



Applied Arts and Sciences BAAS 3020 Fundamentals of Inquiry and Discovery

COURSE INFORMATION

- *Course:* BAAS 3020, Section: 3 Credit Hours
- *Format:* This course is delivered in a hybrid format with three set meeting weekly meeting times 1/31, 2/28, and 3/28 from 9am-11:50am in FRLD 230 (assignments are still due online on the dates reflected on Canvas).

Instructor Contact Information

- Heather Treadway, M.S. *Adjunct Professor, Department of Multidisciplinary Innovation*
- Frisco Landing, UNT at Frisco
- Heather.Treadway@unt.edu
- Office hours: Since this is a hybrid course, office hours are held by appointment on Zoom. To schedule a virtual appointment, please email your request.

Required Textbook/Readings

While there is no required textbook for this section of the course, there will be online content (i.e., articles, readings, tutorials, videos) that serve as your required readings for the course (all posted on Canvas).

Course Description

The main purpose of this course is to focus on good questions and how to answer them as this is essential to making considered decisions as a leader in any organization or in your life overall. The goals of the course are 1) to introduce the concepts and techniques used to develop good questions, and 2) to structure an appropriate information gathering and analysis to answer the questions. This process is sometimes called research. Topics will include the connection between questions and information gathering design, variable measurement, sampling, the differences between experimental and non-experimental designs, data analysis, reporting and the social context of research. Emphasis will be placed on approaches used in the social sciences (i.e., sociology, psychology, anthropology), but we will also discuss how others (i.e., natural scientists, business analysts) might approach the process. No prior knowledge of statistics is required for this course. **Prerequisite:** Declaration of the Applied Arts and Sciences major (B.A.A.S. degree) as the program of study at UNT.

Learning Objectives

Having successfully completed this course, students will be able to:

1. Investigate and evaluate the knowledge claims of both themselves and others with evidence and examples (*Critical Thinking and Reasoning*).
2. Communicate inquiry methods and approaches appropriate to specific problems (*Written and Oral Communication*).
3. Collaborate with others to formulate questions and develop strategies to address questions (*Teamwork/Collaboration*).

Course Teaching and Learning Strategies

In this required course within the Bachelor of Applied Arts and Sciences degree program, students will examine various ways questions are generated and that data are collected, analyzed, and used to address various questions. Teaching and learning strategies will include peer and collaborative learning and discussion, project-based learning, autonomous online reading and viewing of course materials, instructor mini-lectures, quizzes, practice activities, and a group project that applies your learning across the semester. This course will take a highly interactive and facilitative approach to teaching and learning in which learning opportunities are presented and students are expected to be actively engaged. The goals of utilizing these approaches include developing student competencies in the areas of collaboration, communication, and problem-solving as well as gaining a deeper understanding of the inquiry process.

Attendance Policy (for hybrid courses)

This is one of the three BAAS unifying courses, designed to equip students with the tools and experiences necessary to thrive in the 21st-century workplace. As such, the course emphasizes project-based learning and collaborative teamwork—skills that are essential for professional success.

In keeping with workplace expectations, **attendance is not only expected but required**. There are only **three in-person meetings** during the term, and **all are mandatory in order to pass the course**. These sessions involve key components of your group project and collaborative work that cannot be recreated outside of class.

If you know in advance that you will be absent, you **must notify the instructor as early as possible** so arrangements can be made with your teammates. Accommodations may be possible **with prior notice**, but unexcused absences will negatively impact your grade and may jeopardize your ability to complete the course requirements.

COURSE REQUIREMENTS

1. In a primarily online class such as this, students are expected to keep up with the weekly readings and additional course information posted on Canvas at <https://unt.instructure.com/>. In addition to the readings listed on the course calendar, there may be supplemental readings or videos posted on Canvas within the learning modules to help you with assignments and/or exams. Additional readings, activities, videos/lectures, and complementary resources will be assigned throughout the course to help students gain hands-on experience in various qualitative methods and analysis techniques.

2. Discussion Board Assignments

An introduction post and five discussion board topics will be assigned throughout the semester; specific directions for each discussion board assignment will be posted on Canvas. For each discussion board assignment, you will first post your response to the specific assignment questions and then respond to at least **two** classmates. In order to allow your classmates ample time to read and reply to discussion board posts, initial responses must be posted by **Wednesday at 11:59 pm** (central time; please be aware of time differences if you are not in the area) and replies must be posted by **Sunday at 11:59 pm**.

Since *late submissions will not be accepted*, do not wait until the last minute to submit your postings in case you have any questions or potential problems. The discussion climate must be civil, sensitive, and mutually respectful of the rights of each person to freely and openly express ideas. The Introduction Post is worth **5%** of your final grade and the Discussion Board Assignments are collectively worth **35%** of your final grade.

3. **Inquiry Project (IP):** The Inquiry Project will involve creating a research-based project design that will allow you to brainstorm a research project collaboratively. This project will be completed in teams as assigned by the instructor. Each small group will select a research topic and develop an inquiry project that includes conceptualization, a purpose statement, research questions, background literature, and methods. More information for each section will be posted on Canvas and a group submission of each part is due **Friday at 11:59 pm** of the given week. The Inquiry Project is collectively worth **48%** of your final grade (each part is worth 6% individually); no late submissions will be accepted.

4. **Module Quizzes:** The ten module quizzes will be **online and open-notes**; you are expected to take each quiz with no outside help *other than your readings and accompanying module materials*. Quizzes will be timed (2 minutes per question; i.e., 20 minutes for a 10 item quiz) and this is sufficient time to respond thoughtfully and to check your answers. It is highly recommended that you study and be prepared beforehand since you will not have time to look up each item during the actual exam. **You may NOT copy any test items or look at any copied test items from this course; doing so is an honor code violation.** Quizzes may include a variety of question types including all or some of the following: multiple choice, true/false, matching, and fill-in-the-blanks. For missed assignments, quizzes will become unavailable on Canvas and you will be unable to make them up without legitimate documentation (i.e., medical, judicial, or serious personal events. Please do not email me after the fact and say you had a prescheduled doctor's appointment and forgot, for example; however, if you were taking the quiz and had to rush your child to the ER, this would be something that could be both documented and excused, of course). **Each quiz must be completed by the 11:59 pm deadline (not just started by then).** The quizzes are collectively worth 10% of your final grade.

There may be times in which you experience technical difficulties while taking the quizzes (i.e., loss of Internet connection, the test does not submit correctly). If a score does not immediately appear in the grade book after taking an assessment, this most likely means your test was not submitted properly. If this happens, **don't panic**; it may be necessary for me to reset your test. If this occurs, you should email me **AS SOON AS POSSIBLE** (but also realize I may not be able to respond right away. I will be looking at the time you attempted the quiz and time you wrote). However, if you wait until Friday each week to take your quizzes and something goes wrong, you may lose your opportunity, as I am not guaranteed to be available on weekends, and neither is tech support. Please be proactive. Moreover, to avoid experiencing technical difficulties, it is recommended that you take quizzes in a location with reliable Internet service.

Success in this course on all the aforementioned requirements is your choice! If you choose to be successful, I will be happy to help you. If you do not choose to be successful, I will honor your choice and not micromanage you. Every student has the potential to succeed in this class.

Course Evaluation- In short, final grades are based on the following:

Introduction Post	5%
Discussion Board Posts (5)	35%
Module Quizzes	12%
Inquiry Project (total)	48%
Total	100%

** *A grade of C or higher in BAAS 3000, BAAS 3020, and BAAS 4100 is needed for credit within the Applied Arts and Sciences degree program. ***

COURSE POLICIES

Course policies related to late assignments, grade appeals, requests for an incomplete, and dropping the class (with relevant university deadlines) are provided on Canvas under the “Getting Started” module.

Using Artificial Intelligence (AI) Tools

You may use AI programs (e.g., ChatGPT) to help generate ideas, brainstorm, and better understand course content. However, you should note that the material generated by these programs may be inaccurate, incomplete, or otherwise problematic. Beware that use of AI tools may also stifle your own independent thinking and creativity.

You may not submit any work generated by an AI program as your own. If you include material generated by an AI program, it should be cited like any other reference material (with due consideration for the quality of the reference, which may be poor), otherwise it will be considered plagiarism and dealt with according to UNT policy. If any part of this is confusing or you’re uncertain whether you can use a source, please reach out to me for a conversation before submitting your work.

UNT POLICIES

Academic Integrity and Professional Conduct

It is expected that students will conform to the University of North Texas Code of Student Conduct and Discipline as outlined in the undergraduate catalog and online through the Center for Student Rights and Responsibilities. Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam and possible grade consequences for the class; a second offense may result in an automatic "F" for the course. Additionally, the incident will be reported to the Dean of Students, who may impose further penalty. According to the UNT catalog, the term "cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage. The term "plagiarism" includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

Students are also expected to conduct themselves as mature and responsible adults while enrolled in this course. This includes displaying respect for peers and faculty, accepting personal responsibility for coming to class, maintaining class notes, and completing given assignments.

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at <http://deanofstudents.unt.edu>.

Access to Information - Eagle Connect

Your access point for business and academic services at UNT occurs at <http://www.my.unt.edu>. All official communication from the university will be delivered to your Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward your e-mail: <http://eagleconnect.unt.edu/>

ADA Statement

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Access website at <http://disability.unt.edu>. You may also contact them by phone at (940) 565-4323.

Additional Student Support Services

- [Academic Resources](#): where to buy textbooks and supplies, access academic catalogs and programs, register for classes, and more
- [Code of Student Conduct](#): provides Code of Student Conduct along with other useful links
- [Office of Disability Accommodation](#): exists to prevent discrimination based on disability and to help students reach a higher level of independence
- [Counseling and Testing Services](#): provides counseling services to the UNT community, as well as testing services; such as admissions testing, computer-based testing, career testing, and other tests
- [UNT Libraries](#): library services
- [UNT Learning Center](#): provides a variety of services, including tutoring, to enhance the student academic experience
- [UNT Writing Center](#): offers free writing tutoring to all UNT students
- [Succeed at UNT](#): information regarding how to be a successful student at UNT

BAAS 3020-503: Inquiry & Discovery

(Topics and dates are subject to change)

Date	Topics	Readings	Assignments
Week 1 01/12 01/18 Module 0	Introduction to the Course	Syllabus Module Content	<ul style="list-style-type: none"> ▪ Nothing -- simply get familiar with the class! ▪ Recommended -- start on your introduction post here.
Week 2 01/19 01/25 Module 1	The Process of Inquiry	Module Content Lach (2013)	Introduction Post <ul style="list-style-type: none"> ▪ Initial post due Wednesday at 11:59 pm. ▪ Two replies due Sunday at 11:59 pm. Module 1 Quiz <ul style="list-style-type: none"> ▪ Available to take Monday at 6:00 am to Friday at 5:00 pm.
Week 3 01/26 In-Person 01/31 02/01 Module 2	Components of Inquiry Design	Module Content Cloutier (2015)	Discussion Board Assignment #1 <ul style="list-style-type: none"> ▪ Initial post due Wednesday at 11:59 pm. ▪ Two replies due Sunday at 11:59 pm.
Week 4 02/02 02/08 Module 2	Components of Inquiry Design	Module Content	IP - Part A (Group Roles & Topic) <ul style="list-style-type: none"> ▪ Group submission due Friday at 11:59 pm. Module 2 Quiz <ul style="list-style-type: none"> ▪ Available to take Monday at 6:00 am to Friday at 5:00 pm.
Week 5 02/09 02/15 Module 3	Conceptualizing & Operationalizing Research	Module Content Lokot et al. (2021) OR Verkuyten (2016)	Discussion Board Assignment #2 <ul style="list-style-type: none"> ▪ Initial post due Wednesday at 11:59 pm. ▪ Two replies due Sunday at 11:59 pm. Module 3 Quiz <ul style="list-style-type: none"> ▪ Available to take Monday at 6:00 am to Friday at 5:00 pm.
Week 6 02/16 02/22 Module 4	Background and Context (Finding Literature)	Module Content UNT Formatting Guide	IP - Part B (Variables) <ul style="list-style-type: none"> ▪ Group submission due Friday at 11:59 pm.
Week 7 02/23 In-Person 02/28 03/01 Module 4	Background and Context (Finding Literature)	Winchester & Salji (2016)	IP - Part C (Purpose) <ul style="list-style-type: none"> ▪ Group submission due Friday at 11:59 pm. Module 4 Quiz <ul style="list-style-type: none"> ▪ Available to take Monday at 6:00 am to Friday at 5:00 pm.
Week 8 03/02 03/08 Module 5	Ethics in Research	Module Content Belmont Report (1979)	Discussion Board Assignment #3 <ul style="list-style-type: none"> ▪ Initial post due Wednesday at 11:59 pm. ▪ Two replies due Sunday at 11:59 pm. Module 5 Quiz <ul style="list-style-type: none"> ▪ Available to take Monday at 6:00 am to Friday at 5:00 pm.
SPRING BREAK 03/09 03/15	SPRING BREAK	NO CLASSES	HAVE A GREAT SPRING BREAK!

Date	Topics	Readings	Assignments
Week 9 03/16 03/22 Module 5	Ethics in Research	Module Content	IP - Part D (Literature) Group submission due Friday at 11:59 pm.
Week 10 03/23 In-Person 03/28 03/29 Module 6	Measurement & Sampling	Module Content Heale & Twycross (2015)	IP - Part E (Mapping) <ul style="list-style-type: none">▪ Group submission due Friday at 11:59 pm. Module 6 Quiz <ul style="list-style-type: none">▪ Available to take Monday at 6:00 am to Friday at 5:00 pm.
Week 11 03/30 04/05 Module 7	Descriptive & Survey Research	Module Content Wang et al. (2018)	Discussion Board Assignment #4 <ul style="list-style-type: none">▪ Initial post due Wednesday at 11:59 pm.▪ Two replies due Sunday at 11:59 pm. Module 7 Quiz <ul style="list-style-type: none">▪ Available to take Monday at 6:00 am to Friday at 5:00 pm.
Week 12 04/06 04/12 Module 8	Experimental Research Designs	Module Content Riccucci et al. (2018)	Discussion Board Assignment #5 <ul style="list-style-type: none">▪ Initial post due Wednesday at 11:59 pm.▪ Two replies due Sunday at 11:59 pm. Module 8 Quiz <ul style="list-style-type: none">▪ Available to take Monday at 6:00 am to Friday at 5:00 pm.
Week 13 04/13 04/19 Module 9	Qualitative Research Designs	Module Content Haldenby et al. (2007)	IP - Part F (Methods) <ul style="list-style-type: none">▪ Group submission due Friday at 11:59 pm. Module 9 Quiz <ul style="list-style-type: none">▪ Available to take Monday at 6:00 am to Friday at 5:00 pm.
Week 14 04/20 04/26	Qualitative Research Designs	Module Content	IP - Part G (Peer Review) <ul style="list-style-type: none">▪ Individual submission due WEDNESDAY at 11:59 pm.
Week 15 04/27 05/03 Module 10	Mixed Methods Secondary Data	Module Content Igo et al. (2008)	IP - Group Presentation <ul style="list-style-type: none">▪ Group submission due Friday at 11:59 pm. Module 10 Quiz <ul style="list-style-type: none">▪ Available to take Monday at 6:00 am to Friday at 5:00 pm.
Week 16 05/04 05/08	Final Exam Week		<ul style="list-style-type: none">▪ Honors/Extra Credit Presentation (if any)