I. **Course Description**

Completion of an approved research project under the supervision of a dissertation chair. The course may be taken in either a 1, 3, or 6-hour format upon consultation with the dissertation chair. The one-hour course is an option reserved for those who have successfully defended their dissertation in the previous semester after the deadline for that semester’s graduation. A minimum of 3 DIP credit hours is required for degree completion.

II. **Rationale**

The purpose of the dissertation in progress course is to assist doctoral candidates in developing, refining, and completing their doctoral dissertation. Participation in the course will provide doctoral candidates with the structure and guidance needed to successfully propose a research design, conduct an original study, analyze results, draw conclusions, and defend their findings. The ability to conduct rigorous research and contribute positively to the professional literature is foundational in Educational Leadership.

III. **TExES Competencies: N/A**

IV. **Course Objectives**

[TBA & Student specific]

V. **Course Topics**

Specific course topics will vary according to the doctoral candidate’s progression in the research process and be determined by the dissertation chair in collaboration with the doctoral candidate and/or the doctoral candidate’s dissertation committee members.

VI. **Instructional Methods and Assignments**

As with course topics, instructional methods and assignments will vary according to the doctoral candidate’s progression in the research process and be determined by the dissertation chair in collaboration with the doctoral candidate. Doctoral candidates will
earn a grade of either “Credit” or “No Credit” depending on progress made toward completing the dissertation. Doctoral candidates may be required to complete several assignments including but not limited to:

A. Substantial progress towards completion of the prospectus or proposal in the first [DIP] course, e.g.:
   i. Clear definition of research questions
   ii. Clear definition of design and/or methodology
   iii. Evidence of understanding of the need for the study (e.g., statement of the problem)
B. Regular meetings with the dissertation chair and/or committee meetings as indicated by the chair
C. Completion of the proposal or prospectus
D. Successful proposal with committee
E. Attendance at Dissertation/Thesis Boot Camp offerings
F. Evidence of an appropriate review of the literature supportive of the proposed study
G. Clear evidence of progress in writing of the dissertation
H. Successful defense with committee
I. Submission of the dissertation and all requisite forms to the CGS

VII. Class Schedule and Policies

In accordance with policies of the COEHD, students may not enroll in more than 18 hours of dissertation without approval from the COEHD Doctoral Degree Committee. The COEHD recognizes that studies may require additional time; however, a letter from the dissertation chair to the committee addressing the progress of the student and outlining why additional time is needed is required. Students will have the opportunity to present a viable course of action moving forward ensuring prompt completion of the dissertation project either in writing or through oral presentation at a regularly scheduled committee meeting. Dissertation chairs are welcome to attend committee meetings in support of the student if desired.

Each doctoral candidate is expected to meet individually and/or in small groups with the instructor (dissertation chair) throughout the semester. It is primarily the doctoral candidate’s responsibility to schedule individual appointments with the chair to accomplish the identified tasks of the course.

Research Misconduct: In addition to University policy regarding academic integrity, including plagiarism and other forms of academic misconduct, those involved in research should be aware of the additional responsibilities of researchers with regards to various kinds of research misconduct. The CITI training required of all TAMU-CC researchers addresses this topic and should be completed before beginning work on the dissertation. Research misconduct, not limited to plagiarism, is grounds for failure in the course and dismissal from the program.

VIII. Evaluation
A grade of “Credit” will be awarded in this course when satisfactory progress in the research process has been made during the semester enrolled (see the assignment contract at end of this document). A grade of “No Credit” may be awarded if there is not satisfactory progress during any semester. Should a grade of “No Credit” be issued, the hours taken that semester will not be counted toward the 18 total hours to complete the dissertation.

IX. Textbook


X. Bibliography

TBA

XI. Grade Appeals

As stated in University Rule 13.02.99.C2, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Rule 13.02.99.C2, Student Grade Appeals, and University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules Web site at http://www.tamucc.edu/provost/university_rules/index.html. For assistance and/or guidance in the grade appeal process, students may contact the Office of Student Affairs.

XIII. Disabilities Accommodations

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 disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall 116.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.
Semester Requirements for

___1 semester hour      ___3 semester hours      ___6 semester hours

Instructor: ____________________________________________________________

Student: ____________________________________________________________

Dissertation Hours Completed (To Date): _________________________________

Course Assignments

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Comments/additional tasks completed:

_________________________________  _______________________________________
Student Signature and Date          Faculty Signature and Date