

**San José State University
Department of Political Science MPA
PADM 212 ó Administrative Research Methods
Spring 2021**

Course and Contact

messages sent via the MyJSU email system. Make sure that MyJSU has your current email address. Contact me by Thursday of week one if you cannot access the Canvas website, download and read .pdf files, link to other websites, or send or receive email.

Communication

It is essential that you check the class Canvas page routinely. This is a c2is i

Empirical Report Presentation (May 3rd or May 10th, Class time)

Students will present the findings from their empirical project in a 5-minute presentation that includes their research question, source of data and preliminary findings. This means that you must develop an interesting research question, develop and find measurement for your study, find a source of data, and provide adequate statistical analyses. You are also expected to communicate the results effectively to others, including non-experts, both in your presentation and final paper. Please refer to the final paper guidelines, which will be provided on Canvas. This assignment evaluates CLOs #1 and #3

Final Empirical Report (May 24th, 5:15 pm)

Students will develop one empirical project throughout the semester regarding an issue relevant to governance, administration or policy. This means that you must develop an interesting research question, develop and find measurement for your study, find a source of data, and provide adequate statistical analyses. You are also expected to communicate the results effectively to others, including non-experts, both in your presentation and final paper. Please refer to the final paper guidelines, which will be provided on Canvas. This assignment evaluates CLOs #1, #2 and #3.

Class Participation

Due to the COVID-19 pandemic, classes will be delivered via Zoom. Class participation will be judged by the student's preparedness to participate in class discussions and the extent to which they make meaningful and engaged contributions during class time. Given the difficulties attendant to the pandemic, I intend to be as ecumenical as possible with regard to what will qualify as participation. Nonetheless, students are strongly encouraged to be present during classtime with their cameras on (i.e. not a black screen from the instructor's perspective). Obviously, the COVID-19 pandemic has created a strange and less-than-ideal learning environment and there may be technical or personal reasons why a student cannot participate in the manner prescribed above. However, students that are not able to abide by these participation guidelines should contact the instructor to explain any extenuating circumstances or required accommodations. Moreover, students are expected to take any reasonable steps they can to mitigate issues that crop up over the course of the semester.

Assignment & Exam Schedule	
Written Assignments (3)	February 15 th , March 15 th , April 12 th
Initial Dataset	February 22 nd
Mid-term Examination	March 22 nd
Research Proposal and Initial Findings	April 19 th
Empirical Project Presentation	May 3 rd or May 10 th
Empirical Project Final Report	May 24 th

Final Examination

As described above, the culminating project for this course will be an empirical data analysis developed throughout the semester regarding an issue relevant to governance, administration or policy. **This assignment will be due on May 24th at 5:15pm.** This means that you must develop an interesting research question, develop and find measurement for your study, find a source of data, and provide adequate statistical analyses. You are also expected to communicate the results effectively to others, including non-experts, both in your presentation and final paper. Please refer to the final paper guidelines, which will be provided on Canvas.

Grading Information

While I expect you to attend class regularly, per University Policy F-15-12 (<http://www.sjsu.edu/senate/docs/F15-12.pdf>), students will not be graded on daily attendance. One of the purposes of this class is to help simulate the stamina necessary to stick with a project day-in, day-out even as your interest in it naturally waxes and wanes. It is very, *very* unlikely that a student who misses class regularly will do well. More importantly, classroom discussion will tease out much of the important nuance in the readings. As such, regular attendance is strongly encouraged.

Your grade will be calculated as follows:

Grading Paradigm

at least discuss it with me first. I can't guarantee anything, but I can guarantee a fair hearing. Communication will always lead to a better outcome for you than not communicating.

Classroom Policies and Protocol

Attendance and participation

Students may be called upon by name to address concepts from the readings. Students should take the time and effort to read the materials when they are assigned, and be prepared to actively participate in discussion of the topics, using both citations of the readings and their own defended views. Small group discussions during class will only enhance learning if each participant is prepared to contribute to the group's learning. In addition to the fact that students are graded on the quality and quantity of classroom participation, regular attendance will enhance your grade by virtue of giving students the opportunity to develop the knowledge necessary to complete assignments that might not otherwise be available except from class discussion.

Cellphones, laptops, and other technology

You may not use your cell phone for non-class purposes in class. If you need to have it on for family reasons, please let me know ahead of time, turn it on vibrate and leave it out of sight. If you must make an emergency text, feel free to step outside of class. All other texting needs to take place before or after class. Laptops, tablets, and other such technology are allowed in class but for notetaking and educational use only. I reserve the right to bar specific students from using these technologies if they are making inappropriate use of them during class time. Please see me if you have questions about this policy or questions regarding SJSU academic accommodations related to this policy.

Recording of Lectures

I do not intend to record the Zoom lectures online for a number of reasons. (1) I do not record them when the class is in person and, to the extent that it is possible, I am trying to maintain some level of parity with how the class is usually delivered. (2) The primary benefit of a synchronous learning environment is that you may ask questions to probe for clarification in real time. Studies have shown that when students know there will be a recording of class lecture, it provides an incentive for them not to pay full attention in the moment. As such, barring extenuating circumstances, I do not intend to record my lectures for distribution to the class.

Please obtain my permission before taking an audio or video recording of lectures or other class activities. I will almost certainly grant such permission but it is common courtesy to let people know you will be recording them before you do so. Thus, out of respect to your colleagues and to me, please do not record this class without my explicit permission.

University Policies

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs' Syllabus Information web page at <http://www.sjsu.edu/gup/syllabusinfo/>

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Political Science Department Writing Policy

Students of political science should develop the ability to write in clear, grammatical English. Spelling and grammar count! Students must take care that appropriate citations are used. Direct quotations must be so indicated with quotation marks. Ideas from others must also be referenced. Failure to cite your sources constitutes academic misconduct, which carries with it serious sanctions. A tutorial on citations is available at <http://libguides.sjsu.edu/writeandcite>. The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center visit <http://www.sjsu.edu/writingcenter/>.

Useful Information for Students

SJSU Counseling Services

The SJSU Counseling Services is located on the corner of 7th Street and San Fernando Street, in Room 201, Administration Building. Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an

Unit #2 - Quantitative Methods

5	1-Mar	Means Comparison and Correlation; ; Workshop on Finding Data	Field, Ch. 8, 10; Canvas Readings	
6	8-Mar	Linear & Multiple Regression I	Field, Ch. 9	
7	15-Mar	Linear & Multiple Regression II; Midterm Review	Field, Ch. 9	Assignment #2
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