POS 3703 - Scope and Methods of Political Science

Section: 0002

College of Sciences

School of Politics, Security, and Intl Affairs

Course Information

Term: Spring 2025
Class Meeting Days: TR
Class Meeting Time: 12:00 - 13:20
Class Meeting Location: HPH O310
Modality: P
Credit Hours: 3.00

Combined Section Information

This syllabus applies to sections POS 3703 0002, POS 3703 0003.

Section Meeting Information

Combined Course Details

This syllabus applies to POS 3703 0002, POS 3703 0003.

Instructor Information

Lynne Gleiber

Office Location: HPH 0310
Office Hours:
TR 11 am - 12 pm
Email: Lynne.Gleiber@ucf.edu

Course Description

POS 3703 COS-POLS 3(3,0) Scope and Methods of Political Science: PR: POS 2041 or C.I. The scope and methodology of political analysis. Extensive examination of the discipline, research design and methodology. Fall, Spring.

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This course will examine techniques and concepts essential for conducting and understanding research in political science. It addresses fundamental components of analysis in political science and statistical techniques that are used. Students will be assigned readings from the required textbook, which will need to be completed in order to be prepared for class. In addition to discussion of the concepts that are introduced in the reading assignments exercises using SPSS and Microsoft Excel will be given.

Student Learning Outcomes

After successful completion of this course, students will be able to:

- Students who successfully complete the course will have obtained:
  - Knowledge of the discipline of political science
  - Knowledge of the application of the scientific method in the context of social science research
  - Knowledge of the main components of quantitative research methods used by political scientist

- Ability to understand political analysis
- Understanding of the use of statistical packages such as SPSS and the ability to construct models of analysis and interpret results of analysis

Course Materials and Resources

Political Science Research Methods
ISBN: 9781544358024
Authors: Janet Buttolph Johnson, H. T. Reynolds, Jason D. Mycoff
Publisher: CQ Press
Publication Date: 2019-07-04
Edition: 9th

Course Assessment and Grading Procedure

Three exams will be given: two during the semester and one cumulative final exam. Questions will be based on information covered in the textbooks as well as material presented during class lectures, presentations, and discussions. Graded work connected to modules will be given. No one will be permitted to take an exam once other students have finished and left the classroom.

In the interest of fairness to all students, extra credit work will not be given. If a student misses an exam, they must provide sufficient justification for doing so (e.g., a documented emergency) to qualify for a make-up-exam. If documentation is not provided a make-up exam will not be given. It is the responsibility of the student to contact me (by telephone, voice mail or e-mail) before or immediately after the missed exam to discuss the possibility of being given a make-up exam**.**

Grading Scale

Letter Grade	Percentage
A	94-100%

Letter Grade	Percentage
A-	90-93%
B+	87-89%
B	84-86%
B-	80-83%
C+	77-79%
C	74-76%
C-	70-73%
D+	67-69%
D	64-66%
D-	61-63%
F	0-60%

Policies for Course Grade

Makeup Work Policy

- **I**f a student misses an exam, they may take a make-up exam with documentation of an emergency. They must contact me within 24 hours of the missed assignment or exam via email.
- If a student misses the due date of a weekly assignment, (not including exams) they may turn it in up to one week late. The grade will be reduced by 5% per day late.

Attendance

Attendance is part of the final grade. If a student comes to class late they should speak with me after class to have their attendance for the day updated.

Course Accessibility

The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. Students with disabilities who need access to course content due to course design limitations should contact the professor as soon as possible. Students should also connect with Student Accessibility Services (SAS) (Ferrell Commons 185, sas@ucf.edu, phone 407-823-2371). For students connected with SAS, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential course access and accommodations that might be necessary and reasonable. Determining reasonable access and accommodations requires consideration of the course design, course learning objectives and the individual academic and course barriers experienced by the student. Further conversation with SAS, faculty and the student may be warranted to ensure an accessible course experience.

Academic Integrity

Students should familiarize themselves with UCF's Code of Conduct at Student Conduct and Integrity Office. According to Section 1, "Academic Misconduct," students are prohibited from engaging in:

a. Academic misconduct is defined as any submitted work or behavior that obstructs the instructor of record's ability to accurately assess the student's understanding or completion of the course materials or degree requirements (e.g., assignment, quiz, and/or exam). Examples of academic misconduct include but are not limited to: plagiarism, unauthorized assistance to complete an academic exercise; unauthorized communication with others during an examination, course assignment, or project; falsifying or misrepresenting academic work; providing misleading information to create a personal advantage to complete course/degree requirements; or multiple submission(s) of academic work without permission of the instructor of record.

b. Any student who knowingly helps another violate academic behavior standards is also in violation of the standards.

c. Commercial Use of Academic Material. Selling of course material to another person and/or uploading course material to a third-party vendor without authorization or without the express written permission of the University and the instructor of record. Course materials include but are not limited to class notes, the instructor of record's

slide deck, tests, quizzes, labs, instruction sheets, homework, study guides, and handouts.

d. Soliciting assistance with academic coursework and/or degree requirements. The solicitation of assistance with an assignment, lab, quiz, test, paper, etc., without authorization of the instructor of record or designee is prohibited. This includes but is not limited to asking for answers to a quiz, trading answers, or offering to pay another to complete an assignment. It is considered Academic Misconduct to solicit assistance with academic coursework and/or degree requirements, even if the solicitation did not yield actual assistance (for example, if there was no response to the solicitation).

Responses to Academic Dishonesty, Plagiarism, or Cheating

Students should also familiarize themselves with the procedures for academic misconduct in UCF's student handbook, *The Golden Rule*. UCF faculty members have a responsibility for students' education and the value of a UCF degree, and so seek to prevent unethical behavior and respond to academic misconduct when necessary. Penalties for violating rules, policies, and instructions within this course can range from a zero on the exercise to an "F" letter grade in the course. In addition, an Academic Misconduct report could be filed with the Office of Student Conduct and Academic Integrity, which could lead to disciplinary warning, disciplinary probation, or deferred suspension or separation from the University through suspension, dismissal, or expulsion with the addition of a "Z" designation on one's transcript.

Being found in violation of academic conduct standards could result in a student having to disclose such behavior on a graduate school application, being removed from a leadership position within a student organization, the recipient of scholarships, participation in University activities such as study abroad, internships, etc.

Let's avoid all of this by demonstrating values of honesty, trust, and integrity. No grade is worth compromising your integrity and moving your moral compass. Stay true to doing the right thing: take the zero, not a shortcut.

Title IX

Title IX prohibits sex discrimination, including sexual misconduct, sexual violence, sexual harassment, and retaliation. If you or someone you know has been harassed or

assaulted, you can find resources available to support the victim, including confidential resources and information concerning reporting options at Let's Be Clear and UCF Cares.

For more information on diversity and inclusion, Title IX, accessibility, or UCF's complaint processes contact:

- Title IX – OIE – Office of Institutional Equity & askanadvocate@ucf.edu
- Disability Accommodation – Student Accessibility Services – Student Accessibility Services & sas@ucf.edu
- Access and Community Engagement (including the Ginsberg Center for Inclusion and Community Engagement, Military and Veteran Student Success, and HSI Initiatives)
- UCF Compliance and Ethics Office – Compliance, Ethics, and Risk Office & complianceandethics@ucf.edu
- The Ombuds Office is a safe place to discuss concerns.

Reporting an Incident or Issue

If you believe you have experienced abusive or discriminatory behavior by any faculty of staff member, contact the Office of Institutional Equity online or at 407-823-1336. You can also choose to report using the UCF Integrity Line and can report anonymously or as yourself at 1-855-877-6049 or using the online form. UCF cares about you and takes every report seriously. For more information see the Reporting an Incident or Issue Webpage.

Deployed Active-Duty Military Students

Students who are deployed active duty military and/or National Guard personnel and require accommodation should contact their instructors as soon as possible after the semester begins and/or after they receive notification of deployment to make related arrangements.

Campus Safety

At UCF Public Safety and Police, safety is the top priority. Emergencies on campus are rare, but if one should arise, it's important to be familiar with some basic safety and security concepts.

- In an emergency, always dial 911.
- Every UCF classroom has an **Emergency Procedure Guide** posted on a wall near the door, which will show you how to respond to a variety of situations. This guide can also be found online here.
- In the event of an active threat, remember **AVOID, DENY, DEFEND**. Choose the best course of action and act immediately. Watch the video here to learn more.
    - **AVOID**. Pay attention to your surroundings and have an exit plan. Get as much distance and as many barriers between you and the threat as quickly as possible.
    - **DENY.** When avoiding is difficult or impossible, deny the threat access to you and your space. Lockdown by creating barriers, turning the lights off and remaining quiet and out of sight. Make sure your cell phone is silenced, but do not turn it off.
    - **DEFEND.** When you are unable to put distance between yourself and the threat, be prepared to protect yourself. Commit to your actions, be aggressive and do not fight fairly. Do whatever it takes to survive.
- For emergencies on campus, UCF will utilize the UCF Alert system. All UCF students, faculty and staff are automatically enrolled to receive these email and text alerts, however, it's a good idea to frequently ensure your contact information is up to date.

Financial Aid Accountability

All instructors/faculty are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please complete this activity by the end of the first week of classes or as soon as possible after adding the course. Failure to do so may result in a delay in the disbursement of your financial aid.

Class Schedule

Week	Topic
1	Jan 6
2	Jan 13
3	Jan 20
4	Jan 27
5	Feb 3
6	Feb 10
7	Feb 17
8	Feb 24
9	Mar 3
10	Mar 10
11	Mar 17
12	Mar 24
13	Mar 31
14	Apr 7
15	Apr 14
16	Apr 21

Classroom Environment and Learning Resources

- All students are expected to conduct themselves appropriately during class. This includes refraining from extraneous conversations and activities such as texting.
- The desktop computers should be used for work during class.
- Students will have a 10 minute break midway through the class.
- Interactive activities will take place in class to allow students to discuss research with each other. Students can choose to work alone during these activities. Presentations are usually required but, no one will be required to speak or present.
- Ungraded practice activities will take place during classes each week to allow students to develop skills.
- Assignments and due dates are listed on the syllabus as of the first day of class. Minor adjustments may occur during the term if unexpected circumstances arise.

- Module pages for each week of the course list the learning objectives for the week.
- Notes from each lecture are posted on module pages for each week.
- For the writing assignment a rubric for the paper and links to APA style guide and writing samples appear on the course homepage.
- Students may use non-electronic earplugs for testing.
- Unexpected circumstances arise for all of us. In the interest of offering a optimal educational experience, flexibility is offered to facilitate success in special circumstances.
- All classes will begin with a statement of the agenda of learning objectives.

Grade distribution

Weekly assignments combined and attendance	40%
Final Exam	20%
Exam 1	20%
Exam 2	20%