

Fall 2024

# **“Research Experience 1”♦**

## *SYA 4930*

Tuesdays Periods 8-10 (3:00 – 6:00PM) | MATHERLY HALL 0251

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**Professor:**

Dr. Autumn McClellan  
*pronouns: she/they*

**Office Hours:**

Tuesdays 1:30PM – 2:30PM  
& *BY APPOINTMENT*  
Turlington 3361B

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### **Course Goals:**

The Research Experience is a two-semester sequence (Fall 2024 and Spring 2025) in which a small group of students will work together on a single research project. As a group, students will complete a literature review, collect data, and perform quantitative analyses using STATA, a statistical software package. At the end of the Spring 2025 semester, students will present their findings at the Annual Conference of the Social Sciences, hosted by the Florida Society of the Social Sciences (F3S). The course will also include professional development activities, such as learning about graduate school, conference presentations, and publishing sociological research.

### **Textbook:**

There is no textbook for this course. All readings will be provided by the instructor through Canvas.

### **Class Format:**

This is fully face-to-face course; students will NOT be able to attend class remotely.

### **Classroom Conduct:**

You are expected to come to class focused and prepared and to remain attentive and respectful during class time. Class time is very valuable, so we must make every effort not to waste it. I ask that you arrive before class is scheduled to start so that we make begin on time, and you should not pack your belongings before you are dismissed. I will make every effort to end class and dismiss you on-time, but if I begin to run over, you may raise your hand and remind me of the time.

Students may use their computers or cell phones to access online materials, but should refrain from engaging in non-course related activities during class time (such as contacting friends or buying things on Amazon). This kind of behavior is distracting to other students and the Professor.

Ultimately, I ask that you be respectful of all students and myself. Keep in mind that this is a professional environment and you are here to learn important skills and information for your future career.

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♦ This syllabus represents an approximation of the course’s content and schedule. The Professor reserves the right to make reasonable changes and alterations of the schedule and content of this syllabus and to announce those changes in class. Students are responsible for fulfilling any new or revised requirements or obligations resulting from these changes.

## **Attendance:**

You are required to attend every scheduled class session and will receive a grade based on your attendance record. You should NOT schedule appointments, meetings, trips, or other activities that would require you to miss some or all of class. Students who arrive late or leave early may lose points at the Professor's discretion.

Any student who fails to attend at least one of the first two class meetings and has not contacted the Professor will be dropped from the course. I will do my best to ensure that these students are disenrolled before the end of the drop/add period so that they can find another class (if desired), but they will not be allowed to re-enroll in this section of the course.

Students who have court-imposed legal obligations (e.g., jury duty or subpoena) or accommodations through the Disability Resource Center (DRC) must contact the Professor as soon as possible to discuss how these circumstances will affect their ability to attend class and complete assignments, and the Professor will work with students to establish the appropriate accommodations. Students must provide supporting evidence or documentation with their request (e.g., court paperwork or DRC Accommodation Letter). More information about DRC accommodations can be found in the "Accessibility Accommodations" section at the end of this syllabus. All other requests for excused absences are granted at the Professor's discretion.

Students may request an excused absence due to religious holidays, military obligations, professional development activities, or participation in university-sponsored activities, but these requests must be made at least 2 business days before the relevant class period(s) and should be accompanied with some kind of supporting evidence or documentation. Requests for excused absences are granted at the Professor's discretion.

If you believe you will be unable to attend class due to some kind of exceptional circumstance, please contact the Professor before the relevant class period(s) to explain the circumstances, if possible. Exceptional circumstances are limited to any emergency which can be clearly documented. In some cases, students may be asked to send supporting evidence or documentation directly to the Professor. For other circumstances, the Professor will ask students to follow the procedures for the Dean of Students Office Instructor Notification form (<https://care.dso.ufl.edu/instructor-notifications/>), which requires submitting supporting evidence or documentation for your circumstances. If you are unsure what kind of documentation to provide, you may contact their office by phone at 352-294-2273.

Students who miss class due to medical issues must obtain supporting documentation from a medical professional and submit this documentation through the Instructor Notification portal. Students can make an appointment at Student Health Care Center (SHCC); SHCC offers both in-person and telehealth appointments. If you are unable to make a timely appointment at the SHCC, you can visit a walk-in clinic (e.g., CVS MinuteClinic) or an urgent care center (e.g., CareSpot) for same-day service. I will not excuse your absence for medical issues without supporting documentation from a medical professional.

Students who miss class without prior notification must submit an Instructor Notification request to the Dean of Students to seek an excused absence. Please keep in mind that the Dean of Students will only recommend an excused absence under limited circumstances.

For all submissions to the Instructor Notification portal, the Dean of Students Office will review your documentation and make a recommendation as to whether your circumstances should warrant an excused absence. However, the Professor reserves the right to accept or reject the Dean of Students recommendation.

The complete University policies regarding absences and make-up work can be found online (<https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/#absencetext>).

## **Office Hours:**

Meeting during office hours is an opportunity for the Professor to get to know you better as a student and as a human being. Office hours are ideal for clarifying confusing subjects and exploring topics that interest you. The Professor is also available to discuss broader issues that college students face, such as balancing school and other life obligations, post-college plans, and personal issues affecting your academic performance (I may refer you to campus-based services if necessary). Please come prepared for office hours: be ready to identify what information you already know and what information you would like to learn more about.

## **Email:**

If you have a comment or question about the course or an assignment, you should first consider speaking up during class. Using the classroom as a public forum to ask and answer questions is the most equitable way to provide clarifying information to all students, and it helps reduce the number of duplicate emails I receive.

If you would like to discuss private information (e.g., grades, professional advice, etc.) over email, you should send a private message over Canvas. Canvas is a more secure platform than GatorMail/Outlook for discussing personal student information; students should refrain from using GatorMail/Outlook ([autumn.mcclellan@ufl.edu](mailto:autumn.mcclellan@ufl.edu)) to discuss course matters.

Emails sent after 4:30PM may not receive a response until the next business day. I can only guarantee one response per day; please attend my office hours if your comment or question will require more attention. Please follow-up if you have not received a reply within two (2) business days.

## **How to Succeed in SYA 4930:**

In order to be successful in this class, you must attend class consistently, participate in class discussions and activities, and contribute to advancement of the research project outside of class. You should also come to class prepared by bringing any readings, notes, or other materials that will help you contribute to the research project.

## **Schedule:**

Dates, topics, required readings, and assignments can be found in the “Course Schedule” on Canvas. The following information represents an approximation of the tasks to be completed this semester:

Week 1: Introduction to course and research collaborator, discuss research interests

Week 2-4: Learn how to search for, read, annotate, and synthesize social research

Week 5-7: Learn about graduate school, draft personal statements

Week 8-10: Finalize research question and protocols, submit IRB application

Week 11-13: Collect data, learn how to use STATA for quantitative analysis

Week 14: No class (Thanksgiving Break)

Week 15: Take stock of what has been completed, plan Spring semester tasks

## **Course Components:**

### **Attendance: 25% of Final Grade**

It is difficult to accurately measure “participation” in a classroom setting, and most measures favor the contributions of extroverts over introverts. My (imperfect) strategy for gauging student participation is to grade attendance. Taking attendance also helps me to learn everyone’s names!

Students will be awarded five (5) points for each class period in which they are present or have an excused absence, four (4) points for late arrivals or early departures, and zero (0) points for unexcused absences.

### **Assignments: 65% of Final Grade**

Throughout the semester, students will be asked to complete a variety of tasks that will contribute to the group research project.

### **Peer Evaluations: 10% of Final Grade**

You will be working closely with other students to complete this research project. Although some of our work will be completed together during class time, there will be many other interactions between students that occur outside of class and/or outside of the Professor's view. This grading component is intended to provide students with the opportunity to report on the effort and contributions from their fellow classmates.

### **Grading:**

The University grading policies can be found at <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>. Your final course grade will be calculated based on the following components and weighting scheme:

|                         |            |
|-------------------------|------------|
| Attendance              | 25%        |
| Assignments             | 65%        |
| <u>Peer Evaluations</u> | <u>10%</u> |
| TOTAL                   | 100%       |

Final course grades will be calculated according to following grading scale. I do NOT offer any forms of extra credit. I will NOT "round grades up" at the end of the semester.

|    |           |    |          |
|----|-----------|----|----------|
| A  | 100 - 95% | C- | 72 - 70% |
| A- | 94 - 90%  | D+ | 69 - 67% |
| B+ | 89 - 87%  | D  | 66 - 63% |
| B  | 86 - 83%  | D- | 62 - 60% |
| B- | 82 - 80%  | E  | 59 - 0%  |
| C+ | 79 - 77%  |    |          |
| C  | 76 - 73%  |    |          |

### **What does a letter grade mean?**

*A = Exemplary work*

Your work demonstrates a thorough understanding of the material that greatly exceeds the average.

*B = Good work*

Your work demonstrates a firm grasp on the material but you have some gaps in knowledge or process.

*C = Average work*

Your work suffers from substantial gaps in knowledge or process.

*D = Marginal Work*

Your work demonstrates a superficial understanding of the material and is barely acceptable.

*E = Unacceptable Work*

Your work fails to demonstrate any substantial understanding of the material.

### **Academic Honesty and Integrity:**

All UF students are bound by The Honor Pledge, which states: "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: 'On my honor, I have neither given nor received unauthorized aid in doing this assignment.'"

The Honor Code (<https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct or any observed misconduct to the Professor or Dean of Students Office. If you have any questions or concerns, please consult with the Professor.

### **Accessibility Accommodations:**

There are a number of circumstances - physical or mental, temporary or long-term - that can make completing the course requirements unduly difficult for some students. The University has a process for identifying students in need of accommodations, and there are a wide variety of accommodations available (<https://disability.ufl.edu/faculty/academic-accommodations/>). If you need accommodations for successfully completing this course, you must first register with the Disability Resource Center (DRC).

Any students who are registered with the DRC and wish to use their accommodations in this class must submit a current accommodation letter to the Professor in a timely manner. Then, the student and the Professor will discuss how the accommodations will be applied to the coursework and the conditions that must be met in order to access the accommodations. Students cannot utilize their DRC accommodations in this class until they have discussed, agreed to, and signed an Accommodation Plan with the Professor.

### **Counseling and Mental Health Services:**

It is very common for students to struggle with the rigors of schoolwork, the demands of work and student organizations, and/or relationships with friends and family. In many cases, it can be helpful to discuss these stresses and anxieties with peers or a professional. The Counseling and Wellness Center (CWC) offers a wide variety of services at no cost, including individual, couples, and group counseling (<https://counseling.ufl.edu/services/>). Counselors are available to meet online or by phone.

If you or a fellow student are in a crisis situation, you can call the CWC at 352-392-1575 or the Alachua County Crisis Center at 352-264-6789.

If there is an immediate threat to you or another person's physical safety, you should call 911 or go to the nearest emergency room immediately.

### **Teacher Evaluations:**

The University expects students to provide feedback on the quality of instruction in this course based on a variety of criteria. These evaluations, called GatorEvals, are typically open during the last two weeks of the semester, and students will be notified via email and Canvas notifications when they are open. GatorEvals can also be accessed directly at <https://ufl.bluer.com/ufl/>. Summary results of these evaluations are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

GatorEvals are primarily used in three ways: the Professor's annual performance review, the Professor's Tenure and Promotion materials, and/or for teaching and mentoring awards. In other words, the audience for these evaluations are professors and administrators. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>.

The Professor may also request anonymous feedback from students during the semester. These evaluations give current students an opportunity to provide feedback that might improve their course experience before the semester ends. The Professor will review these evaluations, and may make changes to the course based on the feedback provided.