CSEN 5395.001/W01 Graduate Project Research and Proposal
Department of Computing Sciences
Fall 2018

A. COURSE INFORMATION

Course number/section: GSEN 5395 001/W01
Class meeting time: Individual meeting by appointment
Class location: CBI 109
Course Website: blackboard

B. INSTRUCTOR INFORMATION

Instructor: Lucy Huang
Office location: CBI 109
Office hours: Tuesday/Thursday 8:20AM-10:50 AM
Telephone: 361 825-2646
e-mail: Lucy.Huang@TAMUCC.edu
Appointments: Send me an email with possible times.

C. COURSE DESCRIPTION

Catalog Course Description
Preparatory and developmental research for the graduate thesis or creative project resulting in the preliminary design and formal proposal of the graduate project. This thesis or a creative project proposal must be reviewed and approved by the project chairperson to receive credit. Offered on a credit/no-credit basis only. Students are required to complete a major field assessment test. Credit will not be recorded until the proposal is approved by the Graduate Thesis/Project Committee Chair.

D. PREREQUISITES AND COREQUISITES

Prerequisites
NONE

Corequisites
NONE

E. REQUIRED TEXTBOOK(S), READINGS AND SUPPLIES

Required Textbook(s)


F. STUDENT LEARNING OUTCOMES AND ASSESSMENT

Assessment is a process used by instructors to help improve learning. Assessment is essential for effective learning because it provides feedback to both students and instructors. A critical
step in this process is making clear the course’s student learning outcomes that describe what students are expected to learn to be successful in the course. The student learning outcomes for this course are listed below. By collecting data and sharing it with students on how well they are accomplishing these learning outcomes students can more efficiently and effectively focus their learning efforts. This information can also help instructors identify challenging areas for students and adjust their teaching approach to facilitate learning.

By the end of this course, students should be able to:

- Understand the scientific writing process.
- Understand the peer review process.
- Develop an annotated bibliography.
- Utilize library resources to conduct literature research.
- Write a graduate project or thesis proposal.

G. INSTRUCTIONAL METHODS AND ACTIVITIES

Students will search for research materials primarily using the internet, but also the library. Students will read many articles at various levels of scrutiny and develop a research proposal for the graduate thesis or creative project. Students need to complete and submit assignments by the due dates. Students are encouraged to discuss their proposal with the Graduate Thesis/Project Committee Chair and members.

H. MAJOR COURSE REQUIREMENTS AND GRADING

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>% of FINAL GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annotated Bibliography</td>
<td>30%</td>
</tr>
<tr>
<td>Committee Document *</td>
<td>10%</td>
</tr>
<tr>
<td>Project or Thesis Proposal*</td>
<td>60%</td>
</tr>
</tbody>
</table>

- Committee Document and Project/Thesis Proposal are required to earn a passing grade

Grade Computation: Credit/No credit

I. COURSE CONTENT/SCHEDULE

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Reading</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-2</td>
<td>Thesis Template Using Library Resources</td>
<td>Day: Chapters 1-3 Break Writing by Jan Allen</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Assignment</td>
<td>Days: Chapters</td>
<td>Additional Notes</td>
</tr>
<tr>
<td>---</td>
<td>----------------------------</td>
<td>---------------------------------------</td>
<td>-------------------------------------------------------</td>
</tr>
<tr>
<td>3</td>
<td>Proposal Form</td>
<td>4-8</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Proposal Format Specs</td>
<td>9-10</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Proposal Writing</td>
<td>11-13</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Proposal Writing</td>
<td>14-18</td>
<td>Committee Documentation Form Due 10/5/2018</td>
</tr>
<tr>
<td>7</td>
<td>Proposal Writing</td>
<td>19-22</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Proposal Writing</td>
<td>23-25</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Proposal Writing</td>
<td>26-30</td>
<td>1st Proposal Draft Due 10/26/2018</td>
</tr>
<tr>
<td>10</td>
<td>Proposal Writing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Proposal Writing</td>
<td></td>
<td>Annotated Bibliography Due 11/9/2018</td>
</tr>
<tr>
<td>12</td>
<td>Proposal Writing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Proposal Writing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Proposal Writing</td>
<td></td>
<td>Final Proposal Due 11/30/2018</td>
</tr>
</tbody>
</table>

Note: Changes in this course schedule may be necessary and will be announced to the class by the Instructor. The assignments shown are directly related to the Student Learning Outcomes described in Section F.

ASSIGNMENT FORMAT:
All assignments must be submitted electronically through IOL. Acceptable file formats are: Microsoft Word (.doc/.docx) and Adobe PDF (.pdf).

J. COURSE POLICIES

Attendance/Tardiness
You are expected to be to all class periods.

Late Work and Make-up Exams
All assignments must be completed on time. Submission of an assignment after the due date is accepted, but with a penalty of 30% of the grade for the first 24 hours late, and 10% each
additional 24 hours.

**Extra Credit**
None

**Cell Phone Use**
Cell phones need to be turned off or on vibrate.

**Laptop Use**
Laptops may be used and necessary for working on your assignments. They should only be used for course work.

**Food in Class**
No food or drink is allowed in the lab.

**Missed Exam**
You must make arrangements before missing an exam.

**Participation**
You are expected to do your reading and cover course materials before class and be prepared to discuss the current topic. You are also expected to be active in the discussion.

**Others**
All writing is to be your own work. Proper citations are required. Failure to cite will be considered plagiarism.

**K. COLLEGE AND UNIVERSITY POLICIES**

- **Academic Integrity (University)**
  University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, falsification, forgery, complicity or plagiarism. (Plagiarism is the presentation of the work of another as one’s own work.) In this class, academic misconduct or complicity in an act of academic misconduct on an assignment or test will result in a failing grade.

- **Classroom/Professional Behavior**
  Texas A&M University-Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor’s ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in article VII of the Student Code of Conduct. Students
engaging in unacceptable behavior may be instructed to leave the classroom. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.

- **Statement of Civility**
  Texas A&M University-Corpus Christi has a diverse student population that represents the population of the state. Our goal is to provide you with a high quality educational experience that is free from repression. You are responsible for following the rules of the University, city, state and federal government. We expect that you will behave in a manner that is dignified, respectful and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

- **Deadline for Dropping a Course with a Grade of W (University)**
  I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. **Please consult with your academic advisor, the Financial Aid Office, and me, before you decide to drop this course.** Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. Please consult the Academic Calendar ([http://www.tamucc.edu/academics/calendar/](http://www.tamucc.edu/academics/calendar/)) for the last day to drop a course.

- **Grade Appeals (College of Science and Engineering)**
  As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, 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 Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules website at [http://www.tamucc.edu/provost/university_rules/index.html](http://www.tamucc.edu/provost/university_rules/index.html), and the College of Science and Engineering Grade Appeals webpage at [http://sci.tamucc.edu/students/GradeAppeal.html](http://sci.tamucc.edu/students/GradeAppeal.html). For assistance and/or guidance in the grade appeal process, students may contact the chair or director of the appropriate department or school, the Office of the College of Science and Engineering Dean, or the Office of the Provost.

- **Disability Services**
  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 (361) 825-5816 or visit Disability Services 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.

http://disabilityservices.tamucc.edu/

- **Statement of Academic Continuity**
  In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

L. **OTHER INFORMATION**

- **Academic Advising**
  The College of Science & Engineering requires that students meet with an Academic Advisor as soon as they are ready to declare a major. The Academic Advisor will set up a degree plan, which must be signed by the student, a faculty mentor, and the department chair. Meetings are by appointment only; advisors do not take walk-ins. Please call or stop by the Advising Center to check availability and schedule an appointment. The College’s Academic Advising Center is located in Center for Instruction 350 or can be reached at (361) 825-3928.

**GENERAL DISCLAIMER**

I reserve the right to modify the information, schedule, assignments, deadlines, and course policies in this syllabus if and when necessary. I will announce such changes in a timely manner during regularly scheduled lecture periods.