



Course Syllabus: HSAD 6063 Graduate Seminar in Advanced Research

Robert D. & Carol Gunn College of Health Science & Human Services
Section X10, Y10
Fall 2026

Contact Information

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Course Description

This course focuses on advancing the research and critical thinking of students. This class will help guide each student as they define clear, comprehensive research questions, write an effective literature review that critically reviews published research, and then develop comprehensive recommendations.

Course Objectives

- Develop and refine clear, comprehensive research questions that address significant problems or gaps in healthcare administration practice and literature.
- Conduct and synthesize a critical literature review that evaluates published research, identifies key themes and gaps, and demonstrates scholarly analysis of evidence relevant to the research question.
- Formulate evidence-based recommendations that integrate research findings with practical applications for healthcare organizations and demonstrate critical thinking about implementation and impact.

Textbook & Instructional Materials

Recommended

American Psychological Association. (2020). *Publication manual of the American Psychological Association 2020: the official guide to APA style* (7th ed.). American Psychological Association.

Recommended

Galvan, J. L. (2017). *Writing literature reviews: A guide for students of the social and behavioral sciences* (6th ed.). Glendale, CA: Pyczak Publishing.
[9780415315746, 0415315743]

Study Hours and Tutoring Assistance

By appointment, I am happy to set up Zoom meetings

Course Meeting Times

Online

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Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given).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.
[Office of Student Conduct](#)

Use of Artificial Writing or Presentation Generators

The use of any artificial writing or presentation generators (ex: Chat GPT) is strictly prohibited. The use of artificial writing or presentation generators can and will be deemed a violation of the university's honor system. Any or all parts of a written assignment identified as having elements of writing attributed to an artificial writing source will automatically receive a zero (0) for a grade.

Students will not be allowed to make up those assignments. This course uses software that detects AI generators. For more policy information regarding cheating and plagiarism, see the Honor System section in this syllabus.

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

The course grade is based on the following:

Table 1: Points allocated to each assignment

Assignments	Percentage
Topic and References	10%
Synthesis Matrix	20%
Peer Review/Draft	20%
Final Literature Review	50%
Total Points	100

Table 2: Total points for final grade.

Grade	Points
A	90 to 100
B	80 to 89
C	70 to 79
D	60 to 69
F	Less than 60

Major Assignments

Synthesis Matrix

You will complete a comprehensive synthesis matrix workbook in Microsoft Excel that organizes at least **20 peer-reviewed sources** related to your approved literature review topic. This matrix will serve as the foundation for writing your results and discussion sections.

Peer Review/Draft

Draft: You will submit a complete draft of your [literature review/research proposal/final paper] by the designated deadline. This draft should represent your best effort and include all required components.

Peer Review: Students will review one classmate's research draft to provide constructive feedback on their research question, literature review, and recommendations. Your review should offer specific, actionable suggestions for improvement while acknowledging strengths in the draft. Reviews must be completed by the assigned deadline to allow your classmate time to incorporate feedback into their final submission.

Final Literature Review

Students will conduct a comprehensive scoping literature review (12-15 pages) on a healthcare administration topic. The review must systematically map existing evidence, identify key themes and gaps in the literature, and provide implications for healthcare administration practice or policy. Students will use a minimum of 25-30 peer-reviewed sources published within the past five years and follow APA 7th edition formatting throughout. This assignment develops critical skills in literature synthesis, research methodology, and scholarly writing at the graduate level.

PROGRESSION POLICY

Graduate students are expected to do uniformly high-quality work on all MHA coursework pursued (final course grades of A or B).

Requirements for Academic Good Standing

Any student who receives two grades of C or less, or one F will be administratively removed from the program the term following the second C or D or the one F. The student in the master's or the graduate certificate programs may repeat one course in which a grade of C or lower has been earned with the approval of the department's academic review committee. A 3.0 overall grade point average is required for graduation, and students must have a grade of B or better in all courses in the major. Students who are seeking the graduate certificate must earn a grade of B or better in each of the courses to be awarded the certificate.

Extra Credit

Extra credit assignments are not accepted in this course.

Late Work

Anything not completed and handed in on time will be subjected to a "0" for that specific grade. Please talk with your professor, prior to the due date, regarding circumstances that may prevent you from completing an assignment. All assignments must be completed by 11:59 pm of the due date. Late work will not be accepted in this course.

Make Up Work

Students are not allowed to submitted make up work in this course. All assignment must be submitted on time.

Assignment Submissions

All assignment submissions made by students in D2L are considered final submissions. It is the student's responsibility to ensure that the correct and complete file has been uploaded. If a student submits an incorrect document, an incomplete draft, or any unintended version, the assignment will be graded as submitted. Students are strongly encouraged to double-check their upload before finalizing the submission. Additionally, Apple file formats, such as .pages or Keynote files, will not be accepted. All submissions must be uploaded in Microsoft Office formats—such as .doc, .docx, .ppt, or .xlsx—or as otherwise specified in the assignment instructions.

Important Dates

- Last day for term schedule changes, August 27: [Academic Calendar](#).

- Deadline to file for graduation: September 21, [Academic Calendar](#).
- Last Day to drop with a grade of "W:" November, 23 [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.

Attendance

Students are expected to log into D2L regularly and submit assignments by the due date. If the student is not doing this the faculty will give the student a verbal or written warning prior to being dropped from the class. The faculty records of students not logging into D2L will stand as evidence of absences. A student with excessive absences may be dropped from a course by the instructor. Any individual faculty member or college has the authority to establish an attendance policy, providing the policy is in accordance with the General University Policies.

Online Computer Requirements

Taking an online class 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](#).

Recording Classes

****Recording classes is generally prohibited without the professor's explicit permission.*** Such recordings, when permitted, are for personal use only and may not be uploaded to the internet or otherwise shared, transmitted, or published without the professor's prior consent. Some faculty may not permit recordings of their classes. When it is feasible and appropriate, students may

record classes to accommodate disabilities under the Americans With Disabilities Act, with prior approval of Disability Support Services. Such recordings may not be uploaded to the internet or otherwise shared, transmitted, or published.

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) exist 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](#).

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

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.

Course Schedule:

Below, you will find the course schedule. The same content will be in each D2L module. I suggest you print a copy of the course schedule to help you stay organized and submit your assignments by the deadlines. Please note that changes in the course syllabus, assignments, and schedule may be made at the discretion of the professor. Assignment specifics are outlined in each module in D2L.

Module	Assignments	Due Date
Module 1	Introduction/ Topic Approval • Post Introduction • Topic Approval with references and research question	Introductions (Due Aug. 31); Topic Approval (Due Sept. 7)
Module 2	Synthesis Matrix Semester check-in meeting with the instructor (Sept. 28 – Oct. 2)	Synthesis Matrix (Due Oct. 4)
Module 3	Draft/Peer Review • Post Scoping Literature Review Draft • Complete Peer Review	Draft (Due Nov. 22) Peer Review (Due Nov. 30)
Module 4	Final Literature Review	Literature Review (Due Dec. 6)

***Important note:** All assignments are due by 11:59 PM CST on the indicated due date