



Course Syllabus: NURS 3503/RADS 3503/RESP 4423 Research
Robert D. & Carol Gunn College of Health Sciences & Human Services
Department of Radiologic Sciences

Course Information

Information	Description
Name	NURS 3503/RADS 3503/RESP 4423 Research (online)
Credit	3 hours
Term	Spring 2022
Dates	January 10-April 29, 2022
Time Commitment	Students should expect to spend at least 13 hours per week on course material (10 week term)
Prerequisites	BSRT, BSRS, BSRC, or BSN chair approval

Professor

Kimberly Onstott EdD, RT(R)(CT)(MR), MRSO Assistant Professor, Radiologic Sciences

E-mail: kimberly.onstott@msutexas.edu

Use this format in the subject line: 3503_your last name_topic of the message

E-mail is the best way to me. If I haven't responded within 72 hours, please email me again.

Phone: (940) 397-4332

Office location: Midwestern State University

3410 Taft Blvd

Centennial Hall 430Q

Wichita Falls, TX 76309

Office hours: Mondays & Tuesdays 12:30-14:30, & Wednesdays 8:30-9:30. Make an appointment by e-mail. Additional hours by request.

Course Description

The focus of this course is to instruct health sciences and human services students in the role of research in interdisciplinary health studies.

Note: This is an interdisciplinary research course that will be taught to nursing, radiologic science, and respiratory therapy students mixed into each course section.

Course Objectives

Upon completion of this course, the student will:

- Discuss essential components of the research process.
- Differentiate application of selected research designs.
- Discuss the ethical and legal aspects of research.
- Critique selected research projects.
- Demonstrate ability to apply research findings to professional practice issues, including interdisciplinary issues.

Teaching Methodology

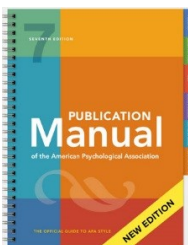
Desire2Learn (D2L) modules, Independent reading assignments, discussion boards, and dropbox writing assignments. There is NO final exam for this course.

Course Materials

Textbooks

Required

American Psychological Association. (2019). *Publication manual of the American Psychological Association* (7th ed.). Washington, DC: Author. [ISBN 978-1433832161]



Computer Requirements

You need access to an up-to-date computer with an internet connection in this course. D2L does not work well with Internet Explorer. Use a different browser when working in D2L. Also Chromebooks will not work. Only Word documents will be submitted in this course. If using a MAC, documents can be saved as Word files.

Video: [How to save Apple Pages document as Microsoft Word file \(.doc & .docx\)](#)

Assignments

This course is one that was constructed so that the material builds upon itself to result in a final paper and application of learning. It is not recommended to work ahead. See the Course Schedule in this syllabus, as well as the course calendar in D2L, for specific information about activities and due dates.

Evaluation

Grade Distribution

- Discussion Boards 10%
- Research Question Form 10%
- Title & Reference Page 10%
- Types of Research Essay 15%
- Plagiarism Evaluation 10%
- Body of the Paper 30%
- Final Paper 15%

Grade Scale (all programs)

- A=100-90
- B=89-80
- C=79-70
- D=69-60
- F=59 and below

Grading Cycle

All assignments are graded together as a group to maintain a higher level of consistency. Grading begins on the first business day after a due date, outside of university holidays and professional meetings, and is typically completed before the next due date. You may track your progress through the Gradebook in D2L.

Feedback

Feedback varies throughout the course. The News section of the course is where I will send messages to the entire class. It is best to set up your D2L account to receive an email notification (to the email of your choice) when News items are posted, so you do not miss important updates.

1. Click the down arrow in the News section on the 3503 course home page
2. Select Notifications
3. Check the email address you wish to send email notifications. If you need to change this, select "Change your email settings" and enter the new email address. This email address should be an email address you check frequently.
4. If you want to receive these updates on your mobile, select "Register your mobile"
5. Check the box next to "News - new item available" and then check any other boxes you wish to receive an email notification from.

You are welcome to email questions to clarify concepts or look for further explanations. If I come across repeated questions I will provide feedback or supplementary resources in the News section of the course so that everyone can benefit from it. You might look there first, because your questions and answers may be

located there.

Late Work

Due Dates

Most assignments are due on Tuesdays (see Important Course Dates below). Assignments must be submitted by 23:59 (11:59 pm) Central Standard Time, on scheduled due dates in the course schedule. If a student fails to meet a deadline the student will receive no credit for the assignment not submitted on time.

Emergency Extension

If you have a major event such as a death in the family, illness, hospitalization, or other extenuating circumstances, email the professor at kimberly.onstott@msutexas.edu as soon as possible and on or before the scheduled due date. I will grant extensions on an individual basis. If an extension is granted, typically the following guidelines will be followed.

1. The assignment may be up to one week late and still qualify for full credit. After the one-week extension has passed, ten points per day can be deducted until the assignment is no longer worth any credit.
2. When the assignment is completed, you must send a follow-up email to let the professor know it is ready to grade. Failure to notify the professor could lead to a grade of zero.
3. **Avoid End of Course Late Work:** Please note there are University deadlines for submitting grades at the end of the semester. All work must be turned in at least a week before grades must be posted.
4. If a course includes interaction between students in the discussion board, and if extenuating circumstances will prevent you from participating, an alternate assignment may be considered at the discretion of the professor.

HIPAA Requirement

Do not place ANY patient name on your assignments. Any proper name that appears on an assignment, other than yours will be considered a HIPAA violation and the assignment grade may be dropped to as low as a zero, depending on the severity of the violation.

Final Course Grade

A final course score of 70% is required to pass this course. Letter grades of "D" or "F" cannot be used for graduation and will require the course be repeated according to the current radiology program policies.

Technical Difficulties

On occasion, you may experience problems with accessing D2L, accessing class files located within D2L, connecting with your internet service, or you may encounter other computer related problems. Make the professor aware of a technical problem as soon as possible. If a problem occurs on our end, such as D2L failure, then a due date extension will typically be granted. **However, keep in mind it is your responsibility to have (or have access to) a working computer in this class. Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.**

Dropbox assignments that can be attached in an email should be emailed to the professor as soon as a problem is encountered. Failure to do so may result in points being lost, regardless of connection issues.

For help options:

- For D2L issues go online go to the [Distance Education Helpdesk](#)
- By phone call the Distance Education office at 940-397-4868 between 8am and 5pm.
- Use the D2L help link in D2L.
- Contact your professor.
- For other computer access issues, go online to the MSU [Information Technology Website](#).

Attendance

This is an online course and there are no mandatory face-to-face sessions. However, the student should be vigilant in logging in to D2L. The student should expect to log in at least 3 times per week. Regular checks will ensure that messages from the professor are received in a timely manner. This course is on a schedule that will be strictly adhered to. See the Important Dates section below for specific due dates.

Requesting a Withdrawal

The last opportunity to drop this course with a grade of “W” is 4:00pm on March 21, 2022. All withdrawals **must be initiated by the student**. After this date dropping the course results in a grade of “F”.

In an emergency or extenuating circumstance, a student may request a grade of “Incomplete” before grades are submitted. If the professor grants the “Incomplete,” the student has until thirty (30) days after the beginning of the next long semester to complete the course requirements. If the student does not complete the course requirements within the deadline, the grade of “Incomplete” will automatically convert into a grade of “F”.

Special Needs

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable adjustments in its policies, practices, services, and facilities to ensure equal opportunity for qualified persons with disabilities to participate in all educational programs and activities.

The Office of Disability Services (ODS) provides information and assistance, arranges accommodations, and serves as a liaison for students, professors, and staff. The ODS has assistive devices such as books on tape, recorders, and adaptive software which can be loaned to qualified individuals. A student/employee who seeks accommodations based on disability must register with the Office of Disability Services in the Counseling Center; Clark Student Center Room 108. Documentation of disability from a competent professional is required.

Individuals with grievances related to discrimination or lack of accommodation based on a disability are encouraged to resolve the problem directly with the area involved. If the matter remains unresolved, the Office of Disability Services for resolution will provide advice and/or assistance. The grievance procedure may be found in the Student Handbook and Activities Calendar.

The Director of the Counseling Center serves as the ADA Coordinator and may be contacted at (940)397-4618, TDD (940)397-4515, or 3410 Taft Blvd., Clark Student Center Room 108.

Administrative Process

Unresolved issues related to this course should be first addressed between the student and the course professor. If there is no resolution, students must follow this sequence:

1. Director of Interdisciplinary Education – Dr. Randy Case (940-397-4763)
2. The Chair of the student's major program
 - Nursing Department Interim Chair – Dr. Robin Lockhart (940-397-4614)
 - Radiology Department Chair – Dr. Beth Vealé (940-397-4611)
 - Respiratory Department Chair – Dr. Jennifer Anderson (940-397-4656)
3. College Dean - Dr. Jeff Killion (940-397-4594)
4. Dean of Students – Matthew Park (940-397-7500)

Honor System

RADS 3503 adheres to the [MSU Code of Conduct](#).

In particular, academic dishonesty, however small, creates a breach in academic integrity. A student's participation in this course comes with the expectation that his or her work will be completed in full observance of the MSU Code of Student Conduct. A student should consult the current Student Handbook for answers to any questions about the code.

All components of RADS 3503 are designed to represent the efforts of each student individually and are NOT to be shared, copied, or plagiarized from other sources. When students submit their efforts for grading, they are attesting they abided by this rule.

An online plagiarism service will be used in this course. Student assignments will be uploaded to the service for identification of similarities to other student papers and published works.

Cheating includes, but is not limited to

- Use of any unauthorized assistance in taking quizzes, tests, or examinations;
- Dependence upon the aid of sources beyond those authorized by the professor in writing papers, preparing reports, solving problems, or completing other assignments; or
- The acquisition of tests or other academic materials belonging to the university faculty or staff without permission.

Plagiarism includes, but is not limited to

- The use of, by paraphrase or direct quotation without correct citation in the text and in the reference list,
- The published or unpublished works of another person.
- Students may NOT submit papers and assignments that they have previously submitted for this or other courses.
- The use of materials generated by agencies engaged in "selling" term papers is also plagiarism.

Academic dishonesty (cheating, plagiarism, etc.) will not be tolerated in this class. Whenever a student is unsure of whether a particular situation will be interpreted as academic dishonesty, he/she should ask the professor for clarification. If students are guilty of academic dishonesty, a grade of zero (0) will be given for the quiz, assignment, etc. Cases may also be referred to the Dean of Students for possible dismissal from the university. Students are encouraged to review the tutorials and suggested websites for more information

about plagiarism. If you have any questions about what constitutes plagiarism, please consult:

- The [University Academic Dishonesty Policy](#)
- The website [Plagiarism.Org](#), or
- The professor

Please Note

By enrolling in this course, the student expressly grants MSU a "limited right" in all intellectual property created by the student for the purpose of this course. The "limited right" shall include, but shall not be limited to the right to reproduce the student's work/project in order to verify originality and authenticity, and for educational purposes. Specifically, faculty may submit student papers and assignments to an external agency to verify originality and authenticity, and to detect for plagiarism.

Senate Bill 11/House Bill 1927

Senate Bill 11 passed by the 84th Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective August 1, 2016. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the [University's campus carry webpage](#).

House Bill 1927, also known as Constitutional Carry, allows an individual 21 years of age or older, who may legally possess a firearm and who is not otherwise prohibited by state or federal law from possessing a firearm, to do so concealed or unconcealed (but holstered), without obtaining or possessing a License to Carry (LTC) became effective midnight, September 1, 2021.

In keeping with existing university policy prohibiting firearms on campus, Midwestern State University (MSU Texas), along with other components of the Texas Tech University System, has chosen to exercise the authority granted to it in Section 30.05 of the Texas Penal Code (Criminal Trespass), to prohibit persons from entering onto University property, while in possession of a firearm. On and after September 1, 2021, an individual will not be allowed to possess a firearm on MSU Texas property, unless such individual possesses a LTC issued by the Texas Department of Public Safety (or an agency of another state authorized to issue such license and with which Texas maintains a reciprocity agreement). To reiterate, this prohibition does not forbid a person who possesses a valid License to Carry from carrying a concealed handgun at MSU Texas unless Section 30.06 signage is also present: all privileges, duties and responsibilities granted by law to a bona-fide LTC holder remain in full-effect at MSU Texas. Section 30.06 signs, which prohibit all handguns, may be found in certain labs, meeting rooms or other specific areas of campus.

If you have questions or concerns, please contact MSU Chief of Police [Patrick Coggins](#) by email at mpatrick.coggins@msutexas.edu.

Communicating with the Professor

Contact information for the professor is listed at the top of the first page of this syllabus. The professor prefers email so there is a record of the communication and often the professor is away from her desk.

3503_your last name_topic of message

Example: 3503_Smith_Title Page question

When there is a need to contact a student, the professor will use the student's students.mwsu.edu email

account. The professor is not responsible for sending emails to any other email account (set up your email to forward messages to an email you check often to avoid potentially missing any correspondence). Faculty members will not be responsible for keeping up with other email addresses for students. If you have not established this account or you need help forwarding messages, do so as soon as possible by contacting [information systems](#).

The professor will respond or at least acknowledge all student communications within five (5) business days. If this time period will be longer because the professor is out of town or other reason, a news item will be posted online in D2L for the class. Please always give the professor the time asked for to respond before repeating your request. Always include your course number and topic in the subject line of the email.

Research Assignment Details

Getting Started!

Review the course Syllabus thoroughly.

Then read the Cautionary Notes, and How to Check and Use Feedback in this Course, followed by completing the required Introductions discussion board. **Note: Replies are NOT required for this discussion.**

Also in this module you will find PowerPoint presentations covering various course topics. It is HIGHLY recommended that students review all of these documents as they progress through the course.

Discussion Boards

There are required discussion boards, as well as social discussion boards for this course.

In the social discussion boards, there is a Coffee Shop discussion board for chatting with your classmates. This board is not mandatory and will not be graded; however, you must keep in mind proper discussion board etiquette.

In the required discussion boards, there are three topics provided: Introductions, APA, and Plagiarism & Ethics. Each student is required to post **one** meaningful response to the question, as well as **two** responses to other students for **each topic**. The discussion boards will not open and you will not be able to see anyone else's posts until you have created your original post. This is an open discussion; but you must keep in mind proper discussion board etiquette.

Students must post original posts to the discussion board 72 hours before the deadline for replies. This ensures all students have equal opportunity to engage in discussion and read everyone's post. It is also the students' responsibility to facilitate discussion within their own post if classmates have questions or comments. If students wait until the deadline to complete original posts, or fail to facilitate discussion, it is not fair to peers and defeats the purpose of the discussion. Failing to adhere to these policies will result in a loss of credit for the discussion board assignment. Discussion boards are worth 10% of your total grade. Failure to complete discussion boards can negatively affect your grade.

Module 1 – APA (Discussion Board & Dropbox Assignments)

Within the APA Module, students will find the Research Question Approval section as well as the Title &

Reference Page section. In the Research Question Approval section, first read the Formulating a Research Question document, then access the Research Question Approval form. Upload the completed form to the dropbox by the assignment due date. Due dates are available in the course calendar. **The topic, question, and references provided in this document should include the student's profession plus at least one other profession in healthcare, and will be the basis for the title and reference page, body of paper, and final paper assignments.**

In the Title & Reference Page section, review the sample title page and sample reference list, and the Title & Reference Page instructions. Upload the completed title & reference pages to the dropbox by the assignment due date. Due dates are available in the course calendar.

Finally, there is an APA discussion board that must be completed. Remember, each student is required to post **one** meaningful response to the question, as well as **two** responses to other students for **each topic**. The discussion boards will not open and classmates' posts will not be visible until you have created your original post. This is an open discussion, but you must keep in mind proper discussion board etiquette. Original posts are due 72 hours before the deadline for replies. Due dates are available in the course calendar.

Module 2 – Plagiarism & Synthesizing (Discussion Board & Dropbox Assignment)

The Plagiarism & Synthesizing Module is separated into two sections. Within the Plagiarism section, students should begin by accessing the Avoiding Plagiarism document, and follow instructions to review the Harvard Guide to Using Sources. After reviewing that document, students should review the Plagiarism Evaluation Assignment instructions and upload the completed document to the dropbox by the assignment due date. Due dates are available in the course calendar.

There is also a Plagiarism & Ethics discussion board that must be completed. Remember, each student is required to post **one** meaningful response to the question, as well as **two** responses to other students for **each topic**. The discussion boards will not open and classmates' posts will not be visible until you have created your original post. This is an open discussion, but you must keep in mind proper discussion board etiquette. Original posts are due 72 hours before the deadline for replies. Due dates are available in the course calendar.

In the Synthesizing section, students must review the Synthesizing notes and Synthesis Defined document. These will be helpful for the Module 4 assignment. There are also additional resources about synthesizing in the Syllabus & Course Resources Module.

Module 3 – Types of Research (Dropbox Assignment)

Within the Types of Research Module, students will review the Types of Research overview, followed by the Types of Research Assignment instructions. There are additional resources available in the Course Resources module if needed. Upload the completed assignment to the dropbox by the assignment due date. Due dates are available in the course calendar.

Module 4 – Body of Paper (Dropbox Assignment)

Within the Body of the Paper Module, students will find the Body of Paper notes, Body of Paper instructions, and information on where to find a sample student paper. All of these documents should be reviewed before beginning the assignment. Upload the completed document to the dropbox by the assignment due date. Due dates are available in the course calendar.

Feedback for this assignment, as well as the title & reference page assignment will be provided by the instructor and MUST be reviewed and corrected to complete the final paper assignment in Module 5. Failure to incorporate the feedback provided will significantly impact the grade of the final paper assignment.

Module 5 - Final Paper (Dropbox Assignment)

Students should begin by reading the instructions for the final paper. This assignment should be very straight forward. Students should review all feedback provided by the instructor on the research question approval, title and reference page, and body of the paper assignments and correct all mistakes. This may require some restructuring of the paper, changes in references, etc. The final paper should be free from all previously indicated errors, and substantial effort to improve the previous draft should be obvious to the instructor. Upload the final document to the dropbox by the assignment due date. Due dates are available in the course calendar.

All course requirements must be completed before a grade is awarded. Students must complete the final and all course work by the dates published in the course schedule.

Note: All assignments received are considered complete and will be graded as such. Any decision of the instructor is final and there will be no further changes made.

Course Schedule

All times are Central Standard Time (CST)

Date	Assignment
January 10	Class opens
January 10	Review course Review course Syllabus
January 18	Introductions
February 1	RQA Form due by 23:59 pm
February 1	APA Discussion Original Posts due by 23:59 pm
February 8	Title & Reference Page Assignment due by 23:59 pm APA Discussion Replies due by 23:59 pm
February 15	Plagiarism & Ethics Discussion Original Post due by 23:59 pm
February 22	Plagiarism Evaluation Assessment due by 23:59 Plagiarism & Ethics Discussion Replies due by 23:59
March 8	Types of Research Assignment due by 23:59 pm
March 21	Last day to withdraw with a "W" grade by 4:00 pm campus time
March 22	Body of Paper due by 23:59 pm
April 19	Final Paper due by 23:59pm