

EDUC 3105: First Year PhD Seminar II

Friday (bi-weekly), 1-3:40PM

Posvar 5602 except for the March 28 meeting, which will be in 5914

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Course Description and Objectives

PhD students in the School of Education at the University of Pittsburgh complete the same milestones and participate in research-intensive apprenticeships. This seminar series was developed to address numerous doctoral skills and competencies in preparation for your research apprenticeships and independent scholarship. Specifically, the fall seminar topics will include ethical and legal considerations for conducting research, University IRB requirements, identifying a research topic, conducting a literature search, and selecting the appropriate model for the literature review for your first milestone.

By the end of the fall seminar, students will have identified a topic for their first milestone (preliminary exam/predissertation proposal). By the end of the spring semester, students will have outlined a literature review and research questions for their predissertation proposal.

Course Requirements and Grading

Complete all assigned readings-Students are responsible for reading all the assigned texts before class. Students' preparedness for class will enhance our discussions as well your understanding of the material presented.

Class Participation -Students are expected to attend class and participate in class discussions.

Grading- It is our expectation that all students complete the weekly assignments and readings. Grading will be conducted holistically by taking into consideration your participation, attendance, and assignments. Students that participate and make an effort towards meeting each of these requirements will receive an A.

Course Policies

Several university policies are pertinent to this course. We are committed to pedagogy that is anti-racist, non-sexist, non-classist, non-heterosexist, non-ableist, and non-gender-normative. This includes fostering an environment that is as safe and inclusive as possible. It is our intention to name and correct as best as possible any actions on our part that fall short of these commitments. If everyone in the class is likewise committed, the work should be more easily facilitated. We are also committed to making the class accessible to anyone wishing to participate.

Class Assignments

We will assign a chapter(s) from the course text (Calarco, 2020) for each session.

The final assignment will be a Milestone 1 synopsis, understanding that your milestone plan will still likely be a work in progress that could change over the summer. The synopsis should be between 250 to 300 words. It should include a (1) a description of your research topic, (2) preliminary assessment of gaps in current literature (4-6 relevant peer-reviewed publications), (3) data source, and (4) methodology.

We will be due at the beginning of class via Canvas submission. Extensions will be granted only for serious and unavoidable events, and the revised due date must be negotiated with the instructor at least 24 hours in advance. Emailed assignments will not be accepted without instructor's permission.

Incomplete Grades

We strongly discourage students from taking an I grade and will also only be granted in extreme cases.

Attendance Policy

If more than 2 classes are missed, students must schedule a meeting with the instructor to discuss whether the course can be satisfactorily completed.

Required Readings

The course text is available for free from the [Pitt Library](#).

Calarco, J. M. (2020). A field guide to grad school: Uncovering the hidden curriculum.

University COVID Precautions

The University of Pittsburgh updates its COVID protocols in response to changing conditions. See the latest information at coronavirus.pitt.edu. In this course we will adapt as needed. Please reach out and we'll make it work.

Departmental Grievance Procedures

The purpose of grievance procedures is to ensure the rights and responsibilities of faculty and students in their relationships with each other. When a student in the EFOP Department or an EFOP course believes that a faculty member has not met his or her obligations (as an instructor or in another capacity) as described in the School of Education Academic Integrity Guidelines, the student should follow the procedure described in the Guidelines by (1) first trying to resolve the matter with the faculty member directly; (2) if needed, next talking to the academic integrity officer of the school, Assistant Dean Dr. Andrea Zito; and (3) if needed, filing a written statement of charges with the academic integrity officer.

Academic Integrity

Students in this course will be expected to comply with the University of Pittsburgh's Policy on Academic Integrity. Any student suspected of violating this obligation for any reason during the semester will be required to participate in the procedural process, initiated at the instructor level, as outlined in the University Guidelines on Academic Integrity. This may include, but is not limited to, the confiscation of the examination of any individual suspected of violating University Policy. Furthermore, no student may bring any unauthorized materials to an exam, including dictionaries and programmable calculators.

Disability Services

If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact both the instructor and Disability Resources and Services (DRS) as early as possible in the term: 140 William Pitt Union, (412) 648-7890, drsrecep@pitt.edu, (412) 228-5347 for P3 ASL users. DRS will verify your disability and determine reasonable accommodations for these courses.

Statement on Classroom Recording

To ensure the free and open discussion of ideas, students may not record classroom lectures, discussion and/or activities without the advance written permission of the instructor, and any such recording properly approved in advance can be used solely for the student's own private use.

See the Pitt Graduate Catalog and School of Education section for more information.

Course Schedule

Class #	Date	Room	Topic(s)	Assignment	Guest Speaker
1	1/10		Building your team	Ch 2 Building your Team	

2	1/24	5602	Core academic skills	Ch 3 Deciphering Academic Jargon Ch 4 Reading and Writing about Other People's Research	Rip Correnti
3	2/7	5602	Being entrepreneurial	Ch 5 Staying on Track in Your Program	
4	2/21	5602	Transitioning from M1 to Conferences	Ch 9 Talking about Your Research Ch 10 Going to Conferences	Hannah Goldstein, Tianwen Li, JP Marrero-Rivera
5	3/14	5602	Pursuing funding	Ch 6 Doing Research and Finding Funding	Sharon Ross
6	3/28	5914	Academic writing and publishing	Ch 7 Writing about Your Research Ch 8 Publishing and Promoting Your Work	Sirry Alang
7	4/11	5602	Pursuing work-life balance	Ch 12 Balancing Teaching, Research, Service, and Life	Tessa McCarthy

Final	4/25	NA	NA
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The statements contained in this syllabus, other than the course policies, are subject to change with reasonable advance notice as deemed acceptable by the instructors.