University of North Carolina at Charlotte
BDBA8120 Professional Issues I – Fall 2017

Professors: Drs. Rogelberg, Kohut, Park, Arnold, Stylianou
Meeting Time*: 8:00 to 5:00.*   **Room**: *Center City*
Office Hours*: By appointment*
Contact Information:
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Focus of the Course: Introduction to the principles of scholarly research for both academic and industry settings, including ethics and research integrity, navigating scholarly literature, focusing on research and teaching excellence.

Objectives
Knowledge-oriented goals
1. Understanding the aims and purposes of academe
2. Understanding pedagogical theory and best teaching practices
3. Understanding principles of sound academic research
4. Understanding principles of academic publishing
5. Understanding professional ethics in academe

Skills-oriented goals:
1. Ability to write a *curriculum vitae*
2. Ability to write high quality reviews of academic papers
3. Ability to understand and avoid ethical conflicts of interest
4. Ability to utilize best practices in research integrity

Expectations
1. Complete online assignments prior to each class meeting. Some occur prior to each class meeting and some occur after a class meeting.
2. Carefully read and be prepared to discuss all required readings prior to each class meeting. Some modules require reading to be done after the class meeting as well.

Course Design
Session Format
    We will meet once a month for 5 months. A different faculty member will lead each class day. Everyone is expected to participate actively during the sessions. To facilitate this, required readings will be assigned and must be read prior to each session. In some modules, students will be asked to engage in an online discussion on the topics outside of class using a discussion forum format and to

create a "reflection" blog.

Bibliography

Beside the required readings, additional optional readings will be identified. Students are encouraged to explore each topic further using these readings.

Individual Assignments

Please refer to the specific assignments outlined by the respective instructors.

Grading

Each of the five modules will be allocated 20% of the grade. Please refer to the Canvas course website for the specific allocation of that weight for each module.

Course Information & Guidelines

1. **Attendance.** Attendance is mandatory. Missing a class is equivalent to missing 20% of the semester. Late arrival or early departure will count as an absence. An absence, unless due to medical conditions and approved by student services, will result in a **FAIL** of the class.
2. **Diversity.** The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.
3. **Disability Accommodations.** Students in this course seeking accommodations to disabilities must first consult with the Office of Disability Services and follow the instructions of that office for obtaining accommodations. If you have a disability that qualifies you for academic accommodations, please provide a letter of accommodation from the Office of Disability Services. For more information regarding accommodations, please contact the Office of Disability Services at 704.687.4355 or stop by their office in 230 Fretwell.
4. **Severe Weather.** In case classes are cancelled due to severe weather, the DBA program has designated make-up days for each semester.
5. **Classroom expectations**. This syllabus contains the policies and expectations we have established for this course. Please read the entire syllabus carefully before continuing in this course. These policies and expectations are intended to create a productive learning atmosphere for all students. Students who fail to abide by these policies and expectations, risk losing the opportunity to participate further in the course. The standards and requirements set forth in this syllabus may be modified at any time by the instructor. Notice of such changes will be by announcement in class and/or by changes to this syllabus posted on the course Canvas website.
6. **Orderly and productive classroom conduct**. We will conduct this class in an atmosphere of mutual respect. We encourage your active participation in class discussions as well as online. Each of us may have strongly differing opinions on the various topics of class discussions. The orderly questioning of the ideas of others, including the faculty, is welcome. However, we will exercise our responsibility to manage the discussions so that ideas and argument can proceed in an orderly fashion.
7. **Academic integrity.** Cheating and disruptive behavior have significant consequences. All students are required to read and abide by the Code of Student Academic Integrity, which governs student behavior relating to academic work. Violations of the Code of Student Academic Integrity, including plagiarism, will result in disciplinary action as provided in the Code.

Definitions and examples of plagiarism are set forth in the Code. The Code is available from the Dean of Students Office or online at: http://www.legal.uncc.edu/policies/ps-105.html (also see http://integrity.uncc.edu/). All UNC Charlotte students are expected to be familiar with the Code and to conduct themselves in accord with these requirements. To clarify, any academic dishonesty can result in a grade of F for the course. Academic dishonesty also pertains to violating the "rules" of this syllabus. Anyone violating this policy will receive an F for the course.

8. **Materials**. All materials submitted as part of course requirements become the property of the instructor. Students desiring to retain copies of their work should make such copies before turning in their materials.

9. **Electronic devices in classroom.** Use of computing, communication, or other devices during the class time **for purposes other than those required for the class** is prohibited and may result in being asked to leave the classroom for the remainder of the class period. This includes the use of laptops, lab computers, phones or other devices for Internet browsing, game playing, reading news, emailing, texting, chatting, IM, Facebook, or other activities not required for the class. **Cellular phones and other communication devices <u>must be silenced AND stored away during class</u>**.

Tentative Schedule

Class Day	Date	Instructor	Topics

1	*16th July*	Steve Rogelberg	**Introduction**
			   a. Teaching/research synergy
			   b. The submission/revision process
			   c. Reviewing for journals
			   d. Research targets
			     i. Journals & journal quality
			     ii. Conferences
			   e. Teamwork

	1st August	Online Contact See Canvas for Updates	

2	*13th August*	Gary Kohut	**Teaching**
			   a. Becoming a teacher
			   b. Teaching approaches
			   c. Teaching and learning styles
			   d. Teaching large classes
			   e. Best practices
			   f. Developing innovative teaching materials
			   g. Teaching & scholarship connection

	1st of September	Online Contact See Canvas for Updates	

3	*10th September*	Sungjune Park	**Research**
			   a. Coming up with an idea
			   b. Development of research proposal
			   c. Types of research – qualitative, quantitative, modeling, experiments, etc.
			   d. Getting data
			     i. Sources
			     ii. Non-disclosure agreements
			     iii. Data security & privacy
			   e. Citation analysis
			   f. Co-authorship
			   g. Doing multi-disciplinary research

	1st of October	Online Contact See Canvas for Updates	

4	*15th October*	Denis Arnold	**Professional Ethics**
			   a. Ethics Codes
			   b. Conflicts of Interest
			   c. Research Ethics
			   d. The IRB approval process
			   e. Publication Ethics
			   f. Editing Ethics
			   g. Ethics Breakdowns in the Academy

	1st of November	Online Contact See Canvas for Updates	
5	*12th November*	Antonis Stylianou	**Academic Life**

			a. Being a Doctoral Student b. Academic Career Paths c. The Job Search d. The Academic Curriculum Vitae e. The Promotion & Tenure Process f. The Annual Evaluation Process g. Professional-Personal Life Balance h. Collaboration and Networking in Academia i. Academic Service j. The Faculty-Student Relationship
	1st of December	Online Contact See Canvas for Updates	