“All research is political.”
(Weiss, 1995)

Instructor: Rebecca M. Moore, LMSW, Ph.D.
Office: TSU Avon Williams Campus, College of Arts & Sciences, L412
Office hours: Mondays – 10:00 am – 3:00 pm Wednesdays – 2:00 – 7:00 pm
OR by Appointment
Telephone: 615.963.7022 Email: rmoore5@tnstate.edu

COURSE INFORMATION

Course Description
This is a basic research and statistical methods course, utilizing research in general inquiry and practice evaluation in social work with the generalist perspective.

Course Purpose
This course prepares students with the basic knowledge, values and skills for understanding research reports and the professional literature. In addition it prepares students to take leadership roles in conducting practice evaluation by providing them with an understanding of research methodology. Students will learn to conduct qualitative and quantitative analysis and to use computer statistical analysis software.

EDUCATIONAL OUTCOMES
Upon successful completion of this course, the student will be able to:
1. Apply critical thinking skills within the generalist social work perspective to reading and conducting social work research.
2. Demonstrate an understanding of social work values and ethics as they apply to research.
3. Demonstrate the ability to design, implement and evaluate quantitative and qualitative research methods.
4. Demonstrate the ability to interpret statistical tests.
5. Demonstrate the ability to read and correctly interpret research reports.

COURSE OUTLINE

Part I
Introduction and Overview of Social Work Research
Politics & Ethics
The Research Process: Qualitative and quantitative approaches
Part II  Problem Formulation & Measurement
        Developing research questions and project
        Introducing SPSS (Statistical Package for the Social Sciences)
Part III  Measurement
        Instrument development
        Designs for Evaluating Programs & Practice
        Experimental and Quasi-experimental
Part IV   Single-Case or Single Subject Research
        Data Collection Methods
        Qualitative Research
        Group Research Design
Part V    Sampling
        Measurement
        Implementation
Part VI   Data Analysis & Description
        Evaluation of Social Work Services
Part VII  Writing Research Proposals & Reports

TEXTBOOKS AND SUPPLEMENTARY MATERIALS

Required


Instructional Methods
This course is a seated or live course with an added eLearn feature. As a live course, the course content will be presented in lecture format with group activities, student presentations, and an occasional guest. As a web-enhanced course, all documents, internet activities, and out of class communications will occur online. An Expanded Course Schedule will be available in class or may be accessed via this Course eLearn site. Please check in frequently.

ASSESSMENT AND GRADING

Grading Procedure
(20%)  Annotated Bibliography   (EO 1, 5)
(20%)  Mid-Term Exam            (EO 1, 2, 3, 4, 5)
(20%)  SPSS assignments         (EO 3, 4)
(10%)  Field Observation        (EO 1, 3)
(30%)  Research Proposal        (EO 1, 2, 3, 4, 5)
& Class Presentation

Overall Grading is based on standard grading practices
A   100-90  C   79-70  F  59 & below
B  89-80    D   69-60
Grading Scale
Student evaluation is based on:

- Utilizing critical thinking skills as applied to theory and demonstrated in the written assignments;
- mastery of course content;
- successful mastery of the mid-term exam;
- active participation in discussions; and
- the student’s ability to apply and analyze course content processes as demonstrated in the term papers

Please Note:

- All written assignments are due on specified dates and times. Generally, I do not accept late assignments. Under extreme circumstances, with advance notice, I will consider late papers. However, expect to receive a 5% reduction for each day it is late, up to one week from the original due date. After that, no paper will be accepted and the student will receive a zero (0) for the assignment.
- It will be your responsibility to communicate with me if you are not meeting your own letter grade expectations. I am willing to discuss strategies for personal and academic changes that may be affecting the quality of your class participation and work.
- All references must be professional references published within the last nine (9) years.
- Only one internet homepage may be cited as a reference (and in APA format).
- Dictionaries do not count as references.

ASSIGNMENTS AND PARTICIPATION

Class Assignments:

1. Annotated bibliography of five research articles on a researchable question relevant to the field of social work (20%) Due 09.27.2011
2. Mid-Term Exam (20%) ...............10.11.2011
3. Field Observation (10%) Due 10.25.2011
   This project will consist of a one-hour field observation and will involve taking field notes, resulting in the generation of a research question. Based upon the field observation, a brief description will be presented to the class, and field notes (in legible form) will be turned in to the instructor.
4. SPSS assignments (20%) Due 11.15.2011
5. Research Proposal (30%) Due 12.06.2011 with Discussion
   Identify a researchable question relevant to the field of social work. The proposal will include:
   a. the research question supported by relevant literature,
   b. the identification of the hypothesis and operationalization of the dependent and independent variables
   c. the research method or design of the proposal
   d. proposed data collection and data analysis
   e. discussion of anticipated and other possible outcomes
COURSE GROUND RULES

- Again, participation is required
- Respectful communications with other students is expected
- Keep abreast of course announcements
- Use the student e-mail addresses as opposed to a personal e-mail address is required
- Address technical difficulties immediately to ensure keeping pace with the course
- As with online courses, do observe course NETIQUETTE at all times.

Attendance Policy
Attendance is taken at each class session and class participation is critical to the learning and integration of complex social work materials. Attendance and participation is used as a criterion in determining your final grade. Students are therefore encouraged to be mindful of absences and make every effort to be in attendance.

Students are considered in attendance only if present and participating for the entire class. Not participating includes, but is not limited to, napping, visiting with other students, surfing the Web or checking email, and doing assignments for other classes either on paper or on a laptop. Arriving late or leaving early is disruptive, and will result in a loss of one contact hour for each occurrence. **Six clock hours of absence will result in a failing grade for the class worth 3 academic credit hours.** Students are responsible for any material covered in class at a time for which they were absent.

Professional Conduct (cited from Dr. J. Martin’s MTC MSW syllabi at APSU)
Students are expected to adhere to professional conduct standards while in the classroom. This means you should act as you would act during your field placement, or while attending a professional workshop. Behaviors that are NOT compatible with professional standards of conduct include:

- ✔ Leaving the classroom for anything but an emergency
  - To go get a snack
  - To go to the bathroom because you ‘forgot’ to go before class
  - To take a phone call, unless it is an emergency call or you are on call (DCS)
  - To make a phone call
- ✔ Holding a prolonged conversation with your tablemate (a brief question to get yourself oriented is OK: e.g. ‘What page is she on?’)
- ✔ Making rude or unkind comments about the comments made by other students, rolling eyes, or mocking them
- ✔ Napping
- ✔ Missing class repeatedly
- ✔ Having an attitude about the class
  - ‘I shouldn’t have to take this class’
  - ‘This class is dumb’
  - ‘I shouldn’t have to work outside of the class period to master the material’
  - ‘I shouldn’t have to come to class if I don’t want to, I’m paying for this class, and it’s my money to waste’.

Are any of these behaviors something you’d want to hear from a social worker who was helping you or your family? From a colleague you have to work with? From a supervisee? Field
instructors don’t want students who are unprofessional, and they may refuse to take students if they have bad experiences with APSU [TSU] students. As a faculty, we don’t want to send people to field that either don’t know what professional conduct is, or who refuse to adhere to professional standards; we have to protect those field placements for future students, and we have to protect clients from unprofessional behavior.

COMMUNICATION GUIDELINES

E-Mail:

- Always include a subject line.
- Remember that without facial expressions/body language, some comments may be misinterpreted. Choose your words carefully when writing emails.
- Use of emoticons might be helpful in some cases.
- Use standard fonts.
- Do not send large attachments without permission.
- Special formatting such as centering, audio messages, tables, html, etc. should be avoided unless necessary to complete an assignment or other communication.
- Respect the privacy of other class members. They are your professional colleagues.
- Correct grammar and punctuation is required. Attempting to communicate in abbreviated forms, such as text acronyms, will not be recognized as professional communication.

SYLLABUS CHANGES

The posted syllabus constitutes a contract between the student and the instructor. The instructor reserves the right to make changes as necessary to this syllabus in order to adjust to unforeseen issues/claims/concerns/or events. If changes are necessary during the term of the course, the instructor will immediately notify students of such changes both by individual e-mail communication and posting both notification and nature of change(s) on the course bulletin board.

READING SCHEDULE TO FOLLOW IN SEPARATE DOCUMENT

SOCIAL WORK VALUES AND ETHICS

The NASW Code of Ethics, codifies specific values and ethics related to clients, colleagues, employers, the profession of social work, and society. As a social worker, you will be confronted with multiple instances of ethical dilemmas, issues, and options that will require effective problem solving. This foundation course continues to address the process of clarifying and addressing ethical dilemmas in all levels of practice. It is an expectation that you, as a student, develop and associate with this professional social work identity.

UNIVERSITY POLICIES

ACADEMIC INTEGRITY

Students are expected to be intellectually honest and forthright in their academic activities. Academic misconduct includes plagiarism, cheating, fabrication, and facilitation. Students guilty of academic misconduct, either directly or indirectly through participation or assistance, are
subject to the disciplinary procedures of the graduate college. See the graduate college catalog for information on disciplinary and grievance procedures.

HARASSMENT
Each of the collaborating institutions is committed to establishing an atmosphere where your work, education, and participation in the university’s activities and programs will be free from intimidation or offensive behaviors. Sexual, racial or other forms of harassment have no place in a university community. For more information contact:

- Austin Peay State University, Office of Affirmative Action, Browning Bldg 7B, 931-221-7178
- Middle Tennessee State University Institutional Equity and Compliance Office, Cope Administration Bldg 220, 615-898-2185.
- Tennessee State University, Equity, Diversity, and Compliance Office, 615-963-7435.

NON-DISCRIMINATION
The Universities strive to provide all students with educational opportunities to achieve their fullest potential, both as individuals and as members of society. The Universities are committed to a nondiscriminatory philosophy that extends to all constituents. For more information contact:

- Austin Peay State University, Office of Affirmative Action, Browning Bldg 7B, 931-221-717
- Middle Tennessee State University Institutional Equity and Compliance Office, Cope Administration Bldg 220, 615-898-2185.
- Tennessee State University, Equity, Diversity, and Compliance Office, 615-963-7435.

REASONABLE ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES
If you have a disability that may require assistance or accommodations, or if you have any questions related to any accommodation for testing, note taking, reading, etc., please contact the instructor as soon as possible to discuss the needed accommodation. To register with the university for accommodations, the contact information is:

- Austin Peay State University, Office of Disability Services, Morgan University Center 114, 931-221-6230 Voice or 931-221-6278 TTY.
- Middle Tennessee State University, Office of Disabled Student Services, KUC 120, 615-898-2185, TTY 615-898-2836
- Tennessee State University, Office of Student's with Disabilities, Kean Hall 117, 615-963-7400.

CHILDREN IN THE WORKPLACE (6.8.1)

PURPOSE
Tennessee State University is a state-supported university committed to developing student excellence and promoting an educational environment conducive to learning. To achieve these objectives, university policy prohibits the presence of children in the workplace for other than official university activities involving children. Employees with
dependent children are expected to make regular arrangements for proper care of their children while at work.

**POLICY**
This policy is established to avoid disruptions in job duties of the employee and co-workers, reduce personal and property liability, and help promote the learning environment of the university.

**Bibliography:**
DOI: 10.1080/09518390902736512


