Request for Addition, Expiration, or Revision of an Undergraduate Course (10000-40000 Level)

**Department:** Human Services  
**Effective Session:** Fall 2019

**Instructions:** Please check the items below which describe the purpose of this request.

- [x] New course with supporting documents
- [ ] Adding existing course offered at another campus
- [ ] Expiration of a course
- [ ] Change in course number
- [ ] Change in course title
- [ ] Change in course credit/typing
- [ ] Change in course attributes (department head signature only)
- [ ] Change in instructional hours
- [ ] Change in course description
- [ ] Change in course requisites
- [ ] Change in semesters offered (department head signature only)
- [ ] Transfer from one department to another

**Proposed:**
- Subject Abbreviation: HSRV  
- Course Number: 417  
- Long Title: Research Methods

**Existing:**
- Subject Abbreviation:  
- Course Number:  
- Long Title: Research Methods

**Terms Offered:**
- Check All That Apply:  
  - [x] Summer  
  - [x] Fall  
  - [x] Spring

**Campus(es) Involved:**
- [x] Calumet  
- [ ] Cont Ed  
- [ ] Tech Statewide  
- [x] Ft. Wayne  
- [x] W. Lafayette  
- [ ] Indianapolis

**Abbreviated title will be entered by the Office of the Registrar if entitled; (30 characters only):**

**Credit Type:**
- 1. Fixed Credit: 3 Hrs.
- 2. Variable Credit Range:  
  - Minimum Cr. Hrs: (Check One) To  
  - Maximum Cr. Hrs:  
- 3. Equivalent Credit: [ ] Yes  
- [ ] No

**Course Attributes:**
- Check All That Apply
  - 1. Pass/Not Pass Only
  - 2. Satisfactory/Unsatisfactory Only
  - 3. Repeatable
  - Maximum Repeatable Credit:  
  - 4. Credit by Examination  
  - 5. Special Fees  
  - 6. Registration Approval Type: [x] Instructor
  - 7. Variable Title
  - 8. Honors
  - 9. Full Time Privilege
  - 10. Off-Campus Experience

**Schedule Type:**
- Lecture
- Recitation
- Presentation
- Laboratory
- Lab Prep
- Studio
- Clinic
- Experiential
- Research
- Ind. Study
- Pract/Observ

**Minutes Per Mtg:** 75  
**Meetings Per Week:** 2  
**Weeks Offered:** 19  
**% of Credit Allocated:** 100

**Course Description (Include Requisites/Restrictions):**
P. HSRV 315, HSRV 320, ENG W233, STATS 125
This course is designed to provide the student with a comprehensive knowledge of quantitative, qualitative, and mixed method research designs. Specific information will be provided on: the research problem, the research question, IRB application and the informed consent form, the literature review, instrumentation, methodology, ethics, and the research proposal.

**Course Learning Outcomes:**
Students will: 1) Have a solid foundation of quantitative, qualitative, and mixed methods design. 2) Analyze research literature to identify appropriate research topics. 3) Develop a research problem statement and question. 4) Analyze relevant research literature. 5) Create an appropriate research design. 6) Apply ethical standards in planning research with human participants. 7) Communicate effectively through scholarly writing.

**Signature and Date:**
- Calumet Department Head (Signature)  
  Date: 11-20-09
- Fort Wayne Department Head (Signature)  
  Date: 11-20-09
- Indianapolis Department Head (Signature)  
  Date:  
- North Central School Dean (Signature)  
  Date:  
- West Lafayette Department Head (Signature)  
  Date:  

**Office of the Registrar**
Indiana University - Purdue University Fort Wayne

HUMAN SERVICES PROGRAM

College of Health and Human Services

Course Title & Number  Time & Place

HSRV 417 Research Methods

Credit Hours: 3

Faculty

Office: Neff 130
Office Hours:
email:
Human Services office: Neff 130
Human Services Website: www.ipfw.edu/hs

Telephone: 481-9***
Telephone: 481-6424

Prerequisites

HSRV 315, HSRV 320, ENG W233, STATS 125

Course Description:
The course is designed to provide the student with a comprehensive knowledge of quantitative, qualitative, and mixed method research designs. Specific information will be provided on: the research problem, the research question, IRB application and informed consent form, the literature review, instrumentation, methodology, and ethics.

Course Objectives:
By the end of this course, students will be able to:

1. Demonstrate a solid foundation of quantitative, qualitative, and mixed methods design.
2. Analyze research literature to identify appropriate research topics.
3. Develop a research problem statement and research question.
4. Analyze relevant research literature.
5. Create an appropriate research design.
6. Apply ethical standards in planning research with human participants.
7. Communicate effectively through scholarly writing.

Methods:
Achievement of these goals will be through class participation in skill exercises, lectures, class discussion, and written assignments.

Textbooks:

Assignments:
Students will write three papers.
1) Research Problem Identification ~ 50 points
2) The Literature Review ~ 80 points.
3) Methodology ~ 70 points
4) Presentation of Proposal ~ 25 points

Please see individual handouts for the rubrics and specific requirements of each assignment.

**Exams:**
Three exams will be given during the semester which may consist of multiple choice, short answer, matching, essay and true/false questions. Make-up exams will be given only in the event of an illness or an emergency. Students may call (260) 481-5459 and leave a message, prior to test time on the day of the exam if they must miss class. Failure to follow this procedure will result in the student not being able to take a make-up exam. In the event that a student misses a make-up exam, documentation must be brought in stating why the exam was missed and it will be at the instructor’s discretion if a second make-up exam time will be granted. **You will not be admitted late to an exam IF there are students that have finished this exam and already left the classroom.**

**Grades:**
The three exams will be graded on a scale of 0-25 (A total of 75 points.) The three assignments will equal 225 points; this in combination with the exams will give each student the opportunity to earn 300 points. At the end of the semester points will be divided by three to determine the final grade.

**Grading Scale:**
The Human Services Program grading scale will be used.

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**Electronic Listening Devices:** No listening devices (such as cell phones, Bluetooth, ipods, etc.) may be worn during exams. An exception will be granted for medically necessary hearing aids.

**Cell Phone Policy:** “The use of cell phones and pagers during class time must be kept to an absolute minimum. Please turn your cell phone and pager to the silent mode before class starts.”

**Confidentiality Statement:** “In any course that touches on emotional subjects, students may wish to share their own experiences. The classroom is not a confidential setting, and students wishing to share information about themselves or their experiences should be aware that the information given may be discussed by others outside of the classroom itself. However, those in the Human Services and allied fields will find that client confidentiality is an essential part of their work. For that reason, students in this class are encouraged to consider personal information shared by their peers during the semester as confidential, and not to be shared with others. Not only is this good practice for the Human Services profession, but it promotes dignity and respect for fellow students.”

**Plagiarism/Academic Misconduct policy:**

*Academic misconduct or plagiarism is grounds for failure of the course and dismissal from the program.

1. Cheating – intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise. The term “academic exercise” includes all forms of work submitted for credit or hours.

2. Fabrication – intentional and unauthorized falsification or invention of any information or citation in an academic exercise.

3. Facilitating academic dishonesty – intentionally or knowingly helping or attempting to help another in committing dishonest acts.

4. Plagiarism – the adoption or reproduction of ideas or statements of another person as one’s own without acknowledgment.

**Services for Students on Campus:**
Center for Academic Support and Advancement (CASA) offers tutoring in math, writing, and other
subjects. In addition, students can get help with study skills and math anxiety. Located in Kettler G21. Phone: 481-6817.

The Writing Center provides writing consultants for any course. It is located in Kettler 234. Phone: 481-5740.

Services for Students with Disabilities- If you have a disability and need assistance, special arrangements can be made to accommodate most needs. Contact the Director of Services for Students with Disabilities (Walb, room 113, telephone: 481-6658) as soon as possible to work out the details. For more information, please visit the website for SSD at http://www.ipfw.edu/sss/.

The Dean of Students Office provides assistance for students with their experience at IPFW. Counseling for personal concerns is also a part of their services. The Dean of Students located in Walb Union 113. Phone: 481-6595.

The Office of Multicultural Services serves as a support system for African American, Hispanic, Native American, International, Asian American, and at-risk students who are enrolled at IPFW. This support is provided through the Academic Student Achievement program (ASAP). MCS is located in Walb Union 118. Phone: 481-6608. Website: www.ipfw.edu/mcs

The IPFW Police will provide safety escorts to your car after classes. Campus phones are located in each building for this use or you can call 481-6900.

Student Counseling offers free personal counseling to all IPFW students. Feel free to contact that department at 481-6592.
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<tr>
<th>DATE</th>
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<tr>
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<td>Introductions, go over syllabus, assignment, discuss texts</td>
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<tr>
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<td>Chapter 1: What is research?</td>
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<td>Evaluating research: Reflective Questions</td>
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<td>Chapter 2: Tools of Research</td>
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<td>Writing with Style</td>
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<td>Chapter 3: The Problem: The Heart of the Research Process</td>
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<td>Ethics of Research / Fine Tuning the Research Problem</td>
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<td>Test I: Chapters 1, 2, &amp; 3.</td>
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<td>Chapter 4: Review of the Related Literature</td>
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<td>Organization of Articles, Developing an Annotated Reference List</td>
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<td>Chapter 5: Planning Your Research Project</td>
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<td>Analyzing Research: Methodology, Participants, Instruments, Validity and Reliability</td>
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<td>Chapter 6: Writing the Research Proposal</td>
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<td>Chapter 7: Qualitative Research</td>
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<td>Analyzing Research: Case Study, Ethnography, Phenomenological Study, Grounded Theory Study, <strong>Research Problem Identification paper is due</strong></td>
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<td>Test II: Chapters 4, 5, 6, &amp; 7</td>
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<td>Chapter 8: Historical Research</td>
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<td>Chapter 9: Quantitative Research: Descriptive Research</td>
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<td>Analyzing Research: Correlational, Survey, Sampling</td>
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<td>Chapter 10: Experimental and Ex Post Facto Designs, <strong>The Literature Review is due</strong></td>
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<td>Analyzing Research: Experimental and Ex Post Facto Designs</td>
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<td>Chapter 11: Strategies for Analyzing Data</td>
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<td>Chapter 11: Strategies for Analyzing Data Continued</td>
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<td>Chapter 12: Technical Designs of the Research Report / Mixed Methods, <strong>Methodology paper is due</strong></td>
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<td>Mixed Methods (continued) / Peer Review of Research Presentations</td>
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<td>IRB Overview / Informed Consent</td>
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<td>Research Presentations, Evaluations, and Final Exam Review</td>
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<td><strong>Final Exam</strong></td>
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