



Course Syllabus: course name

Gunn College of Health Sciences & Human Services
RADS 5013, Y10
Semester and Course dates

Contact Information

Instructor: Dr. Lynette Watts
Office: Enter office 430K
Office hours: Tuesday, Wednesday, and Thursday 9-11; 1-4
Office phone: (940) 397-4833
Cell Phone: 940-867-0374
E-mail: lynette.watts@msutexas.edu

Instructor: Dr. Beth Veale
Office: 430B
Office hours: By appointment
Office phone: N/A
Cell Phone: 940-882-5002
E-mail: beth.veale@msutexas.edu

Course Description, Objectives, & Expectations

Prerequisite: Admission to the MSRS Program.

Hybrid course exploring current professional issues in imaging sciences and radiation therapy.

COURSE OBJECTIVES

Upon successful completion of this course, the students will:

1. Discuss current administrative, educational, and advanced clinical practice trends in imaging sciences and radiation therapy.
2. Evaluate the relevancy of research data to current professional practice.
3. Analyze research articles related to current trends in imaging sciences and radiation therapy.
4. Synthesize peer-reviewed articles related to professional practice in a scholarly research paper.
5. Demonstrate proper use of the American Psychological Association (APA) writing style.
6. Create an oral and poster presentation summarizing the scholarly research paper.

Actively participate in a hybrid classroom.

COURSE EXPECTATIONS

1. Read the syllabus in its entirety. It contains important information to succeed in this course.
2. Regularly log into Desire2Learn (D2L), and check the course and email for updates and information from instructors. Often, acknowledgment of an email will be requested.
3. Be punctual during the weekend class seminars. Tardiness results in a participation grade reduction.
4. Be an active learner. Fully participate during the face-to-face and online components of this course.
5. Contact instructors with any questions or concerns. Instructors' preferred method of contact is email (include both instructors in emails). Telephone calls must be scheduled accordingly.
6. Be respectful to peers and instructors.

Textbook & Instructional Materials

Required

1. American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). Washington, DC: Author. [978-1433832161 (\$18.00 +)]

Recommended

1. Aaron, J. E. (2014). *The little brown handbook*. Boston: Pearson. [ISBN: 978-0135571316] (Amazon \$49.99)
2. Galvan, J. L. (2014). *Writing literature reviews: A guide for students of the social and behavioral sciences* (7th ed.). Glendale, CA: Pyczak Publishing. [ISBN:978-0-415-31574-6] (Amazon from \$25.90 - \$39.74)

Study Hours and Tutoring Assistance

Group or individual Zoom appointments can be made by contacting the instructor.

Student Handbook

Refer to: [Student Handbook](#)

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

Academic dishonesty will not be tolerated in this class. When unsure whether a situation will be interpreted as academic dishonesty, you should ask your professor for clarification. If you 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.

You 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 [Academic Honesty Policy and Procedures](#)

The website [Plagiarism.Org](#), or

The professor

This course adheres to the MSU Code of Student Conduct. In particular, however small, academic dishonesty creates a breach of 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. Students should consult the MSU Student Handbook for answers to any questions about the code of conduct.

Some components of this course are designed to be highly interactive with students helping each other learn; however, all assignments are designed to represent the efforts of each student individually and not to be shared. When students submit their efforts for grading, they are attesting they have abided by this rule.

Academic dishonesty (cheating, plagiarism, artificial writing generators, etc.) is not be tolerated in this class. Whenever a student is unsure of whether a particular situation will be interpreted as academic dishonesty, the student 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., and the student cannot resubmit the assignment. Based on the severity of the cheating, plagiarism, or use of artificial writing generators, the professor reserves the right to fail the student in the course and refer the student to the department chair for further disciplinary action, which could include permanent dismissal from the program. Cases may be referred to the Dean of Students for possible dismissal from the university and the ARRT as a possible ethics violation.

RADS 5013 adheres to the [MSU Code of Conduct](#).

In particular, however small, academic dishonesty breaches academic integrity. Your participation in this course comes with the expectation that your work will be completed in full observance of the MSU Code of Student Conduct. You should consult the current Student Handbook for answers to any questions about the code.

All components of RADS 5013 are designed to represent the efforts of each student individually and are NOT to be shared, copied, or plagiarized from other sources. Therefore, when you submit your efforts for grading, you are attesting you have abided by this rule.

An online plagiarism and artificial intelligence screening service may be used in this course. Student assignments may be uploaded to the service to identify similarities to other student papers and published works and to detect AI-generated work.

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

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 paraphrasing or direct quotation without correct citation in the text and the reference list.

The published or unpublished works of another person.

You may NOT submit papers and assignments you have previously submitted for this or any other course.

Using materials generated by agencies engaged in "selling" term papers is also plagiarism.

Artificial Intelligence (AI)-Declaration of Generative AI in Academic Writing

For all writing assignments, the student will not use generative artificial intelligence (AI) to construct the content of the assignment. Doing so is similar to plagiarism, and the assignment may be subject to a grade of zero or failure of the course, depending on the severity of the incident. AI-assisted technologies should only be used to improve readability and language. If used, it is the responsibility of the student to carefully review and edit this content, as AI can generate incorrect, incomplete, or biased information. Using these technologies requires human oversight and control. Additionally, AI and AI-assisted technologies should not be listed as an author or co-author or cited as an author. If the student uses AI-assisted technologies, a disclosure must appear at the end of the document in a separate section before the references, using the following format.

Declaration of Generative AI and AI-Assisted Technologies in the Writing Process

Statement: *During the preparation of this work the author(s) used [NAME TOOL / SERVICE] in order to [REASON]. After using this tool/service, the author(s) reviewed and edited the content as needed and take(s) full responsibility for the content of the publication.*

[Office of Student Conduct](#)

Moffett Library

Moffett Library provides resources and services to support student's studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and use information. Get started on this [Moffett Library webpage](#) to explore these resources and learn how to best utilize the library.

Grading

GRADING/GRADING SCALE

- 75% Scholarly Research Paper (Literature review)
 - 5% Article Critiques
 - 10% Synthesis Matrix
 - 10% Title Page and Reference List
 - 15% Final Paper Draft
 - 30% Final Paper
- 20% Oral and Poster Presentation
- 10% Class Participation
 - 8% - In-class/online discussion/engagement
 - 2% - Self-assessment (APA/writing quiz)

Table 1: Final Grade Percentages

Grade	Percentages
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

Course Schedule:

Due Date	Assignments
Aug 24 (Monday)	Class opens!

Due Date	Assignments
Aug 31 (Monday)	Self-assessment – Discussion board
Sept 7 (Monday)	Article critiques – Dropbox
Sept 18 (Friday)	1 st weekend seminar – prepare to discuss trends (see PowerPoints) and topics
Sept 25 (Friday)	*If needed: final topic approval (Discussion Board)
Oct 5 (Monday)	Synthesis Matrix with Reference List
Oct 6 (Tuesday)	*Zoom Check-in if Needed
Oct 19 (Monday)	Title Page and Reference List - Dropbox
Nov 9 (Monday)	First Submission - Dropbox
Nov 23 (Monday)	Final Submission - Dropbox
Dec 3 (Thursday)	Poster Presentation – Dropbox and Oral Presentation – Discussion Board
Dec 4 (Friday)	2 nd weekend seminar and presentations

Assignments – Contact Instructors with any Questions

Self-assessment Discussion Board

Students will participate in a discussion board on D2L prior to coming to campus the first weekend of the semester. They will discuss their perceived strengths and weaknesses in the area of writing. This networking opportunity will help students find writing support for their weaknesses and use their strengths to help classmates. This discussion board will allow the instructors to determine where to focus lecture and learning activities during the first weekend of class.

Journal Article Critiques

Journal Article Critiques

Students will complete critiques of two quantitative (original research studies that will indicate “original research”, “quantitative study”, etc. and that use surveys, questionnaires, pre- and post-tests, etc.) articles using the Journal Article Critique Template in D2L under “Journal Article Critique” on the home page.

Quantitative articles are peer-reviewed, but what does that mean, exactly? It means a journal’s editorial review board members have thoroughly reviewed the author’s research methods to be sure they are sound. Although not all articles in a journal are peer-reviewed, they are scholarly unless they are editorials/opinions. Here are a few examples of peer-reviewed journals: *Radiologic Technology*, *the Journal of Medical Imaging and Radiation Sciences*, and *Radiologic Science and Education*.

A journal's description should include whether or not it is a peer-reviewed publication.

Quantitative articles include some type of survey or questionnaire for participants to fill out. The items are constructed to gather numerical data that are analyzed with statistical tests (t-tests, ANOVA, Pearson correlation, etc.).

Please answer the following questions in the template for each article – ***please note there is more information on each item in the template, and please download the template, keeping all instructions for easier grading:***

- Title of article – please include a copy or a link to the article as well
- APA citation and reference – APA 7th edition
- Abstract – Is it appropriate/available
- Purpose – Why was it done?
- Sample Size and Sampling Technique
- Results//Discussion
- Statistics
- Limitations – Identified by the researchers at the end of the study.
- Conclusions – What did they decide happened?
- Future Research – Gaps

Trends Discussion

Trends Discussion – First Seminar

Students must research and be ready to discuss a trend in their department or profession. Think about something that has recently emerged, maybe even because of COVID-19 or changes in professional policies. Please look at the faculty PPs in the course; we will discuss trends on the RA profession, education, clinical, and administrative trends. If students find some other medical trends, even not related to radiology, be prepared to discuss them.

Scholarly Paper Assignments

• Topic Approval

- Students will investigate and report on an emerging trend in imaging sciences and radiation therapy using graduate-level (scholarly) writing skills. The topics may be related to a new trend, procedure, equipment, or teaching strategy the student is familiar with or to something which the student wants to learn more about. Students must get their topics approved by the date indicated on the course schedule. A discussion board is available for students to submit their

topics. Topics will be approved or additional information will be requested within the discussion board. Two students cannot write about the same topic. If duplicate topics exist, the instructors will approve the topic to the student who posted first and will require a different topic from the student with the latter post. A list of students and their respective topics will be available within D2L.

- **Synthesis Matrix**

- After a comprehensive review of the resources, students will create a synthesis matrix and submit it to the appropriate drop box within D2L by the due date indicated on the course schedule. The matrix should include in-text style citations of the sources in each article block of the matrix. Although the final paper may deviate from the matrix somewhat, it should reflect the organization of this matrix content. Therefore, students must be very familiar with their resources to create an accurate and realistic matrix. Note: Include a reference list after the matrix page. A sample synthesis matrix is located in this syllabus. Be certain to review the grading rubric for this assignment within D2L.

- **Title Page and Reference List**

- Students should review the course resources and *APA Manual* (7th ed.) for proper formatting of the title and reference pages. Reference lists must include at least eight sources from reliable, scholarly sources such as peer-reviewed journals and government reports. Sources should be current and published within the past five years. Submit the title page and reference list as a single document to the appropriate drop box within D2L by the due date indicated on the course schedule. **Do not use any pre-formatted template or citation editor to create your reference list.**
- Other format/requirements include **Microsoft Word file, Times New Roman, 12-point font, 1" margins on all sides, and double-spaced**. Be certain to review the grading rubric for this assignment within D2L.

- **First Submission of Complete Paper (Body of the Paper with Abstract)**

- Students should review the course resources and *APA Manual* (7th ed.) for pointers about the structure of a literature review in APA format. Students should follow the guidelines for writing a literature review provided during the first weekend seminar to be sure all sections are included (Abstract, Introduction, Methods, Discussion, and Conclusion).
- This paper should reflect graduate-level effort. It should demonstrate the student's ability to gather and discriminate pertinent resources,

the ability to SYNTHESIZE information from a variety of sources, the ability to apply new information to a topic, and the ability to correctly use the APA writing style.

- Other format/requirements include Microsoft Word file, Times New Roman, 12-point font, 1" margins on all sides, and double-spaced. The body of the paper should be five to seven pages in length, excluding the title page, abstract, and reference list.
 - Students should review the course resources and *APA Manual* (7th ed.) for proper formatting and writing of an abstract. The abstract should be between 150-250 words. Additional requirements (including keywords) can be found in the *APA Manual* (7th ed.) on page 38.
 - This assignment should include the revised title page and reference list in the correct APA format. Submit as one document to the appropriate drop box within D2L by the due date indicated on the course schedule. Although this assignment is not graded, students are encouraged to submit a rough draft to receive feedback for the final paper. **PLEASE NOTE: The first draft is to be submitted as a COMPLETE PAPER (title page, abstract, body, and reference list) to ensure maximum feedback from the instructor(s).**
- **Final Paper**
 - After making all the necessary revisions or providing justification for omitting changes, submit the final paper (title page, abstract, body, and reference list) to the appropriate drop box within D2L by the due date indicated on the course schedule. Be certain to review the grading rubric for this assignment within D2L.

Presentation Assignments

- **Poster Presentation**
 - Many local, state, national, and international conferences include poster presentations as a convenient method to document scholarly productivity and attract participants. Using the PowerPoint poster template provided within D2L, students will turn their research paper into a poster presentation. The poster presentation is a condensed summary of the literature review manuscript. Sample poster presentations will be shared during the first weekend class seminar. It is important for students not to change the default settings in the PowerPoint poster presentation template. These settings are necessary in order to print a full-size poster. Exemplary poster presentations may be displayed during MSU's various research endeavors. Students should upload their presentations to the appropriate drop box within D2L before the second

weekend seminar. The poster presentation is part of the grading rubric for the oral presentation. Add the references at the end of the poster.

- **Be certain to review the grading rubric for this assignment within D2L.** The poster presentation is also assessed on the oral presentation grading rubric.

- **Oral Presentation**

- Students will formally present their paper topics in either PowerPoint, Prezi, or other presentation platform during the second weekend seminar. Each presentation will be limited to 10-15 minutes in length. Students are encouraged to interact with their classmates and use the Power Point presentation as background information on the screen. Include an interactive piece in your presentation. Examples are quick quizzes/questions and answers, thought-provoking exercises, or games (Jeopardy, Wheel of Fortune, BINGO, Kahoot, etc.) reinforcing the main points of the presentation content.
- In-text citations **are required** on the poster slide; a reference list should also be on the poster slide. Citations are written in research manuscripts as: (Author, Year).
- Students should upload their poster presentations to the **Dropbox** no later than the due date listed on the syllabus.
- The Power Point/Prezi Presentations should be uploaded to the **Discussion Board** for easy download to the classroom PC. Students will be graded on speaking ability, class engagement, Power Point design/readability, and professionalism. ***In-text citations are required in the PowerPoint; the final slide should include your reference list.*** We will discuss the presentation requirements in the course; the rubric will be available in the course for review.

Attendance

- **Class Participation**

- Being prompt for the weekend seminars, submitting the course assignments on time, paying attention during presentations, and completing classroom activities all affect the class participation grade. Each student should be prepared to fully participate in class discussions and activities, including during the presentations. The instructors will evaluate the quality, relevancy, and consistency of each student's class participation based on the following criteria:
 - Quality and quantity of both verbal and nonverbal participation (online and in class)
 - Cognizance of group process and supportive behavior toward others
 - Demonstration of familiarity with the reading assignments
 - Timeliness in attending class and submitting assignments

Completion of the APA/writing self-assessment

Extra Credit

No extra credit will be awarded.

Late Work

All assignments have due dates indicated on the course schedule. Due dates are in place to keep students on target for the semester and allow instructors the time to provide detailed, constructive feedback. **Assignments not turned in on time will result in a 0 being recorded for that assignment.** Assignment submissions are considered complete and graded as such. Be sure to look at all requirements including the grading rubrics before submitting course assignments within D2L.

Instructors understand students who are enrolled in the MSRS Program may be responsible for managing many employees and/or students as well as personal family matters. If students need any assistance regarding a deadline, they must contact the instructor(s) **at least two days before the due date to discuss the issue.** “After the fact” stories are not accepted and will result in a grade of 0. Emergencies (death, severe illness, etc.) occur, so students should contact the instructor(s) as soon as possible to resolve any due date conflicts. Assignment extensions are decided on a case-by-case basis.

Important Dates

- Last day for term schedule changes: Click on the [Academic Calendar](#).
- Deadline to file for graduation: September 21, 2026. Check date on [Academic Calendar](#).
- Last Day to drop with a grade of “W:” November 23, 2026. Check date on [Academic Calendar](#).
- Refer to: [Drops, Withdrawals & Void](#)

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

Online Computer Requirements

Taking hybrid (face-to-face and online classes combined) requires you to have access to a computer (with Internet access) to complete and upload your assignments. 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. Computers are available on campus in various areas of the buildings as well as the Academic Success Center. ***Your computer being down is not an excuse for missing a deadline!!** There are many places to access your class! Our online classes can be accessed from any computer in the world which is connected to the internet. Contact your instructor immediately upon having computer trouble. If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, log into [D2L](#).

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exists in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

Services for Students with Disabilities

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 accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Student Wellness Center, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

Parenting Services

At MSU Texas, we continue to improve support for pregnant students and those with children under the age of 18. Being both a student and parent may have helped develop strengths but also presents unique challenges.

Ruby Garrett, with the Student Engagement Center, serves as the MSU Texas parenting liaison, assisting students who are parents of children under the age of 18 or expecting. The parenting liaison works with students, along with the Title IX office, to make sure their needs are being met and mandated accommodations are provided.

You can learn more on the Parenting Students webpage about the liaison role and related Texas laws directing accommodations for pregnant and parenting students. <https://msutexas.edu/student-life/first2go/parenting-students>

For students who are parents or guardians of a child younger than 18 years of age or expecting a child, please see the self-disclosure form. **This form is your opportunity to notify MSU Texas that you are a parenting or pregnant student, or may need accommodation due to parenting or pregnancy-related issues.** *Critical to note before advising and registration for Spring 2025 begins, pregnant and parenting students are eligible for priority registration.

[Self-Disclosure Form](#)

*Please note that pregnancy and parenting statuses apply to both parents.

NEW Lactation rooms. We have two new Lactation rooms on campus -- Bolin 239 and Moffett Library 309 -- opening at the end of September. For more information on locations of Lactation rooms, [click here](#).

If you have any questions, please contact the Parenting Liaison, Ruby Garrett, at ruby.garrett@msutexas.edu or call 940-397-4500.

Emergency Aid Resources for Basic Needs

Unexpected life circumstances can affect anyone. If you are experiencing challenges meeting basic needs—such as housing, utilities, food, transportation, healthcare, technology, textbooks or other life necessities, resources may be available to help. Visit the [Student Emergency Support and Resources webpage](#) to learn more, and explore emergency support opportunities through MSU and how to access them. For additional information, please contact the Office of Student Affairs: Clark Student Center #108, (940) 397-7500, student.affairs@mstuexas.edu.

College Policies

[Campus Carry Rules/Policies](#)

Refer to: [Campus Carry Rules and Policies](#)

[Smoking/Tobacco Policy](#)

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “Run. Hide. Fight.” which may be electronically accessed via the University police department’s webpage: ["Run. Hide. Fight."](#)

Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

***Notice:** Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

ADMINISTRATIVE PROCESS

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

Department Chair – Dr. Lynette Watts (940) 397.4833

College Dean – Dr. Jeff Killion (940) 397.4594

Dean of Students – Mr. Matthew Park (940) 397.7500