Research and Evaluation Methodology

Student Handbook

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Introduction to the REM Program

Program Areas:

- Ph.D. in REM

- M.A.E. in REM

- Ed.D. in REM

- M.Ed. in REM

- M.A.E. in Program Evaluation

Website: https://education.ufl.edu/research-evaluation-methods/

Faculty:

- Dr. Bhattacharya– Professor and Coordinator of Qualitative Programs

- Dr. Huggins-Manley– Associate Professor

- Dr. Leite– Professor and Program Coordinator (except for M.A.E. in Program Evaluation)

- Dr. Li– Assistant Professor

- Dr. MacInnes– Lecturer

- Dr. Miller– Professor and School Director

- Dr. Frierson– Professor

- Dr. Seraphine– Clinical Faculty and Program Coordinator of M.A.E. in Program Evaluation

- Dr. Shin– Assistant Professor

- Dr. Zhao– Assistant Professor

Expectations and Opportunities, year-by-year

Each Year:

- Develop/refine an Individual Doctoral Plan (IDP)
    - This serves as your mechanism of annual evaluation
    - This is required for all REM students
    - It is the student's responsibility to maintain an updated IDP
- Obtain B+ or higher in all coursework
- Pursue independent learning of statistical packages
- Pursue independent reading of textbooks and articles
- Attend at least one professional conference
- Work with at least one research group
- Attend all REM colloquia and social events
- Attend workshops for graduate students
- For international students, take the UF SPEAK Test (https://ase.ufl.edu/)

Year 1:

- Locate desired job market and structure a monitoring plan
- Attend six-week academic writing course (international students)
- Complete Plagiarism Certification Test
- Masters– Decide on area and/or topic of thesis
- Doctoral– Decide on minor, if applicable

Year 2:

- Assign a permanent advisor (if applicable)
- Designate thesis/dissertation committee
- Complete program plan
- Complete all credit transfers (if applicable)
- Complete at least one independent study course
- Masters– conduct and defend thesis
- Doctoral– present a poster or paper at a conference

Year 3 (Doctoral only):

- Complete major coursework
- Develop publishable work from projects in advanced courses
- Pass qualifying exam
- Decide on topic of dissertation
- Present a poster or paper at a conference
- Submit a paper for publication

Years 4 and 5 (Doctoral only):

- Submit a paper for publication
- Propose, conduct, and defend dissertation

UF Student Honor Code and Plagiarism

- The Honor Pledge:

We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity. On all work submitted for credit by students at the university, the following pledge is either required or implied: On my honor, I have neither given nor received unauthorized aid in doing this assignment.

This Honor Pledge extends to all written material produced by a REM student throughout the program, whether for course credit or otherwise.

- Complete UF Student Honor Code:

https://catalog.ufl.edu/ugrad/1516/advising/info/student-honor-code.aspx

- Ethics for Research Authors:

http://authorservices.taylorandfrancis.com/custom/uploads/2015/06/ethics-infographic.pdf

- National Science Foundation's Responsible Conduct of Research (RCR):

https://www.nsf.gov/bfa/dias/policy/rcr.jsp

- Plagiarism Tutorial and Test (Required):

https://www.indiana.edu/~academy/firstPrinciples/index.html

- 9 Areas of Responsible Conduct of Research

http://www.apa.org/research/responsible/index.aspx

Writing Expectations

- All REM students are expected to become proficient in English, academic writing

- Faculty are available to guide your writing, but not to do it for you

- Students are responsible for editing or hiring an editor as needed

- The UF Writing Program and the UF Writing Studio offers many resources for students, including but not limited to editorial assistance:

https://writing.ufl.edu/writing-studio/

- UF Course for non-Native English Speakers:

https://eli.ufl.edu/information/academic-information/academic-written-english/

Publishing, Conference Presentations, and Working with Faculty Members on Research

Throughout your program, you will work with your advisor and other faculty on their research projects and your own research projects. Some expectations during the research process are:

- All statistical code that you write should be documented clearly and shared with the faculty member prior to any form of dissemination.

- We encourage you to make use of HyperGator for conducting your research simulations, and you can secure an account through your faculty advisor.

- Students should make physical use of the REM computer labs, using remote connect only when necessary.

- As a graduate student working on a faculty member's research project, you are not to submit, present, or publish any research related to that project without explicit faculty approval. All of these research dissemination efforts must go through the faculty member for approval.

- When you are working on your own research project, you must still seek the approval of your faculty advisor prior to disseminating the work through any form of presentation or publication.

- When submitting research to a conference as a poster or paper, it is strongly recommended that you only submit a proposal after the project is complete. For guidance on each project, check with your faculty advisor.

- Not showing up and/or cancelling a presentation that has been accepted for a conference is unacceptable.

- When you want faculty (including thesis and dissertation committee members) to read your written manuscripts, you must allow two weeks for their review.

- Always remember to honor all data security policies, which may vary from project to project.

Service Participation

REM students are expected to be active in academic service roles. This includes but is not limited to:

- Joining a student organization at the University, such as the Graduate Student Council (http://gsc.sg.ufl.edu/)

- Becoming a leader of a UF student organization

- Serving as a graduate student representative or other leadership position for the American Educational Research Association, the National Council on Measurement in Education, the Psychometric Society, the Florida Educational Research Association, the Society for Research on Educational Effectiveness, the International Education Association, or other relevant professional organizations

- Joining Special Interest Groups (SIGS), such as those associated with the American Educational Research Association (http://www.aera.net/About-AERA/Member-Constituents/SIGs) or the National Council on Measurement in Education (https://www.ncme.org/about/ncme-sigimie)

Course Registration, Committee Meetings, and Working with the HDOSE Staff

- Be proactive about course registration. Specifically, anticipate the date that registration opens through the UF academic calendars, request course permissions prior to the opening of registration, and register for courses as early as possible (including independent study courses). Meet with your advisor well before registration opens if you are not sure which courses you plan to take.

- HDOSE staff (e.g., Angela Rowe, James Dean) manage a very large number of students and departmental activities, so be sure to give them plenty of time to respond to emails and other requests. Be proactive so that the requests that you make of them are not last minute.

- For your formal committee meetings (e.g., dissertation defense), be sure to plan the meetings far in advance and be sure to bring all of your formal signature papers to those meetings.

- When scheduling any formal committee meeting (i.e., exam, proposal defense, defense), please contact Angela Rowe so she can prepare your papers, obtain all information she needs from you, and make public announcements as necessary.

Internships

Many REM students desire to obtain (summer) internship positions. REM faculty encourage students to pursue these opportunities, although they are not required for degree completion. Below are some resources for locating internship opportunities.

- AERA– Division D Postings:

http://www.aera.net/Division-D/Professional-Development-Opportunities

- NCME Postings:

https://www.ncme.org/ncme/NCME/Resource_Center/CareerCenter/Internships.aspx?WebsiteKey=6ead0186-90e2-47a9-b111-d705f8dd5270

- See the REM website for additional information on finding psychometric-related summer internships

Additional Resources

- REM Journals at Education Library:

http://guides.uflib.ufl.edu/c.php?g=350552&p=2370902

- UF Research Computing (and HyperGator):

https://www.rc.ufl.edu/

- UF Graduate School:

http://graduateschool.ufl.edu/

- UF International Center:

https://www.ufic.ufl.edu/

- Graduate Student Council:

http://gsc.sg.ufl.edu/

- Disability Resource Center:

https://drc.dso.ufl.edu/

- Student Health Care Center:

https://shcc.ufl.edu/

- UF Informatics Institute

https://informatics.institute.ufl.edu/