UNT Department of Public Administration
PADM 5500. Administrative Research Methods 1
Summer 2019

[REVISED]

Monday 1:00 - 4:50 PM
Chilton Hall 270

Instructor: Simon A. Andrew, PhD
Office location: Chilton Hall 204A
Office Hours: Monday 11:30-1:00PM (or by Appointment)
Phone: 940-565-4982
Email: sandrew@unt.edu

COURSE DESCRIPTION AND OBJECTIVES:
• Students will demonstrate the concepts and application of the logic of social science evaluation that relies upon the collection and measurement of data. This entails the accurate description of data characteristics and potential associations between variables.
• Students will use statistical techniques to test variable associations and interpret those relationships using difference of means and cross tabulations.
• Students will demonstrate the application of the logic of control in statistical analysis and the interpretation of analysis using the logic of control.
• Students will use SPSS software to analyze data.

COURSE MATERIALS:
Required Text**

**Note that a student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

COURSE EVALUATION AND GRADES:
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Homework 1: 25 %
Homework 2: 25 %
Exam 1: 30 %
Exam 2: 20 %
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Grades Breakdown
A = 100–90%  B = 89–80%  C = 79–70%  D = 69–60%  F = 59% below
MATERIALS
Electronic Calculator is handy for doing simple calculations.

COURSE POLICIES
• I prefer not to grant incomplete grades (Grade “I”) in this class. The format that works best for this class makes it difficult to grant incompletes.
• All assignments must be turned in on time.
• If you are using a computer or other technology to take notes, this is fine. It is not ok, however, to surf the web, text others, or read or send emails during class time. If you choose to ignore this, plan to retake the class at a later date as it will result in one-full level grade point deduction from your final course grade (i.e., your overall grade in the course will move from an A to a B, a B to a C, etc.).

A FEW FINAL COMMENTS
• A sure-cut way to make life miserable for you and me is to delay attempting to master the course material until the end of the semester. Unlike many “substantive” courses, you cannot delay your work until the last few weeks before the final exam and expect the course to “come together.” The material for the course is (to use an overused--but very accurate--expression) accumulative; if you do not master the material on a week by week basis; it will not come together at the end. I know you have heard this before, but for this course it’s true.
• For the quantitative portion of this course, you need to be very attentive throughout the course to the proper language for describing quantitative research findings. It is not enough to read the material, say to yourself “this makes sense,” and turn your attention to something else. You need to know the material well enough to be able to discuss it and write about it using the standard language for communication. So, when reading, be very careful to note the precise phrasing and sentence structure used by the authors.

CANVAS
Canvas will be used to supplement work in this course. Checking canvases frequently is advised in order to stay abreast of any and all announcements, and changes. On occasion, the professor will send emails to the entire class via UNT student assigned email accounts.

STUDENT PERCEPTIONS OF TEACHING (SPOT)
Students are strongly encouraged to complete the Student Perception of Teaching (SPOT) survey. This short survey will be made available on-line at the end of the semester.

POLICY ON DISABILITY ACCOMMODATION
Students with disabilities needing academic accommodation should (1) register with and provide documentation to the Office of Disability Accommodation (ODA); and (2) bring a letter to the instructor indicating the need for accommodation and what type. This should be done during office hours before the 12th class day of regular semesters.
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 Center for
Student Rights and Responsibilities 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 www.unt.edu/csrr

WITHDRAWALS
Students may withdraw from the course, but you must follow university procedures. The
instructor is not responsible for failure to meet withdrawal deadlines.

POLICY ON CHEATING AND PLAGIARISM
Definitions: The UNT Code of Student Conduct and Discipline defines cheating and
plagiarism “as the use of unauthorized books, notes, or otherwise securing help in a test;
copying other’s tests, assignments, reports, or term papers; representing the work of
another as one’s own; collaborating without authority with another student during an
examination or in preparing academic work; or otherwise practicing scholastic
dishonesty.”
Penalties: Normally, the minimum penalty for cheating or plagiarism is a grade of “F” in
the course. In the case of graduate departmental exams, the minimum penalty shall be
failure of all fields of the exam. Determination of cheating or plagiarism shall be made by
the instructor in the course, or by the departmental faculty in the case of departmental
exams.
Cases of cheating or plagiarism on graduate departmental exams, papers, theses, or
dissertations shall automatically be referred to the departmental Curriculum and Degree
Programs Committee. Cases of cheating or plagiarism in ordinary course work may, at
the discretion of the instructor, be referred to the Curriculum and Degree Programs
Committee in the case of either graduate or undergraduate students. This committee,
acting as an agent of the Department, shall impose further penalties, or recommend
further penalties to the Dean of Students, if they determine that the case warrants it. In all
cases, the Dean of Students shall be informed in writing of the case.
Appeals: Students may appeal and decision under this policy by following the procedure
laid down in the UNT Code of Student Conduct and Discipline.

ACADEMIC ETHICS
The issue of academic ethics can be a problem and thus any instance of cheating,
plagiarism, falsification, or failure to do original work for this course can result in one or
more of the following consequences.
• Failing grade for Homework I & II
• Failing course grade
• Recommendation for additional disciplinary action
• Removal from the MPA program or University
**COURSE SYLLABUS:**

The following schedule indicates our *plan* for the semester. The instructor may and likely will change the plan to facilitate course objectives. Students are responsible for any changes made to the syllabus that are announced in class. Students are also expected to read the material before coming to class so they can be prepared to discuss the material.

<table>
<thead>
<tr>
<th>Date</th>
<th>Topics</th>
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<tbody>
<tr>
<td>Week 1</td>
<td>Lecture 1: Introduction to Conducting Research</td>
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<tr>
<td>June 3</td>
<td>Lecture 2: Research Design (Chapter 3)</td>
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<td>Distribute Homework 1</td>
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<tr>
<td>Week 2</td>
<td>Lecture 3: Measurements (Chapter 2)</td>
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<td>June 10</td>
<td>Lecture 4: Descriptive Statistics (Chapters 4, 5, &amp; 6)</td>
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<td>June 15 (Sat.) 8.30AM – 5.00PM</td>
<td>Lecture 5: Introduction to Probability (Chapters 7, 8, &amp; 9)</td>
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<td>Lecture 6: Inference Statistics (Chapters 11, 12, &amp; 13)</td>
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<td>Workshop 1: Data Visualization and Analysis</td>
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<td>Afternoon – Statistics Lab.</td>
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<td>Week 3</td>
<td>Lecture 7: Inference Statistics – Hypothesis Testing (Chapters 12 &amp; 14)</td>
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<td>June 17</td>
<td>Lecture 8: Logic of Control Table Analysis - Cross-Tabulation (Chapter 17)</td>
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<td>Statistics Lab.</td>
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<td>Week 4</td>
<td>Workshop 2: Chi-square Analysis</td>
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<td>June 24</td>
<td>Statistics Lab.</td>
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<td><em>Review for Exam 1</em></td>
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<td><strong>ALL Assignments for Homework 1</strong> Due (25% of total grade)</td>
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<td>Week 5</td>
<td>Exam I (30% of total grade)</td>
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<td>July 1</td>
<td>~~~~~ Go to CANVAS --- Distribute Homework 2</td>
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<tr>
<td>Week 6</td>
<td>Workshop 3: Introduction to Regression Analysis (Chapter 18)</td>
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<td>July 8</td>
<td>Statistics Lab.</td>
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<td>Week 7</td>
<td>Workshop 4: Introduction to Multiple Regression Analysis (Chapters 21 &amp; 23)</td>
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<td>July 15</td>
<td><em>Review for Exam 2</em></td>
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<td><strong>ALL Assignments for Homework 2</strong> Due (25% of total grade)</td>
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<td>Week 8</td>
<td>Exam II – (20% of total grade)</td>
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<td>July 22</td>
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