Syllabus

**KINE-9920: PhD Independent Study**

Term: \_\_\_\_\_\_\_\_\_ Year: \_\_\_\_\_\_\_\_\_\_\_

# Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**KINE-9920 Supervisor Name (printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**KINE-9920 Supervisor Department/Faculty: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**KINE-9920 Supervisor Building/Office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**KINE-9920 Supervisor Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Office Hours [Day(s)/Time(s)]: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

KINE-9920 Co-supervisor(s) (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

KINE-9920 Co-supervisor(s) Department(s)/Faculty(ies):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

KINE-9920 Co-supervisor(s) Building/Office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

KINE-9920 Co-supervisor(s) Email(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Office Hours [Day(s)/Time(s)]: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# KINE-9920 Course Description:

An independent study conducted under the guidance of a graduate faculty member. The student will engage in research on a discipline relevant issue, using relevant data set(s), leading to the production of a final project. This course cannot be used as a review of literature for dissertation. (Prerequisite: consent of the instructor).

# KINE-9920 Relevant Information:

* If your work is not completed within the semester, you will receive a grade of IN. However, you will need an assigned grade within 12 months.

# KINE-9920 Rationale (including references):

# Characteristics of a University of Windsor Graduate

The University of Windsor graduate will have the ability to demonstrate:

1. the acquisition, application and integration of knowledge
2. research skills, including the ability to define problems and access, retrieve and evaluate information (information literacy)
3. critical thinking and problem-solving skills
4. literacy and numeracy skills
5. responsible behaviour to self, others and society
6. interpersonal and communications skills
7. teamwork, and personal and group leadership skills
8. creativity and aesthetic appreciation
9. the ability and desire for continuous learning

# KINE-9920 Learning Outcomes:

|  |  |  |
| --- | --- | --- |
| **#** | **Learning Outcome** | **UGA** |
| LO1 | identify and discuss current discipline-relevant issues in Kinesiology | A |
| LO2 | construct relevant research questions | B |
| LO3 | design and conduct a theoretically sound research study | B |
| LO4 | relate the findings of research to discipline-relevant literature | B |
| LO5 | constructively assess discipline-relevant research literature | C |
| LO6 | troubleshoot problems in data collection and analysis | C |
| LO7 | develop research projects pertaining to his or her particular area of interest | DF |
| LO8 | communicate clearly, integrating relevant literature with his or her own ideas | D |
| LO9 | produce well-grounded, theoretically sound explanations for his or her research findings | D |
| LO10 | develop research ideas using appropriate ethical guidelines | E |
| LO11 | utilize effective verbal and written communication to present ideas and research findings | F |
| LO12 | work successfully with peers, mentors and community organizations | G |
| LO13 | employ an aesthetic display of research findings | H |
| LO14 | assess the role of research in the practice of Kinesiology | I |

# KINE-9920 Assignments/Assessments:

For regulations regarding the grading of graduate courses, please see Bylaw 55: [www.uwindsor.ca/policies](http://www.uwindsor.ca/policies). In the spirit of Bylaw 55, meaningful feedback to students must be provided constituting a minimum 20% of the final grade at least two (2) days prior to the voluntary withdrawal deadline.

The supervisor and/or co-supervisors must indicate the assessments and due dates associated with the KINE-9920 course and how these assignment/assessments link to the course learning outcomes. Each item can be associated with several learning outcomes, but ALL learning outcomes must be addressed.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Assessment  Description | Due Date | Weighting (%) | LO1 | LO2 | LO3 | LO4 | LO5 | LO6 | LO7 | LO8 | LO9 | LO10 | LO11 | LO12 | LO13 | LO14 |
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| **Knowledge Translation (see Below)** |  | 20% |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Learning Outcome Addressed (all columns must be checked) | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Last day to voluntarily withdraw from course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# KINE-9920 Knowledge Translation

Knowledge Translation is typically defined as a “dynamic and iterative process that includes synthesis, dissemination, exchange and ethically-sound application of knowledge” (Canadian Institutes of Health Research, 2009).

A knowledge-user is someone who can use the knowledge that you have generated through independent study to make informed decisions about some aspect of their or society’s lives, professions, research, programs, education, etc.

For the PhD independent study, the component of knowledge translation that is most important is tailoring and telling people about your study and/or results. In consideration of the above, it is essential that:

* you consider how and why the study is important for knowledge users.
* your study and/or results are tailored and presented in a way that knowledge users will find the information relevant, meaningful, and accessible.

Some examples of knowledge translation include, but are not limited to:

* giving oral presentations
* writing journal articles
* creating white or green papers
* press releases
* publishing infographics
* writing information through the web (blogs, press books, etc.)
* elevator pitch paper or video

# KINE-9920 Grading Expectations:

Independent Study courses are unique in the arrangement between a Faculty supervisor and student that involves considerable independent study and mentorship. Per the *Policy on Grading and Calculation of Averages*, the following grades are possible. Note that in the Department of Kinesiology, any grade below 70% will NOT be given with Credit.

|  |  |  |
| --- | --- | --- |
| **University of Windsor Percentage Grade Range** | **Corresponding Graduate Letter Grade** | **Graduate Descriptor** |
| 90-100 | A+ | Excellent |
| 85-89.9 | A |
| 80-84.9 | A |
| 77-79.9 | B+ | Good |
| 73-76.9 | B |
| 70-72.9 | B |
| 67-69.9 | C+ | No Credit |
| 63-66.9 | C |
| 60-62.9 | C |
| 57-59.9 | F |
| 53-56.9 | F |
| 50-52.9 | F |
| 0-49.9 | F |
| IN |  | Incomplete |
| NR |  | No Record |
| AEG |  | Aegrotat Standing |
| P / NP |  | Pass / Non-Pass |

Aegrotat Standing is the exceptional granting of credit for a course based on the successful completion of the majority of the assignments/evaluations, as defined under the appropriate Faculty policy, following a positive review of a student’s request for consideration based on health, bereavement, or extenuating circumstances. Aegrotat Standing (AEG) notations are recorded on the transcript but have no numeric grade equivalent. [\*where credit cannot be granted, an NP will be assigned.]

It is important to note that KINE-9920 is expected to be completed over one semester. As such, grades should be issued within the required grade reporting period for the semester in which the student is enrolled. The granting of an Incomplete (IN) grade must follow discussion between the student and the course instructor concerning the nature of the work to be completed and the time period for completion. Courses recorded as Incomplete must be completed and a grade reported within twelve months of the original due date unless an earlier deadline has been established. If such courses are not completed within twelve months, they will be permanently designated as Incomplete on the student's transcript. Normally, a student may carry only one Incomplete grade at a time. Graduate students carrying more than one Incomplete grade at the end of a term will have their progress reviewed by their program chair, and a recommendation will be forwarded in each case to the Office of Graduate Studies. Incomplete grades are normally not granted for major papers, theses or dissertations.

# General Expectations and Professionalism

## Attendance and punctuality

* Attendance at supervisor/co-supervisor directed individual meetings, lab meetings, departmental seminars, conferences, etc. is critical to student success; independent study courses require as much or greater time commitment than a typical graduate course and students should take every opportunity to learn in a post-graduate environment that includes discussion with peers, mentors, and scholars in and outside of the university. If a student is going to miss a meeting or other event associated with this, they should inform the supervisor/co-supervisor(s) well in advance and make all attempts to reschedule.

## Communication

* Communication between supervisor/co-supervisor and student is paramount to succeed in this course. It is strongly advised that students and supervisor/co-supervisors establish routine communications (e.g., weekly meetings). These communications should regularly consist of real-time meetings (i.e., telephone, face-to-face or virtual) and supplemented with asynchronous (e.g., email) communications. Only emails sent from a “uwindsor” email address will be responded to. Emails should be sent with courtesy, including:
  + an informative subject line
  + a salutation (e.g., Hello Dr. Name)
  + a body,
  + a closing (e.g., Best regards, Name).

## Academic Integrity

* Students should familiarize themselves with the “Policy on Student Code of Conduct” ([www.uwindsor.ca/policies](http://www.uwindsor.ca/policies)).
* Per the “Principles” of the “Policy on Student Code of Conduct”:
  + *The University of Windsor is a community of scholars committed to the motto of: Goodness, Discipline, and Knowledge. As in any community, integrity is the foundation upon which all else is built. Fundamentally, a university is a place where those eager to learn gather to advance knowledge in an open, accepting and friendly manner with a goal to making important contributions to society.* 
    - *It is a place where freedom of expression is protected vigorously and uncompromisingly and where civility of expression in word and deed is the code of conduct.*
    - *It is a place where all people are treated fairly without concern to religion, race, colour, national origin, sex, sexual orientation, disability or age.*
  + *As such, students are expected to commit to a code of behaviour that stresses respect for the dignity and individuality of all persons, and the rights and property of others. They are expected to practice personal and academic integrity, to take responsibility for their own personal and academic commitments, and to contribute to the University community to gain fair, cooperative and honest inquiry and learning. They are also expected to respect and strive to learn from differences in people, ideas, and opinions, and refrain from and discourage behaviours which threaten the freedom and respect that every individual deserves.*
  + *All students, student groups, and organizations have the responsibility to maintain a high standard of conduct based on these principles. It is important to understand that transgressing the code of behaviour or assisting others in a transgression are equally wrong. Students are expected to be individually responsible for their actions whether acting individually or in a group. All students should know that the Senate Bylaw on Academic Integrity (Bylaw 31:* [*www.uwindsor.ca/policies*](http://www.uwindsor.ca/policies)*) addresses this issue as it relates to academic misconduct and all students should be familiar with the content of this Bylaw. Further, students should know that non-academic misconduct is addressed under the purview of the Board.*
* Per the University of Windsor “Bylaw 31: Student Affairs and Integrity”:
  + ***Plagiarism:*** *the act of copying, reproducing or paraphrasing portions of someone else's published or unpublished material (from any source, including the internet), without proper acknowledgement. Plagiarism applies to all intellectual endeavours: creation and presentation of music, drawings, designs, dance, photography and other artistic and technical works. In the case of oral presentations, the use of material that is not one’s own, without proper acknowledgment or attribution, constitutes plagiarism and, hence, academic dishonesty. (Students have the responsibility to learn and use the conventions of documentation as accepted in their area of study.)*

# Feeling Overwhelmed?

From time to time, students face obstacles that can affect academic performance. If you experience difficulties and need help, it is important to reach out to someone.

For help addressing mental or physical health concerns on campus, contact (519) 253-3000:

* Student Health Services at ext. 7002 (<http://www.uwindsor.ca/studenthealthservices/>)
* Student Counselling Centre at ext. 4616 (<http://www.uwindsor.ca/studentcounselling/>)
* Peer Support Centre at ext. 4551

24 Hour Support is Available

My Student Support Program (MySSP) is an immediate and fully confidential 24/7 mental health support that can be accessed for free through chat, online, and telephone. This service is available to all University of Windsor students and offered in over 30 languages.

* Call: 1-844-451-9700;
* Visit <https://keepmesafe.myissp.com/> ; or
* Download the My SSP app: Apple App Store/Google Play

A full list of on- and off-campus resources is available at <http://www.uwindsor.ca/wellness>.

Should you need to request alternative accommodation contact your instructor, head, or associate dean.

# Signatures:

By signing below, all parties acknowledge having read and agreed to the terms set out in this syllabus.

***According to Bylaw 55:*** [www.uwindsor.ca/policies](http://www.uwindsor.ca/policies), this syllabus must be presented to the student by the first day of each course, and ***signed by all parties and submitted to the graduate secretary prior to noon on the day before the add/drop deadline for the semester in which this course is to be completed.***

Signature of Student:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of PhD Supervisor:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Independent Study Supervisor (*if different than above*):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Independent Study Co-Supervisor(s) (*if applicable*):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Associate Dean of Research and Graduate Studies – Human Kinetics (or designate):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_