WEST TEXAS A&M UNIVERSITY

DEPARTMENT OF POLITICAL SCIENCE AND CRIMINAL JUSTICE

EMA/POSC 4350 Directed Research

Web-Based

Spring 2022

Instructor:	Dr. Ming Xie (She | Her | Hers)
Email:	mxie@wtamu.edu
	NOTE: Please be mindful when emailing me – do not email a WT student with the same last name and the same first name initial with me. It is not the student's responsibility to notify you that you've emailed the wrong person.
Office:	Old Main 205A
Office Phone:	806-651-2564
	NOTE: I will respond to messages within 48 hours, excluding weekends, holidays, and breaks.
Office Hours:	Tuesdays and Thursdays 9:00am-3:00pm or by appointment

Required Text:

- There is no textbook required for this class.
- Additional Readings will be available in WTClass under the "Readings" tab/folder.
- Students are also advised to stay on top of current disaster events and debates, or public administration events by news coverage through various sources.

Course Description:

EMA/POSC 4350 is the capstone course for WT's EMA and PA programs. This capstone course brings learning experiences in the program together to address real-life issues and problems through a major research project. Students select from predefined topical issues, submit a plan for completing the project, and complete a structured research paper. The capstone course will help each student solidify his or her understanding of disasters, and develop the necessary skills and abilities to enter and contribute to the growing emergency management profession.

The course is not lecture-based. In this course, every student will complete a one-term project that will display the student's mastery of emergency management and public administration facets—administration and management, personnel management, risk management, organizational theory and behavior, finance, economics, administrative law, and public relations. It requires students to link theory, a literature review with their class experiences, pose a research question, analyze the findings, and make recommendations.

Course Objectives:

Upon completion of the course, students should gain knowledge to:

- Apply critical thinking and best practices to critical issues in emergency management administration situations
- Demonstrate concepts, principles, standards, and use practices studied in the previous EMA/POSC courses in an applied setting
- Critique and apply best practices in the development of preparation, planning, responding, recovering, and mitigating disasters
- Develop and refine skills sets essential to enter and contribute to the emergency management administration profession

Program Learning Outcomes:

Students are expected to have the knowledge base for higher-level EMA courses and be ready for analytic, critical, and philosophical discussions in the program.

Course Requirements:

- **Research Article Synopsis (40%)**

This course is structured around weekly tasks that involve reading an academic article in the expectation your workload will remain relatively constant throughout the semester. You are encouraged to think about your research topic at the beginning of the semester. Each week you are required to read one academic article and write a summary of the main points in the article. Throughout the semester you will write eight article summaries.

There are eight discussion board questions posted throughout the semester. Each student will answer the question and then respond to at least three posts written by classmates.

- **Research Project (60%)**

For the research project students will identify a predefined topics in Emergency Management or Public Administration that they would like to learn more about. To help you incrementally prepare and submit a research paper, the research project is divided into six activities.

Activity 1: Capstone Topic Selection and Draft of Introduction

Activity 2: Draft of Literature Review and Annotated References

Activity 3: Research Design and Draft of Methodology

Activity 4: Results of the Study

Activity 5: Summary and Discussion

Activity 6: Putting It All Together: Finalizing and Submitting Your Capstone Project, Video Presentation

Evaluation

Students should be aware that the instructor grades assignments according to the description in the WTAMU Catalog. An A is reserved for those students that have excelled or mastered the material or activity. A B is reserved for those students that have met all required areas and went beyond them with, perhaps, a few mistakes. A C is reserved for those students that met the required elements of the assignment with appropriate effort and went no further. A D is reserved for those students that almost met all of the required elements of the assignment, but with 3 additional effort would have met them all. Finally, an F is reserved for those students that did not meet the required elements and, obviously did not put forth the required effort.

Every effort is made to make the grading system and rubrics as transparent and fair as possible. You may contest a grade up to one week after it is returned. If you believe that there has been an error on your assignment or exam, please wait 24 hours after receiving the grade. After that period, please submit a written description of the error you believe occurred along with the assignment or exam to the instructor for re-grading. Clerical errors and outright mistakes will be corrected; decisions about the amount of partial credit to give for an answer will not be revisited. Please note that your grade could increase, decrease, or remain the same upon reconsideration.

• **Grading System**

Task	Points
Research Article Synopsis (8x50 points each)	400
Research Project: Introduction	100
Research Project: Literature Review	100
Research Project: Methodology	100
Research Project: Results and Findings	100
Research Project: Summary and Discussion	100
Research Project: Video Presentation	100
Total	**1000**

• **Grading Scale**

Percentage	Letter Grade
90.0-100	A
80.0-89.9	B
70.0-79.9	C
60.0-69.9	D
0-59.9	F

Current Faculty Senate Statement: The WT Faculty Senate places the highest priority on the health and safety of our university's students, faculty, and staff. In cooperation and consultation with Academic Affairs and Dean's Council, Faculty Senate strongly supports that everyone in the WTAMU campus community abide by the provisions, both present and future, set out by system and university administration to maintain health and safety during the COVID-19 pandemic. Further, Faculty Senate calls upon WT faculty to set an example for others by consistently and

correctly wearing masks or face coverings while on campus, or at WT-sponsored events, as well as maintain at least six feet of physical distance.

Course Policies and Responsibilities

You will be responsible for assigned readings, quizzes, class lectures/discussions, participation in-class and other assignments.

• Attendance

Attendance is important to succeed in this and any course in college. Your attendance is measured by your participation and completion of online activities.

• Late Work

Late assignments will automatically be penalized 10% if they are submitted after the due date. Assignments will not be accepted if they are more than 24 hours late without making prior arrangements with the instructor. For example: if an assignment is due on Friday at 11:59 PM turned in on Saturday at 1:00 PM, a B paper would be dropped to a C. If the student does not submit the paper until Monday at 07:00 AM, no credit will be given for the assignment. Please note: The Late Policy does NOT apply to course exams. There are no make-up exams allowed in this course unless prior arrangements are made.

• Retakes

If an assignment is returned to the student to be redone, it will be assessed a 15% penalty each time it must be redone. It is in the student's best interest to read/listen to assignment directions carefully so as to complete the assignment correctly the first time.

Academic Integrity

All work must be completed individually unless otherwise stated. Commission of any of the following acts shall constitute scholastic dishonesty: acquiring or providing information for any assigned work or examination from any unauthorized source; informing any person or persons of the contents of any examination prior to the time the exam is given in any subsequent sections of the course or as a makeup; plagiarism; submission of a paper or project that is substantially the same for two courses unless expressly authorized by the instructor to do so. For more information, see the Code of Student Life.

Acceptable Student Behavior

Classroom behavior should not interfere with the instructor's ability to conduct the class or the ability of other students to learn from the instructional program (Code of Student Life). 5 Unacceptable or disruptive behavior will not be tolerated. Students engaging in unacceptable behavior may be instructed to leave the classroom. Inappropriate behavior may result in disciplinary action or referral to the University's Behavioral Intervention Team. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc.

ADA Statement

West Texas A&M University seeks to provide reasonable accommodations for all qualified persons with disabilities. This University will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to register with Student Disability Services (SDS) and to contact faculty members in a timely fashion to arrange for suitable accommodations. Contact Information: Student Success Center, CC 106; phone (806) 651-2335.

Title IX Statement

West Texas A&M University is committed to providing a learning, working and living environment that promotes personal integrity, civility, and mutual respect in an environment free of sexual misconduct and discrimination. Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. Harassment is not acceptable. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here:

- WTAMU Title IX Coordinator Richard Webb – Old Sub, or call 806.651.3199
- WTAMU Counseling Services – Classroom Center 116, or call 806.651.2340
- WTAMU Police Department – 806.651.2300, or dial 911
- 24-hour Crisis Hotline – 800.273.8255, or 806.359.6699, or 800.692.4039 https://www.notalone.gov/

For more information, see the Code of Student Life.

Evacuation Statement

If you receive notice to evacuate the building, please evacuate promptly but in an orderly manner. Evacuation routes are posted in various locations indicating all exits, outside assemble area, location of fire extinguishers, fire alarm pull stations and emergency telephone numbers (651-5000 or 911). In the event an evacuation is necessary: evacuate immediately do not use elevators; take all personal belongings with you; report to outside assembly area and wait for further information; students needing assistance in the evacuation process should bring this to the attention of the instructor at the beginning of the semester.

WT Attendance Policy for Core Curriculum Classes

For the purposes of learning assessment and strategic planning, all students enrolled in Core Curriculum courses at West Texas A&M University must swipe their Buff Gold cards through the card reader installed in the classroom/lab for each class/lab meeting.

<p style="text-align: center; color: red;">Spring 2022 COURSE CALENDAR</p>

<p style="text-align: center;">The schedule is tentative and subject to change.</p>

Week 1, 01/10 - 01/16: Introduction

- ➢ Introduction to EMA/POSC 4350
- ➢ Syllabus review: Course objectives and assignments

- Self-introduction
- Start thinking about your research question

Week 2, 01/17 - 01/23: Beginning a Research Project: Ethics and Research Questions

- Research article synopsis #1 (50 points)
    - o Due Sunday 01/23 by 11:59pm

Week 3, 01/24 - 01/30: Introduce your topic

- Research Project: Introduction (100 points)
- Describe the research question you will answer and why it is important.
- Describe the type of study (qualitative, quantitative, mixed-methods).
    - o Due Sunday 01/30 by 11:59pm

Week 4, 01/31 - 02/06: Literature review I

- Research article synopsis #2 (50 points)
    - o Due Sunday 02/06 by 11:59pm

Week 5, 02/07 - 02/13: Literature review II

- Research article synopsis #3 (50 points)
    - o Due Sunday 02/13 by 11:59pm

Week 6, 02/14 - 02/20: Literature review III

- Research project: Literature Review (100 points)
    - o Due Sunday 02/20 by 11:59pm

Week 7, 02/21 - 02/27: Qualitative methods

- Research article synopsis #4 (50 Points)
    - o Due Sunday 02/27 by 11:59pm

Week 8, 02/28 - 03/06: Quantitative methods

- Research article synopsis #5 (50 points)
    - o Due Sunday 03/06 by 11:59pm

Week 9, 03/07 - 03/13: Mixed-methods

- Research Project: Methodology (100 points)
  - Due Sunday 03/13 by 11:59pm

Week 10, 03/14 - 03/20: Spring Break No Class

Week 11, 03/21 - 03/27: APA reference style

- Research article synopsis #6 (50 points)
  - Due Sunday 03/27 by 11:59pm

Week 12, 03/28 – 04/03: Results and Findings I

- Research article synopsis #7 (50 points)
  - Due Sunday 04/03 by 11:59pm

Week 13, 04/04 – 04/10: Results and Findings II

- Research project: Results and Findings (100 points)
  - Due Sunday 04/10 by 11:59pm

Week 14, 04/11 - 04/17: Put Everything Together

- Research article synopsis #8 (50 points)
  - Due Sunday 04/17 by 11:59pm

Week 15, 04/18 – 04/24: Completing the Project

- Research project: Summary and Discussion (100 points)
  - Due Sunday 04/24 by 11:59pm

Week 16, 04/25 – 05/01: Communicating Findings

- Upload presentation video (100 points)
  - Due Sunday 05/01 by 11:59pm