

## Thesis II Course Syllabus

**Texas A&M University-San Antonio  
College of Education & Human Development  
Department of Curriculum & Instruction**

### **EDCI 5307 Thesis II**

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#### **Course Description:**

This course is the culmination of each student's experience in the Curriculum and Instruction-Teaching in Diverse Communities program where students conduct research on a meaningful aspect of the Education field. Students will work one-on-one with their thesis advisor to identify times that they will meet and create a plan for communication throughout the process of completing the thesis. The thesis must demonstrate rigorous analytic thinking, coherent project development, and demonstrate a deep understanding of Curriculum and Instruction. The thesis is a work of original scholarship, designed with guidance from a thesis advisor and thesis committee. While the majority of the course is made up of independent work, with time organized mainly into regular one-on-one critiques with thesis advisor, students will present at a thesis review (defense) where students will present their research to broader members of the academic community. A copy of the final thesis is uploaded to the University Archives.

#### **A. MAJOR COURSE REQUIREMENTS:**

##### **THESIS I MILESTONS AND DESCRIPTIONS**

Form a Thesis Committee	A signed document stating the expectations of the Thesis Chair and committee members as they guide the graduate student through the thesis writing process. This document is signed by the Thesis Chair, the Committee Members, and the graduate student.
Agreed upon benchmarks and milestones for graduate student's thesis proposal	Each graduate student and their Thesis Chair will work together to develop a calendar of specific dates for drafts of the Thesis Proposal to be submitted to the Thesis Chair for feedback. The two will also work together to determine a calendar of meeting dates and how they will communicate (via email, via phone, via Zoom, etc.)
<ul style="list-style-type: none"><li>• Revised and expanded chapter 1 Introduction.</li><li>• Revised and expanded chapter 2 Literature Review</li><li>• Revised and expanded chapter 3 Method</li></ul>	After proposal is accepted in Thesis 1, the chapters are revised and expanded based on the new learning the student did with their study and work to build interpretations. The thesis is individual and unique so there is not a specific number of pages required. However, Thesis Chairs can find sample templates in the TEAMS folder to provide the graduate student as a guide.
<ul style="list-style-type: none"><li>• Submit chapter 4 Findings.</li><li>• Submit chapter 5 Implications</li></ul>	Student will present findings, theories, and conclusions in Chapters 4 and 5. All areas must be cited and referenced using APA 7 formatting.
Present (defend) your thesis to a broader audience (To be negotiated with the thesis advisor)	When the advisor and committee view the thesis as ready for presentation (defense), the student and the advisor will work out a time for the presentation to the faculty and community.

#### **B. LEARNING OBJECTIVES:**

Program Outcomes

Students will:

1. Build capacity to advocate for students and families in diverse communities.
2. Develop a complex and sophisticated understanding of diverse populations.

3. Become critical interpreters of research and understand how it is used in education careers.
4. Become creators of research to address issues in education.
5. Explain issues within institutions and develop possible solutions.
6. Identify and secure resources to support diverse populations, effecting systematic change.

### **C. LECTURE OR DISCUSSION TOPICS:**

- Methods of research
- Effective communication in academic writing
- Specific academic literature for the proposal and rationale
- Specific academic literature for the method

### **Required Textbook: N/A**

- Mertler, C. A. (2021). Introduction to educational research. Sage publications.
- Other books and articles related to thesis topic.
- Readings will be available through Blackboard.
- Student selected readings from professional literature relating to their action research project.

### **Support for APA 7th Edition Writing & Citing**

- The A&M-SA Library houses print copies of the [APA Publication Manual 7th Edition \(2020\)](#) for in-library use.
- Much of the essential content from the print manual is available online for the 7th Edition. See the APA's 7th Edition [Style and Grammar Guidelines page](#) for links to explanations and examples for most of the rules.
- For additional resources, see the Library's [Basics of APA Guide](#); contact the [A&M-SA Writing Center](#); or call or email [Kimberly Grotewold](#), the Education Librarian.

### **Recommended Websites:**

- TAMUSA's IRB office <https://www.tamusa.edu/graduate-studies-research/research/institutional-review-board/irbforms.html>
- grammarly.com – this site is free and will assist with passive voice, word choice, grammar and spelling.
- GRP / Thesis Manual and Template: Accessed at <http://www.tamusa.edu/graduatesandresearch/index.html>
- Qualtrics Survey Application (free for TAMUSA students) - <https://www.tamusa.edu/information-technology-services/tech-support/facultyandstaffresources/qualtrics.html>
- TAMUSA Writing Center: <http://www.tamusa.edu/College-of-Arts-and-Sciences/Arts-Humanities/english/writing-center/index.html> in CAB 2018
- Wendy Laura Belcher: <https://wendybelcher.com/writing-advice/>

### **Thesis**

- Across the university, students in various programs complete a thesis as part of their graduate coursework.
  - The thesis is a university-based assignment to be approved by the office of Graduate Studies.
  - As a university assignment, any involving humans will require formal approval from TAMUSA's Institutional Review Board (IRB), as well as other participating institutions like school districts.
    - Pseudonyms will be used for people, schools, and districts, when applicable.
- A thesis, regardless of its method, will address the following five areas (chapters):
  - **Chapter 1 Introduction:** Introduction to research questions and design.
  - **Chapter 2 Literature Review:** An analysis of professional references on your topic.
  - **Chapter 3 Methodology:** A description of methods for data collection and analysis.
  - **Chapter 4 Findings and Discussion:** A description and discussion of the results.
  - **Chapter 5 Conclusion:** A description of key conclusions for the broader audience.

- **References:** A list of the work cited throughout the thesis.
- Two paper copies of the Thesis **signature page only** routed to the Office of Graduate Studies, Provosts Office, CAB 435, **and** one electronic copy of the entire paper: the required cover page, abstract page, dedication page, and acknowledgement page, the table of contents, paper, references, and vita uploaded to A&M-SA Digital Commons
- **Thesis Grades as per the Graduate Catalog:** *Students enrolled in the 5307 are required to be continuously enrolled every semester in the class until they receive a grade in the class. For each semester they are enrolled but do not complete the requirements, the student is given an IP (In Progress). Students will be allowed two IPs (long semester enrollments). If at the end of the second enrollment in the class, the student still has not completed the requirements, the student will be placed on FAS (Financial Aid Suspension).*

## F. UNIVERSITY THESIS GUIDELINES

Texas A&M University – San Antonio Graduate Thesis Manual

<https://grad.tamu.edu/academics/academic-success-resources/thesis-dissertation-services/guidelines-for-theses,-dissertations,-and-records-of-study>

PAY CLOSE ATTENTION TO FORMATTING, SUBMISSION, AND FORMS!!!

## G. COMPLETED FORMS SUBMISSION INSTRUCTIONS

There are several documents that will need to be submitted for successful completion of this course: 1) Thesis Committee Agreement Document with Thesis Chair and Committee's and graduate student's signature 2) Oral Defense and Thesis-Dissertation Approval Form 3) a Thesis Approval Document with Thesis Chair and graduate student's signature. All three of these items will be uploaded to our Master's in C&I Teams folder titled Thesis 2 Document Submissions. See current graduate thesis guidelines linked above.

**For 2023, Theses will be submitted through digital commons.**

[https://digitalcommons.tamusa.edu/masters\\_theses/](https://digitalcommons.tamusa.edu/masters_theses/)

Also upload a copy here

[https://jaguar-my.sharepoint.com/personal/tdorel\\_tamusa\\_edu/\\_layouts/15/onedrive.aspx?id=%2Fpersonal%2Ftdorel%5Ftamusa%5Fedu%2FDocuments%2FThesis%20Fall%202023&ga=1](https://jaguar-my.sharepoint.com/personal/tdorel_tamusa_edu/_layouts/15/onedrive.aspx?id=%2Fpersonal%2Ftdorel%5Ftamusa%5Fedu%2FDocuments%2FThesis%20Fall%202023&ga=1)

## H. REQUIRED GRADUATE STUDENT FORMS AND DOCUMENTS

All forms that the Thesis Chair, Committee, and graduate students will need to successfully complete this course, including master's thesis templates for both qualitative, quantitative, and mixed methods research, are in the Master of Arts in C&I – Teaching in Diverse Communities TEAMS folder.

## SUGGESTED TIMELINE (depending on student's situation)

Official dates are available here:

[www.tamusa.edu/academics/research-and-graduate-studies/graduate-studies/graduate-students/deadlines.html](http://www.tamusa.edu/academics/research-and-graduate-studies/graduate-studies/graduate-students/deadlines.html)

<b>From semester start:</b>		
<b>Date</b>	<b>Milestones</b>	<b>Evidence</b>
Week 2	Apply to graduate Thesis Committee Agreement signed and returned to Masters PoC	Signed document uploaded to TEAMS folder
Week 2	Agreed upon benchmarks and semester meeting calendar	Thesis Chair and graduate student each keeps a record

Week 5	Revised Research Problem, Literature Review, and Method approved by advisor	Graduate student submits drafts to Thesis Chair and Thesis Chair sends an email to student when the draft is acceptable
Week 6	Full draft of Thesis due to Advisor (see formatting of front material, etc. in Thesis Manual)	All chapters and references due to Thesis Chair for edits If acceptable, Thesis Chair will send to Committee for edits
Week 8	Edits returned to student for revision	
Week 10	FINAL DRAFT of Thesis due to entire Thesis Committee	Committee reads the thesis and communicates with Chair about proposal (defense)
Week 11	Schedule Thesis presentation (defense)	See form in TEAMS
Week 15	Final Thesis (formatted correctly) due to A&M-SA Digital Commons. Thesis presentation (defense) must be completed	<a href="#">Upload here</a> <a href="#">And here</a> Form In TEAMS
Week 16	Graduation and Hooding	

*\*\*\*Each master's thesis is unique and specific to the individual graduate student's research study. Each graduate student should work with their Thesis Chair to determine acceptable timelines and deadlines to maintain successful progression. The above timeline is only a recommendation as each individual graduate student's study is different.*

**Financial Aid and Verification of Attendance:** According to the following federal regulation, 34 CFR 668.21: U.S. Department of Education (DoE) Title IV regulation, a student can only receive Title IV funds based on Title IV eligibility criteria which includes class attendance. If Title IV funds are disbursed to ineligible students (including students who fail to begin attendance), the institution must return these funds to the U.S. DoE within 30 days of becoming aware that the student will not or has not begun attendance. Faculty will provide the Office of Financial Aid with an electronic notification if a student has not attended the first week of class. Any student receiving Federal financial aid who does not attend the first week of class will have his/her aid terminated and returned to the DoE. Please note that any student who stops attending at any time during the semester may also need to return a portion of his/her federal aid.

**Jaguar Writing Center:** The center provides writing assistance to graduate and undergraduate students in all three colleges. Writing tutors work with students to develop reading skills, prepare oral presentations, and plan, draft, and revise their written assignments. Students can make individual or group appointments with a writing tutor. The Writing Center has two locations: Central Academic Building, Suite 208 and Brooks City-Base, Room 104. Both locations can be reached by emailing [tutoring@tamusa.edu](mailto:tutoring@tamusa.edu) or calling (210)-784-1332. Appointments can also be made through JagWire using TutorTrac, which is found under the services tab.

**University Email Policy and Course Communications:** All correspondence between professors and students must occur via university email accounts. You must have Jaguar email account ready and working. If it is not working, contact the help desk at [sahelp@tamusa.edu](mailto:sahelp@tamusa.edu) or at 210-784-4357.

**Students with Disabilities:** The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disability. If you believe you have a disability that may require accommodations, please contact Disability Support Services (DSS) for the coordination of services. DSS is located on the 2nd floor of the Central Academic Building. The phone number for DSS is (210) 784-1335 and email is [dsupport@tamusa.edu](mailto:dsupport@tamusa.edu).

**Student Misconduct:** Appropriate conduct is essential to the effective functioning of the University. University policy defines unacceptable conduct, both academic and non-academic misconduct, and penalties for such behavior in The Student Handbook and The Student Code of Conduct.

**Academic Misconduct Policy:** Students at Texas A&M University-San Antonio are expected to adhere to the highest standards of academic honesty and integrity. Academic misconduct for which a student is subject to penalty includes cheating, plagiarism, fabrication, multiple submissions, misrepresentation of academic records, facilitating academic dishonesty, unfair advantage, violating known safety requirements and ethical misconduct. This includes holding other students to the same standards and reporting any incidents of alleged violation of the honesty policy to the instructor involved or, if necessary, to the appropriate academic department head. All students are responsible for being familiar with the Academic Misconduct Policy, which may be found in the Texas A&M University-San Antonio Student Handbook.

University policy prescribes serious consequences for acts of academic misconduct including, but not limited to, a grade of 'F' on the particular paper or assignment or a failing grade in the course. Also, a referral may be issued to the Office of Student Rights and Responsibilities where the sanctions can vary up to possible expulsion from the University. Considering the potential consequences of academic misconduct, it is obviously in students' best interests to avoid even the appearance of such behavior. If you are ever unclear whether a specific act might constitute academic misconduct, please contact your instructor for an assessment of the situation.

All student papers, and other written assignments are subject to analysis by anti-plagiarism software.