Eastern Illinois University
New/Revised Course Proposal Format
(Approved by CAA on 4/3/14 and CGS on 4/15/14, Effective Fall 2014)

Banner/Catalog Information (Coversheet)

1. _X___New Course or _____Revision of Existing Course

2. **Course prefix and number:** __PLS 5054_____

3. **Short title:** __Research Methods PA Policy _____

4. **Long title:** __Research Methods in Public Administration and Public Policy_____

5. **Hours per week:** _3__ Class   ___ Lab   __3_ Credit

6. **Terms:** ___ Fall   ___ Spring   ___ Summer   _x__ On demand

7. **Initial term**: _x__ Fall   ___ Spring   ___ Summer   Year: _2018____

8. **Catalog course description:** The study and application of methods used in Political Science for research in public administration, public policy, and nonprofit management, including research ethics, research design, data collection techniques, and qualitative and quantitative methods appropriate for policy and public administration research.

9. **Course attributes:**

   General education component: _____NA_____

   ___ Cultural diversity ___ Honors ___ Writing centered   ___ Writing intensive ___Writing active

10. **Instructional delivery**
    Type of Course:

    _x__ Lecture   ___ Lab   ___ Lecture/lab combined   ___ Independent study/research

    ___ Internship   ___ Performance   ___ Practicum/clinical ___ Other, specify: _____

    Mode(s) of Delivery:

    ___ Face to Face   _x__ Online   ___ Study Abroad

    ___ Hybrid, specify approximate amount of on-line and face-to-face instruction_____

11. Course(s) to be deleted from the catalog once this course is approved. ___PLS 5001_____

12. **Equivalent course(s):** _____None_____

    a. **Are students allowed to take equivalent course(s) for credit?** ___ Yes   _x__ No

13. **Prerequisite(s): ____None_____**

    a. **Can prerequisite be taken concurrently?** ___ Yes   ___ No

    b. **Minimum grade required for the prerequisite course(s)? ___**

    c. **Use Banner coding to enforce prerequisite course(s)?** ___ Yes   ___ No

d. Who may waive prerequisite(s)?

___ No one   ___ Chair   ___ Instructor   ___ Advisor   ___ Other (specify)

14. Co-requisite(s): _____None_____

15. Enrollment restrictions

a. Degrees, colleges, majors, levels, classes which <u>may</u> take the course: Graduate students enrolled in the MA in Political Science with the Option in Public Administration and Public Policy. Other students may enroll with the instructor's approval.

b. Degrees, colleges, majors, levels, classes which may <u>not</u> take the course: _____

16. Repeat status: _x__ May not be repeated   ___ May be repeated once with credit

17. Enter the limit, if any, on hours which may be applied to a major or minor: ___

18. Grading methods: _x__ Standard   ___ CR/NC   __ Audit   ___ ABC/NC

19. Special grading provisions:

___ Grade for course will <u>not</u> count in a student's grade point average.

___ Grade for course will <u>not</u> count in hours toward graduation.

___ Grade for course will be removed from GPA if student already has credit for or is registered in:
_____

___ Credit hours for course will be removed from student's hours toward graduation if student already has credit for or is registered in: _____

20. Additional costs to students:
Supplemental Materials or Software_____None_____

Course Fee _x__No ___Yes, Explain if yes_____

21. Community college transfer:

___ A community college course may be judged equivalent.

_x__ A community college may <u>not</u> be judged equivalent.

Note: Upper division credit (3000+) will <u>not</u> be granted for a community college course, even if the content is judged to be equivalent.

Rationale, Justifications, and Assurances (Part I)

1. _x_ Course is required for the major(s) of MA in Political Science with the Option in Public Administration and Public Policy

   ___Course is required for the minor(s) of _____

   ___Course is required for the certificate program(s) of _____

   ___ Course is used as an elective

2. **Rationale for proposal**: As the new online PLS program (the option in Public Administration and Public Policy) has developed and grown, and as our face-to-face MA in PLS continues, assessment indicates that we need two different methods courses for our students. This new course will focus on the specific research methods skills required for students in the fields of public administration, public policy, and nonprofit management.

3. **Justifications for (answer N/A if not applicable)**

   Similarity to other courses: About 25 percent of the course material will be similar to our face-to-face graduate research methods course (PLS 5053), particularly in terms of research design, sampling, and quantitative methods. However, the majority of this course will focus on applied research methods appropriate for students in online MA in Political Science with the Public Administration and Public Policy option. This course would also be similar to other graduate level research methods courses in the social sciences, but the content focuses on applied work in political science, public administration, public policy, and nonprofit management.

   Prerequisites: NA

   Co-requisites: NA

   Enrollment restrictions: Students must be enrolled in the online MA in Political Science with the option in Public Administration and Public Policy.

   Writing active, intensive, centered: NA

4. **General education assurances (answer N/A if not applicable)**

   General education component: NA

   Curriculum: NA

   Instruction: NA

   Assessment: NA

5. **Online/Hybrid delivery justification & assurances (answer N/A if not applicable)**

   Online or hybrid delivery justification: Our MA in Political Science with the option in Public Administration and Public Policy is all online. This course must be online for students to complete the program.

Instruction: The course will be delivered primarily via the LMS at EIU (currently D2L), although email and other online technologies may be used occasionally. The primary difference between the online course and the face-to-face course will be the conduit for discussion, with a discussion board instead of a classroom. The faculty and students can facilitate a rich discussion in either learning environment. The technology will be used to support student achievement by allowing them to interact with one another and the instructor at times which are convenient for them. All online instructors must complete OCDi training or the equivalent before teaching the course.

Integrity: The integrity of student work will be assured through repeated writing assignments. Given that students often have signature writing styles or voices, having someone else submit a single assignment will be evident to the instructor. In addition, all assignments are checked through on-line mechanisms for plagiarism.

Interaction: Instructor-student and student-student interaction will be promoted through a variety of means, including (but not limited to) the LMS discussion board, email, feedback on individual assignments, peer review, and online chats. Faculty are also available to meet students via phone conversation or on campus for a face-to-face meeting.

Model Syllabus (Part II)

Please include the following information:

1. Course number and title: PLS 5054/ Research Methods in Public Administration and Public Policy
2. Catalog description: The study and application of methods used in Political Science for research in public administration, public policy, and nonprofit management, including research design, case study analysis, and policy analysis.
3. Learning objectives.
   Students will be able to …
   a. Demonstrate that they understand ethics in human subject research. (G1/content knowledge, G2/critical thinking)
   b. Apply and evaluate theories and models from scholarly literature to develop applied research relevant to public administration, public policy analysis, and nonprofit management. (G1/content knowledge, G2/critical thinking, G4/advanced research)
   c. Gather, evaluate, and use data from a variety of sources. (G1/content knowledge, G2/critical thinking, G4/advanced research)
   d. Apply and evaluate appropriate techniques for gathering community assessments, such as surveys and focus groups. (G1/content knowledge, G2/critical thinking, G4/advanced research)
   e. Use and evaluate appropriate qualitative and quantitative methods to conduct analyses. (G1/content knowledge, G2/critical thinking, G4/advanced research)
   f. Effectively present research findings. (G1/content knowledge, G2/critical thinking, G3/communication, G4/advanced research)

4. Course materials. The course will rely on multiple sources of data and scholarly journal articles to highlight examples of research. A standard graduate level textbook will also be

used, such as O'Sullivan, Rassel and Taliaferro's *Practical Research Methods for Nonprofit and Public Administration* (Routledge, 2011).

5. Weekly outline of content.
Weeks 1 & 2/Module 1: Introduction to Research in Nonprofits & Public Programs
Topics: research questions, variables, reliability, validity, ethics in research

Weeks 3 & 4/Module 2: Performance Measures
Topics: Data collection for evaluating performance, measurement scales, frequency distributions, rates and percentage change, measures of central tendency

Weeks 5 & 6/Module 3: Citizen/Community Surveys
Topics: Sampling, surveys, interviews, focus groups

Weeks 7 & 8/Module 4: Quantitative Analysis
Topics: Contingency tables, correlation, regression, inferential statistics

Weeks 9 & 10/Module 5: Qualitative Analysis
Topics: Case study techniques, interpreting qualitative data, coding text

Weeks 11 & 12/Module 6: Program Evaluation & Community Needs Assessment
Topics: Conducting and evaluating policy analysis

Week 13/Final Project Conferences
Students have individualized meetings with instructors for their final projects.

Week 14/Module 8: Assembling and presenting research
Topics: Audience needs, types of presentations, writing up results, data visualization

Week 15/Student Presentations

Finals Week: Final project due

6. Assignments and evaluation, including weights for final course grade.
Participation, 30%: Students will substantively participate in and lead class discussion, via the discussion board. Guidelines will be provided.
Module assignments, 30%: Students will complete assignments related to module topics, applying concepts, and demonstrating skills.
Final project, 40%: Students will complete a final project demonstrating skills developed in the class.

7. Grading scale.
A 90-100%   B 80-89%   C 70-79%   D 60-69%   F 0-59%

8. Correlation of learning objectives to assignments and evaluation.

	Weekly Participation 30%	Module Assignments 30%	Final Project 40%
Demonstrate that they understand ethics in human subject research. (G1 and G2)	X	X	X
Apply and evaluate theories and models from scholarly literature to develop applied research relevant to public administration, public policy analysis, and nonprofit management. (G1, G2, and G4)	X	X	X
Gather, evaluate, and use data from a variety of sources. (G1, G2, and G4)		X	X
Apply and evaluate appropriate techniques for gathering community assessments, such as surveys and focus groups. (G1, G2, and G4)	X	X	X
Use and evaluate appropriate qualitative and quantitative methods to conduct analyses. (G1, G2, and G4)	X	X	X
Effectively present research findings. (G1, G2, G3, and G4)			X

Date approved by the department or school:
Date approved by the college curriculum committee:
Date approved by the Honors Council *(if this is an honors course):*
Date approved by CAA: CGS: