

Wayland Mission Statement

Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success, and service to God and humankind.

Contact Information

Course: MGMT 6343-VC91 – Dissertation III

Campus: WBUonline

Term/Session: Fall I, 2023 (August 7 - September 30, 2023)

Instructor: Jenny E. Dutton, PhD

Office Phone Number/Cell #: (808) 383-0512

WBU Email Address: duttonj@wbu.edu

Office Hours, Building, and Location: Email or text for an appointment. Office hours are typically Monday – Friday, 9:00AM – 4:00PM CST. Additional day/times are available for those located OCONUS

Class Meeting Time and Location: Online, Blackboard

Textbook Information

Required Textbook(s) and/or Required Materials:

- APA 7th Ed. Manual
- [Grammarly.com](https://www.grammarly.com)© subscription
- [Recite](https://www.recite.com)© Reference Checker
- [Laerd Statistics](https://www.laerd.com) subscription
- SPSS Student Version subscription

Course Information

Catalog Description:

Completion of Chapter III Methodology, with Chapter I completed as appropriate for submission as formal proposal to the Institutional Review Board.

Prerequisite:

Successful completion of MGMT 6342 – Dissertation Part II.

Course Outcome Competencies:

- Successful completion of Chapter III Methodology.
- Successful completion of Chapter I (as appropriate for IRB Summary proposal)
- Successful submission of the formal proposal to the Institutional Review Board.

Attendance Requirements

WBUonline

Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student “attendance” in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 2 or more weeks of an 8-week session, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given session is considered a “no-show” and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university’s attendance policy.

University Policies

Statement on Plagiarism and Academic Dishonesty: Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

Disability Statement: In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Director of Counseling, Career and Disability Services serves as the coordinator of students with disability and should be contacted concerning accommodation request at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

Accessibility issues with content in WBUonline courses or in Blackboard should be addressed to the WBU accessibility coordinator, Rick Hammer, hammerr@wbu.edu or call 1-866-547-9192 for 24/7 Blackboard Support.

Student Grade Appeals: Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic

academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

Course Requirements and Grading Criteria

The grades CR or NCR applies. The grade of CR is given if goals are met according to course outcome competencies. The NCR is given if goals have not been met or progress is minimal.

The University has a standard grade scale:

A = 90-100, B = 80-89, C = 70-79, D = 60-69, F= below 60, W = Withdrawal, WP = withdrew passing, WF = withdrew failing, I = incomplete. An incomplete may be given within the last two weeks of a long term, within the last week of an 8-week session, or within the last two days of a microterm to a student who is passing, but has not completed a term paper, examination, or other required work for reasons beyond the student's control. A grade of "incomplete" is changed if the work required is completed prior to the last day of the next long 16-week term or 8-week session, unless the instructor designates an earlier date for completion. If the work is not completed by the appropriate date, the I is converted to an F.

Tentative Schedule

This schedule is subject to change depending on your progress.

- Weeks 1 – 3: Finalize the writing of Chapters I and III, and the survey instrument.
- Week 4: Complete SafeAssign, Grammarly®, and Reciteworks® checks on Chapters I and III before emailing these documents to your Chair.
- Week 4 - 5: Committee Review, prepare Chapter I for IRB
- Week 6: Submit Chapter I and Appendices to IRB.
- Weeks 7 – 8: While awaiting IRB review, prepare Chapters IV and V.
 - Note: If you receive IRB approval between sessions (during a break), do not wait until the next session to run your survey, complete your data analysis and write Chapters IV and V.

Additional Information

- In Blackboard, complete the mandatory attendance assignment by Wednesday of Week 1.
- Meeting with your Chair during week 1. Check your email for an invitation to choose a meeting time that is sent before the session begins.
- Visit Blackboard for templates, dissertation instructions, and submission links