/teaching/student-support-resources-on-campus>

Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking:

As a faculty member, I am designated as a “Responsible Employee,” and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason’s Title IX Coordinator per University Policy 1202. If you

wish to speak with someone confidentially, please contact one of Mason’s confidential resources, such as Student Support and Advocacy Center (SSAC) at 703-380-1434 or Counseling and Psychological Services (CAPS) at 703-993-2380. You may also seek assistance from Mason’s Title IX Coordinator by calling 703-993-8730, or emailing titleix@gmu.edu.

- For additional information on the College of Education and Human Development, Graduate School of Education, please visit our website [See <http://gse.gmu.edu/>].

Weekly Schedule: Note: All writing assignments are to be submitted via Blackboard no later than midnight on the due date.

Session	Topics	Assignment
January 21	<ul style="list-style-type: none"> • Introduction to the course • Review all assignments and due dates 	<ul style="list-style-type: none"> • Review Syllabus • Connect with assigned Small group for Issue Brief
February 2	<ul style="list-style-type: none"> • Research questions...briefly • Characteristics of an effective lit review • Web-based research 	<ul style="list-style-type: none"> • Bryk – Preface and Introduction • Maxwell (2005) on literature reviews for research
February 9	<ul style="list-style-type: none"> • Annotated bibliographies • Preparing for concept map presentation 	<ul style="list-style-type: none"> • Bryk – Chapter 1-3 • Small-group Issue Brief Due
February 16	<ul style="list-style-type: none"> • Issue Brief on Current Education Topic 	<ul style="list-style-type: none"> • Small-Group Response to Assigned Group due • Bryk – Chapter 4-6
February 23	<ul style="list-style-type: none"> • Preparing for the Portfolio and Proposal process 	<ul style="list-style-type: none"> • Research Question and Rationale paper due
March 1	<ul style="list-style-type: none"> • Six Core Principles for School Improvement • Practical Implications of School Improvement Efforts Research 	<ul style="list-style-type: none"> • Five (5) annotated entries due • Bryk-Chapter 7

March 8	<ul style="list-style-type: none"> • Conceptual Map Construct- (Framework) Three Poster session presentations: Concept Maps 	<ul style="list-style-type: none"> • Concept Map reflection due Part I-Class Webinar
March 15	No Class - GMU Spring Break	
March 22	<ul style="list-style-type: none"> • Conceptual Map Construct (Framework) 	<ul style="list-style-type: none"> • Concept Map reflection due Part II-Class Webinar • Five (5) annotated entries due
March 29	<ul style="list-style-type: none"> • Conceptual Map Construct (Framework) 	<ul style="list-style-type: none"> • Concept Map reflection Part III-Class Webinar
April 5	<ul style="list-style-type: none"> • Preparing for research prospectus paper 	<ul style="list-style-type: none"> • Five (5) annotated entries due • Two-page summary statements from Learning to Improve (Bryk) of key practical, research and policy implications including six principles of improvement science
April 12	<ul style="list-style-type: none"> • Preparing Research Prospectus Paper 	<ul style="list-style-type: none"> • Research Session (no assignments due)
April 19	<ul style="list-style-type: none"> • Editing of Research Prospectus paper draft 	<ul style="list-style-type: none"> • Draft of Research Prospectus paper due

April 26	<ul style="list-style-type: none"> • Sharing research prospectus 	<ul style="list-style-type: none"> • Revision Process based on feedback
May 3	<ul style="list-style-type: none"> • Sharing research prospectus 	<ul style="list-style-type: none"> • Final Research Prospectus paper due
May 10	<ul style="list-style-type: none"> • Wrap Up and Essential Leadership Lessons Learned 	<ul style="list-style-type: none"> • Class Webinar at 6:00 pm EST

ISSUE BRIEF (10 points)

Due: Sunday February 9th via Backboard (Discussion Board) with group feedback to their assigned group by February 16th

Students will work in small groups to select an emerging issue that is of great interest to them and holds important implications for both their research interests and the field of educational leadership. Using at least six peer-reviewed articles, this brief must be grounded in historically influential and contemporary articles cited and interpreted appropriately in the brief, and concisely address the following questions:

- What is the problem or issue? Why is it critically significant to the field of education leadership today? How do you know?
- In what data bases have you searched?
- What are the theories that inform the field?
- What are the “camps” within the field?
- What are two to three researchable questions concerning this issue?

Issue briefs should be no more than five pages and demonstrate the group’s ability to examine, synthesize, and analyze research on emerging issues in written form. Each group should be prepared to receive feedback via Discussion Board on their brief as part of their participation grade.

Assessment Rubric for Issue Brief (10 points)

Students will work in assigned small groups to select a contemporary issue in education that is of great interest to them and holds important implications for the study and practice of education leadership. Once selected, each group will write an issue brief (five pages) that: (a) clearly describes the issue, underlying assumptions and arguments, key players, and divergent points of view; (b) integrates current research/policy literature and popular media coverage of the issue; (c) discusses the prevailing issue and its implications for education leadership.

Criteria	Exceeds Expectations (4)	Meets Expectations (3)	Approaches Expectations (2)	Falls Below Expectations (1)
Overview of Issue (25%)	The brief begins with an accurate overview of the issue that is clear and concise. The authors call attention to key players, divergent points of view and the issue’s significance to education leadership.	The brief begins with an overview of an issue, but may wander. The authors do at least two of the following: calls attention to key players, divergent points of view and the issue’s significance to education leadership.	The brief offers an overview of the essay but misstates critical details. The authors do at least one of the following: calls attention to key players, divergent points of view and the issue’s significance to education leadership.	The brief does not offer an accurate overview of the issue. The authors neglect to call attention to key players, divergent points of view and the issue’s significance to education leadership.

Related Research (40%)	The authors effectively integrate publicly accessible research/policy literature and popular media coverage of the issue to further illustrate multiple and diverse perspectives on the issue.	The authors integrate some publicly accessible research/policy literature and popular media coverage of the issue to present multiple and diverse perspectives on the issue.	The authors do not present a sufficient discussion of the relevant research and popular media coverage or multiple perspectives on the issue.	The author do not include any research or popular media coverage of the issue.
Implications for Education Leadership (25%)	The authors offer a clear and specific statement and examination of how they would lead around this issue as a school leader.	The authors offer a statement of how they would lead around the issue, but offers few specific details.	The authors offers a vague statement of how they would lead around the issue with few specific details.	The author does not offer a statement or examination of how they would lead around the issue as a school leader.
Mechanics (10%)	The paper is nearly error-free which reflects clear understanding and thorough proofreading.	There are occasional grammatical errors and questionable word choice.	Errors in grammar and punctuation are present, but spelling has been proofread.	There are frequent errors in spelling, grammar, and punctuation.

RESEARCH QUESTION AND RATIONALE
Due: Sunday, February 23rd via Blackboard
15 points

Purpose

This writing assignment has the following goals:

1. To give students the opportunity either to practice developing a research question or to refine a previously developed research question.
2. To provide a foundation for the Research Prospectus paper.
3. To give students and the instructor the opportunity to experience one another's writing and feedback.

This writing assignment may build on previous dissertation related work, but you may not submit a paper in whole that has been submitted for credit in another course.

Tasks

To complete this writing assignment, follow the steps below:

1. Articulate a specific research question, or set (no more than three) of questions, you would like to pursue for your dissertation research.
2. Identify a relevant set of literature that helps you to explain your purpose in pursuing your question and provides a persuasive rationale (i.e., significance) for studying it.
3. Write a paper not to exceed **seven** pages that provides the following:
 - An introduction that includes a thesis about the purpose and significance of this research: “I want to learn [blank] which is significant because [blank].”
 - The general topic area into which your question falls and your purpose in pursuing this research topic
 - Why the topic is compelling—i.e., the significance of your topic
 - The specific question (or questions) you intend to answer, written in a clear and concise manner
4. Conclude the paper with one paragraph that re-states the thesis and anticipates concepts that will help the author to investigate the stated research question(s)

Your paper should be written persuasively, using literature to support your arguments. In the absence of literature, you will need to make your arguments compelling through the use of logical argument.

The paper must be formatted in accordance with APA requirements. All non-original ideas and quotations must be properly cited and a full list of references must be included at the end of the paper. (The title page and reference list are not part of the page count.) The reference list must include only sources that have been cited in the text.

RESEARCH QUESTION AND RATIONALE ASSESSMENT RUBRIC

	exceeds expectations value: 4	meets expectations value: 3	approaching expectations value: 2	falls below expectations value: 1
<u>Thesis</u> The thesis establishes the burden of proof for the paper. It provides structure for the paper by telling the reader what the author intends to prove. weight:25%	The thesis explains the direction of the paper in a compelling manner that motivates the reader to read further. The thesis appears as the last sentence of the first paragraph.	The thesis is clear, analytical, and focused on the importance of studying the research question(s). It requires demonstration through coherent arguments. The thesis appears as the last sentence of the	The thesis is apparent, though not entirely clear. It may be more descriptive than analytical.	The paper lacks a clear thesis.

		first or second paragraph.		
<p><u>Purpose and Significance</u> It is important to explain to the reader the background for asking the stated research question, and to make a persuasive argument about its significance. weight:25%</p>	<p>Purpose and significance are clear and compelling and well supported by published literature. Purpose and significance are explained from multiple perspectives (e.g., practical, academic, and personal) in a logical and persuasive manner that links the two.</p>	<p>The author weaves together an explanation of the purpose for studying the topic and persuasive arguments regarding the significance of the topic.</p>	<p>The purpose is unclear and/or there is no demonstrated relationship with significance. Significance is not persuasively demonstrated, though it is somewhat apparent.</p>	<p>The question is not well supported.</p>
<p><u>Research Question</u> The research question(s) should be clear and answerable. weight:25%</p>	<p>The research question is very engaging and follows logically from purpose and significance.</p>	<p>The research question is easily understood and may be answered through accepted data collection and analytical techniques. The research question does an excellent job addressing the general topic area.</p>	<p>The research question is difficult to understand and/or may not be answerable. It is not entirely clear how the research question addresses the general topic.</p>	<p>The research question is poorly conceived and impractical.</p>
<p><u>Conclusion</u> Every paper should conclude in a manner that both summarizes the current work and anticipates future work. weight:15%</p>	<p>The conclusion begins with a restatement of the paper's thesis in new language. After a very brief summary of the paper's main points, the conclusion broadens out to</p>	<p>The conclusion summarizes the content of the paper well and restates the thesis in a manner that seems to flow logically from the body of the paper. The</p>	<p>The conclusion merely summarizes what has come before. The thesis may be stated in the same words as at the beginning or it may be missing from the conclusion.</p>	<p>The paper fails to conclude properly.</p>

	explain how the author anticipates studying the research question(s) presented.	future direction is apparent.		
<u>Grammar, Mechanics, and APA style</u> weight: 10%	The paper is error free.	The paper contains few errors and is consistent with APA style.	The paper has several errors.	The paper has numerous errors.

ANNOTATED BIBLIOGRAPHY ENTRIES
Due over the course of the spring term, via Blackboard
30 points

Purpose

An annotated bibliography is a tool that helps you sift through existing research on a question that interests you and organize the knowledge that you are gaining by reading this literature. Creswell (2009) refers to this as “abstracting studies.” This writing assignment has the following goals:

1. To give students practice reading and organizing research literature;
2. To provide students an opportunity to determine how, or in what way(s) research studies they identify inform the research questions they are interested in pursuing; and
3. To allow students to begin to identify constructs they may need to include in the conceptual framework they propose to use in conducting their research.

Tasks

To complete this writing assignment, follow the steps below:

1. Using the specific research question(s) you identified as the focus of your work, identify research literature that you believe may inform your study. Note that the expectation here is that you focus on empirical research (broadly construed, i.e., not limited to any particular type of design), rather than opinion pieces or the like.
2. Select pieces that you believe to be highly relevant to your research. [PLEASE try to prepare annotated entries for work that you believe has promise to inform your research; this means that you might scan many times the number of sources you eventually include. Part of the skill set you are building here is the capacity to identify useful work.]
3. For each piece, write a one-page entry that includes the following:
 - Bibliographic citation in APA format
 - A statement summarizing the problem being addressed
 - A statement summarizing the purpose of the paper
 - A brief statement about the methodology used (sample, population, subjects; design; analytic approach)
 - A summary of key results
 - Your assessment of the strengths and/or weaknesses of the paper (in general, and/or for your purposes)

In the end, your fifteen (15) entries should provide you with a good deal of information about research that may form the foundation of your prospectus.

The paper must be formatted in accordance with APA requirements. All non-original ideas and quotations must be properly cited and a full list of references must be included at the end of the paper. (The title page and reference list are not part of the page count.) The reference list must include only sources that have been cited in the text.

**ANNOTATED BIBLIOGRAPHY
ASSESSMENT RUBRIC**

	exceeds expectations value: 4	meets expectations value: 3	approaching expectations value: 2	falls below expectations value: 1
<p><u>Bibliographic entries - content</u> The annotated entries are well-written, balanced abstracts that are powerfully written to include relevant assessments of the merits of each piece. weight:30%</p>	<p>Annotated entries provide a clear and concise summary of each research source. Each entry includes an overview of the research (including method and findings); and an assessment of its utility.</p>	<p>Annotated entries provide a summary of each research source. Each entry includes a brief overview of the research and an assessment of its utility, but may be lacking in specificity.</p>	<p>Annotated entries provide a general overview research sources, but lack detail or are missing significant elements needed to make the entries useful.</p>	<p>Annotated entries are severely lacking in detail, rendering them of little use</p>
<p><u>Bibliographic entries - focus</u> The sources abstracted should clearly relate to the research question(s) posed. weight:15%</p>	<p>All entries clearly and specifically relate to the research question.</p>	<p>Most entries relate clearly to the research question.</p>	<p>Most entries relate only generally to the research question.</p>	<p>The connection between annotated entries and the research question is difficult to discern.</p>
<p><u>Bibliographic entries – quality</u> Sources selected should be from high-quality, credible sources (i.e., generally peer</p>	<p>Sources are well balanced, including predominantly original research pieces from high-quality, credible sources.</p>	<p>Sources are balanced, but are not focused predominantly on original research from high-quality sources.</p>	<p>One or more entries are included from questionable sources, reflecting largely opinion pieces rather</p>	<p>Entries are dominated by material from questionable sources; a review of research is not evident.</p>

reviewed journals). weight:20%			than original research.	
<u>Bibliographic entries -- quantity</u> weight:10%	Twenty completed annotated entries are presented.	Only 18-19 completed entries are presented.	Only 16-17 completed entries are presented.	Fifteen or fewer annotated summaries are presented.
<u>References</u> Each entry should have a complete citation in APA format. weight:15%	References are complete and presented in APA format.	References include 1-3 errors (APA format or incomplete information).	References include 4-6 errors (APA format or incomplete information).	References include more than 6 errors in format or omission of required information.
<u>Mechanics</u> weight:10%	Nearly error-free which reflects clear understanding and thorough proofreading	Occasional grammatical errors and questionable word choice	Errors in grammar and punctuation, but spelling has been proofread	Frequent errors in spelling, grammar, and punctuation

CONCEPT MAP POSTER PRESENTATION

**On-line presentation and submit reflection on Sunday, March 8th, March 22nd,
and March 29th**

15 points

Purpose

A concept map is a visual representation of the constructs you feel should be included in the conceptual framework for your study. Maxwell (2005) suggests that a main purpose of the concept map is to make explicit or clarify the theory of action you believe to be most relevant to your study. In a sense, this is your model of how the world works in relation to your study. For our purposes, this activity might be more in line with Creswell's (2009) notion of creating a literature map, in that the maps you create from work in this class will likely derive mostly from the literature you have been abstracting. This assignment has the following goals:

1. To help students decide which constructs have greatest potential to address their research questions; and
2. To help students develop a conceptual framework that depicts the underlying logic of action regarding how constructs of interest relate to one another.

Tasks

The concept map is an online-class poster presentation:

1. Using the specific research question(s) you identified as the focus of your work, identify research literature that you believe may inform your study. [Obviously, the assumption here is that you will rely on the literature you have been abstracting.]
2. Using the literature, create a list of concepts or constructs that relate to the problem or question(s) you are interested in studying. [As Maxwell (2005) notes, the main thing to keep in mind here is that you are trying to depict the theory or logic of action in relation to the phenomenon you are interested in studying.]
3. Once the concepts or constructs are clear, depict on paper how you believe these are related – how they are connected in relation to some outcome or process you are interested in studying. Try to depict both the relevant constructs and their presumed connections (e.g., the arrows between them).
4. Finally, write a brief narrative that describes what your concept map is saying. This should be no more than two single-spaced pages, and should include references that support the model you are proposing. [Naturally, include a reference list in APA format.]

Feel free to use any commercially available concept mapping software (e.g., Inspiration) to assist in preparation of your work. I have several YouTube videos on Concept Maps under Course Content.

CONCEPT MAP POSTER PRESENTATION ASSESSMENT RUBRIC

	exceeds expectations value: 4	meets expectations value: 3	approaching expectations value: 2	falls below expectations value: 1
<p><u>Concept Map Graphic</u> A graphic representation is presented to clearly depict the theory or logic of action believed to underlie the phenomenon proposed for study. weight:40%</p>	The graphic representation clearly and completely depicts relevant constructs and their relation to the phenomenon proposed for study.	The graphic representation is clear, but one or more relationships among constructs are hard to decipher.	The graphic representation is ambiguous or appears to contain conceptual gaps, or inaccuracies.	The graphic representation is either missing or unhelpful.
<p><u>Concept Map Explanation</u> The model should be explained completely and concisely in relation to the research focus or question(s) of interest. weight:20%</p>	The presentation is concise and thorough, and clearly relates to well-formulated research question(s). The map is connected explicitly to supporting research literature.	Explanation of the concept map is well done, but incomplete or unclear in certain respects (e.g., why some constructs are included isn't entirely clear;	Explanation of the concept map is only loosely connected to research question(s), and/or lacks in specificity in terms of the underlying logic of action or	Explanation relating to the concept map is haphazard or severely lacking in detail and specificity; it is hard to understand how or why the proposed model was formulated.

		relations between constructs are ambiguous).	research support.	
<p><u>Written description</u> A brief narrative is included that summarizes the model. The narrative is supported by references to existing literature. weight:20%</p>	The narrative description unambiguously describes the proposed model, and connects the proposed model to relevant research literature.	The narrative description provides a satisfactory description of the model, with reference to the literature, though there are some points that remain unclear or ambiguous.	The narrative description provides an adequate, though incomplete description of the proposed model, with some reference to foundational literature, but lacks specificity.	The narrative explanation is wholly inadequate as an explanation of the proposed concept map.
<p><u>References</u> Each entry should have a complete citation in APA format. weight:15%</p>	References are complete and presented in APA format.	References include 1-3 errors (APA format or incomplete information).	References include 4-6 errors (APA format or incomplete information).	References include more than 6 errors in format or omission of required information.
<p><u>Grammar, Mechanics, and APA style</u> weight:5%</p>	The paper contains no errors.	The paper contains few errors and is consistent with APA style.	The paper has several errors.	The paper has numerous errors.

**THREE-FIVE-PAGE SUMMARY OF LEARNING TO IMPROVE BY
ANTHONY BRYK et al.**

Due April 5, 2020 (10 points-no rubric for this assignment)

Purpose

To gain knowledge of the essential principles of school improvement science and structures that can systematically guide research on school improvement activities and outcomes.

Tasks

1. Students will submit a three-five page summary of Bryk's chapters on Improvement Science highlighting the six guiding principles, and practical, policy and research implications for school improvement.
2. The summary should include an example of a school improvement area of your choice (i.e. students with disabilities; ELL; behavior; suspension) and how IS can be used as a school improvement structure to improve outcomes in your identified area.
3. While there is no rubric for this paper, the submission should provide a concise summary of IS, application to a school improvement area of study and free of grammatical errors.

SUMMARY OF RESEARCH PROSPECTUS

Draft due Sunday, April 19

Final version due Sunday, May 4th via Blackboard

20 points

Purpose

This writing assignment has the following goals:

1. To help students explain their research design, including a statement of the problem, a conceptual framework, thoughts about methodology.
2. To give students the opportunity to re-visit their statements of the problem and conceptual frameworks to improve them while trimming their writing to fit within the parameters of this assignment.
3. To give students the opportunity to create and receive feedback on the core of their Dissertation Planning section for Portfolio 3.

Tasks

1. Write an introduction that brings the reader into your Research Prospectus gradually and ends with a clear thesis about your research design.
2. Write your statement of the problem based on our Research Question and Rationale paper. Be sure to include:
 - The purpose of the research—What do you hope to learn?
 - The significance of the research—Why is it important to conduct this study?
 - Current research questions
3. Present your conceptual framework based on your Conceptual Framework paper. Be sure to include:
 - Major concepts that help to frame the research problem
 - Empirical studies that provide background information to the problem
 - Relationships among important concepts and among concepts, empirical research, and the student’s own intended research
 - A graphic representation of your conceptual framework
4. Explain potential research methods you anticipate employing, including preliminary thoughts regarding:
 - How your conceptual framework suggests specific kinds of data collection and analysis
 - A rationale regarding the use of quantitative, qualitative, or mixed methods
 - Speculation about appropriate level of analysis, research sites, and participants
 - (Note: For your dissertation proposal and dissertation, your methodology should be supported by literature. We are not expecting that for this paper, but literature support would be a wonderful enhancement.)
5. Write a brief conclusion that summarizes and explains the significance of the content of your Research Prospectus.

The paper should be no longer than 15 pages and must conform to APA requirements.

RESEARCH PROSPECTUS ASSESSMENT RUBRIC

	exceeds expectations value: 4	meets expectations value: 3	approaching expectations value: 2	falls below expectations value: 1
<u>Statement of the Problem</u>	Research purpose and significance	Research purpose and significance	There is evidence of purpose and	The nature of the research

<p>The statement of the problem must include discussion of the purpose and significance of the research. weight:20%</p>	<p>are clearly and persuasively presented and supported by relevant literature.</p>	<p>are presented and generally supported by relevant literature.</p>	<p>significance, but this section is not well organized and/or literature support is lacking.</p>	<p>problem is unclear.</p>
<p><u>Research question(s)</u> A specific, researchable question (or questions) is presented to frame the proposed study. weight:15%</p>	<p>Clear, specific researchable question(s) are presented that are tightly connected to the purpose of the study.</p>	<p>Research question(s) are presented that are at least loosely connected to the research purposes. The questions appear to be researchable.</p>	<p>Research questions are presented, but how they are connected to the research purpose is not clear. Research questions may not be feasible.</p>	<p>The research questions are not apparent.</p>
<p><u>Conceptual Framework</u> To frame or define research requires grounding in theory and concepts that come from published literature. weight:40%</p>	<p>The conceptual framework, based on relevant literature, clearly and persuasively explains the perspective from which the research questions will be explored. The graphic representation of the conceptual</p>	<p>The conceptual framework, based on relevant literature, explains the perspective from which the research questions will be explored. The graphic representation of the conceptual framework is clearly</p>	<p>Relevant concepts are identified, but not clearly related to the research question and/or not presented in a coherent framework that helps to define the study. Literature is missing or inadequate.</p>	<p>The conceptual framework does not inform the reader about how the research questions would be studied.</p>

	framework enhances the verbal explanation.	related to the verbal explanation.		
<u>Methodology</u> Methodology should follow logically from the research questions and the conceptual framework. weight:15%	The proposed methodology is very appropriate based on the research questions and conceptual framework.	The proposed methodology would help to answer the research questions and appears to fit with the conceptual framework.	The methodology presented does not consistently support the research questions and/or may not seem to follow logically from the conceptual framework.	An adequate understanding of important aspects of research methodology is not apparent.
<u>Grammar, Mechanics, and APA style</u> weight:10%	The paper contains no errors.	The paper contains few errors and is consistent with APA style.	The paper has several errors.	The paper has numerous errors.