

G.

CULMINATION

About Section G...

This section addresses the fourth (and final) **major component** of the MS in Applied Technology (MSAT) Program—
The CULMINATION.

Subsections include...

- ▶ Introduction to Culminating INDEPENDENT STUDY/LEARNING
- ▶ Independent Work-based/Applied Project (applying one's track)
(AT-587)
- ▶ Independent Reflection In/On Practice Project
(AT-589)

Introduction to Culminating INDEPENDENT STUDY/LEARNING...

The culmination phase of the MSAT Program includes two application-based projects—one focused on one's ability to contribute as a **technology specialist** (per one's MSAT specialization area); and, one focused on one's ability to engage as a **reflective practitioner**.

Each project enables MSAT students to develop and demonstrate their ability to “fly solo” in terms of planning and executing independent investigation at an **advanced graduate-level**. Here, even as a pilot-trainee eventually *takes the helm of the cockpit* and demonstrates that he/she can effectively “fly” without a flight-instructor, so too an advanced graduate-learner (particularly in an APPLIED field) eventually *takes the helm* of deliberate study and demonstrates that he/she can effectively “learn and apply” without (or, at least, with minimal guidance from) a course instructor.

For each project, then, the Culmination Phase enables MSAT students—*nearing the end of their graduate study*—to further **develop and demonstrate** their *advanced* professional and graduate-level acumen with respect to the following key abilities:

- a. Ability to engage and sustain focused inquiry and investigation;
- b. Ability to explore and understand classic and current professional/scholarly literature; **[Note: Scholarly resources do not include Wikipedia, personal blogs or mainstream/pop-culture websites.]**
- c. Ability to identify, analyze and synthesize key findings from across multiple data-points;
- d. Ability to analyze current practice;
- e. Ability to bridge the gap between research/scholarship and practice—translating learnings into implications for action/application;
- f. Ability to build and present professional materials—professional in clarity, organization, grammar, citation formatting and polish; and,
- g. Ability to self-manage—engaging self-direction, motivation, initiative, accountability and follow-through.

► **WORK-BASED/Specialization-Applied Project (AT-587)**

AT-587 Independent Work-Based Project (4 cr)

In fulfillment of the approved project proposal, this project enables MSAT students to enhance and demonstrate their ability to investigate and contribute to (and/or problem-solve regarding) a work-based challenge applicable to their professional practice and MSAT track. In so doing, students deepen their self-managed inquiry, resourcefulness, initiative-taking and disciplined follow-through as advanced professionals. *[Each student is advised to delay registering for AT-587 until after his/her project proposal is officially approved. Thereafter, as a graduate culmination project, there are no class-sessions associated with AT-587. Each student is to follow directives outlined in the official project approval materials and initiate meetings with faculty advisors as needed.]*

To proceed with the **Independent Work-based/Applied Project (Specialization-Applied)**, students are to engage the following steps—**while refraining from registering for AT-587 until after Step 5 (below):**

Step 1: Foundation & Scope.

- Review page G-2 of this section of the MSAT Guidebook to ground your understanding regarding the aims and expectations of culminating independent study/learning within the MSAT Program.
- Read the *Independent Learning Product Assessment Form* (available in Section I of the MSAT Guidebook) to review assessment criteria applicable to this project.

Step 2: Purpose & Focus.

- Identify an **issue, concern, problem or challenge facing your MSAT technology specialization/track**—one that might benefit from some applied expertise (yours!). The issue, concern, problem or challenge may emanate from your own professional practice setting or the field in general. *[If interested in brainstorming possibilities, consult with the MSAT CDM Co-Coordinator—who also serves as the “lead advisor” regarding AT-587.]*

Step 3: Proposal Development.

- Develop a brief proposal document that includes the following:
 - a. your name and the title of your MSAT applied-technology specialization/track.
 - b. working title of your proposed project for AT-587.
 - c. description of the project—what’s the scope and aim/sought-outcome for this proposed project?
 - d. description of relevance—why/how is this proposed topic/focus relevant to your MSAT technology specialization/track?
 - e. description of application setting—who will benefit from this proposed project?
 - f. description of learning activities—what steps/process will you engage to accomplish the proposed project? (Please list at least 20 peer-reviewed scholarly articles—published within the last 10 years—that you propose to explore as you proceed.)
 - g. description of “deliverables”—what evidence/artifacts do you propose to submit for assessment of your learning and project completion? (Please briefly describe what each component of your deliverables will include.)

Step 4: Proposal Review.

- Send an email to both MSAT Co-Coordinators [*Dr. Russ Rogers (rrogers@depaul.edu); Dr. Terry Steinbach (tsteinbach@cdm.depaul.edu)*] requesting a meeting to review the proposal for AT-587.
- Distribute the proposal to both MSAT Co-Coordinators 48 hours in advance of the meeting.
- Facilitate the meeting.

Step 5: Official Memorandum of Agreement (MOA).

- Receive (via email from the MSAT Co-Coordinators) an official MOA pertaining to AT-587.
- Register for AT-587 after receiving your official MOA.

Step 6: Investigation/Study.

- Implement your investigation/learning strategies as outlined in the MOA.
- NOTE: Given the purpose of culmination projects at end of graduate study in general and of AT-587 in particular, there are no class sessions per se associated with AT-587. Each student is to follow the directives/guidance outlined in the official project approval materials and initiate meetings with faculty advisors as needed.

Step 7: Deliverables Development.

- Build “deliverables” (evolving from your study) in accordance with the MOA.
- Build “deliverables” as WORD documents.
- Consult criteria that will be used to eventually assess deliverables:
 - 1) -fulfilling sought outcomes outlined in the MOA...
 - 2) -demonstrating investigation across multiple data points...
 - 3) -developing a point of view that incorporates analysis and synthesis...
 - 4) -addressing application...consistent with best practices/standards of professional practice...
 - 5) -being well-organized, coherent, skillfully-executed and presented in sufficient detail...
 - 6) -demonstrating graduate-level polish...
 - 7) -including reflection on one’s learning process (addendum)...
 (See *Independent Learning Product Assessment Form* in MSAT Guidebook, Section I. Form can also be found under “Forms and Special Documents” at <http://snl.depaul.edu/student-resources/graduate-resources/Pages/default.aspx>.)

Step 8: Polish.

- Revisit the MOA to ensure inclusion of all parts.
- Revisit criteria for assessment to ensure adherence to such.
- Students wishing feedback (comments, no grade) regarding initial drafts of “deliverables” are advised to schedule such with either (or both) MSAT Co-Coordinator(s) sufficiently in advance of posted deadlines to enable review, input and subsequent refinement (as necessary).

Step 9: Assessment.

- Secure a copy of *Independent Learning Product Assessment Form*. (See MSAT Guidebook, Section I.)
- Complete student’s self-assessment portion of form.
- Submit form and all deliverables to the 2nd Assessor (MSAT CDM Co-Coordinator). [Note: After reviewing the deliverables and completing his/her portion of the form, the 2nd Assessor forwards the form and deliverables to the 3rd/final Assessor (MSAT SNL Co-Coordinator). The 3rd/final Assessor completes the assessment, assigns the grade (A-F) and forwards the final assessment to the student.
- For completion of the assessment process and grade posting within a current quarter, the final product(s) must be submitted along with the *Learning Product Assessment Form* no later than two weeks PRIOR to the last day of the quarter. If this deadline is missed, the work will be assessed and grade-posted as soon as possible and no later than the following quarter.

► REFLECTION IN/ON PRACTICE Project (AT-589)

AT-589 Independent Reflective-Practice Project (4 cr)

In fulfillment of the approved project proposal, this project enables MSAT students to engage and expand their professional practice as reflective practitioners. Students enhance their ability to describe and analyze a particular method or process of reflection and apply it or they describe and analyze a particular aspect of their professional practice and demonstrate improved functioning through focused/applied reflection. In so doing, students deepen their self-managed inquiry, resourcefulness, initiative-taking and disciplined follow-through as advanced professionals. *[Each student is advised to delay registering for AT-589 until after his/her project proposal is officially approved. Thereafter, as a graduate culmination project, there are no class-sessions associated with AT-589. Each student is to follow directives outlined in the official project approval materials and initiate meetings with faculty advisors as needed.]*

To proceed with the **Independent Reflection In/On Practice Project**, students are to engage the following steps—**while refraining from registering for AT-589 until after Step 5 (below):**

Step 1: Foundation & Scope.

- Review page G-2 of this section of the MSAT Guidebook to ground your understanding regarding the aims and expectations of culminating independent study/learning within the MSAT Program.
- Read the *Independent Learning Product Assessment Form* (available in Section I of the MSAT Guidebook) to review assessment criteria applicable to this project.

Step 2: Purpose & Focus.

- Identify either a particular **method of reflection** (applied to your professional practice) or a **particular aspect of your personal/professional performance that would benefit from some targeted study and applied reflection.** *[If interested in brainstorming possibilities, consult with the MSAT SNL Co-Coordinator—who also serves as the “lead advisor” regarding AT-589.]*

Step 3: Proposal Development.

- Develop a brief proposal document that includes the following:
 - a. your name and the title of your MSAT applied-technology specialization/track.
 - b. working title of your proposed project for AT-589.
 - c. description of the project—what’s the scope and aim/sought-outcome for this proposed project?
 - d. description of relevance—why/how is this proposed topic/focus relevant to reflection/reflective-practice?
 - e. description of learning activities—what steps/process will you engage to accomplish the proposed project? (Please list at least 20 peer-reviewed scholarly articles—published within the last 10 years—that you propose to explore as you proceed.)
 - f. description of “deliverables”—what evidence/artifacts do you propose to submit for assessment of your learning and project completion? (Please briefly describe what each component of your deliverables will include.)

Step 4: Proposal Review.

- Send an email to the MSAT SNL Coordinator [Dr. Russ Rogers (rrogers@depaul.edu)] requesting a meeting to review the proposal for AT-589.
- Distribute the proposal to the MSAT SNL Coordinator 48 hours in advance of the meeting.
- Facilitate the meeting.

Step 5: Official Memorandum of Agreement (MOA).

- Receive (via email from the MSAT SNL Coordinator) an official MOA pertaining to AT-589.
- Register for AT-589 after receiving your official MOA.

Step 6: Investigation/Study.

- Implement your investigation/learning strategies as outlined in the MOA.
- NOTE: Given the purpose of culmination projects at end of graduate study in general and of AT-589 in particular, there are no class sessions per se associated with AT-589. Each student is to follow the directives/guidance outlined in the official project approval materials and initiate meetings with faculty advisors as needed.

Step 7: Deliverables Development.

- Build “deliverables” (evolving from your study) in accordance with the MOA.
 - Build “deliverables” as WORD documents.
 - Consult criteria that will be used to eventually assess deliverables:
 - 1) -fulfilling sought outcomes outlined in the MOA...
 - 2) -demonstrating investigation across multiple data points...
 - 3) -developing a point of view that incorporates analysis and synthesis...
 - 4) -addressing application...consistent with best practices/standards of professional practice...
 - 5) -being well-organized, coherent, skillfully-executed and presented in sufficient detail...
 - 6) -demonstrating graduate-level polish...
 - 7) -including reflection on one’s learning process (addendum)...
- (See *Independent Learning Product Assessment Form* in MSAT Guidebook, Section I. Form can also be found under “Forms and Special Documents” at <http://snl.depaul.edu/student-resources/graduate-resources/Pages/default.aspx>.)

Step 8: Polish.

- Revisit the MOA to ensure inclusion of all parts.
- Revisit criteria for assessment to ensure adherence to such.
- Students wishing feedback (comments, no grade) regarding initial drafts of “deliverables” are advised to schedule such with the MSAT SNL Co-Coordinator sufficiently in advance of posted deadlines to enable review, input and subsequent refinement (as necessary).

Step 9: Assessment.

- Secure a copy of *Independent Learning Product Assessment Form*. (See MSAT Guidebook, Section I.)
- Complete student’s self-assessment portion of form.
- Submit form and all deliverables to the MSAT SNL Co-Coordinator who completes the assessment, assigns the grade (A-F) and forwards the final assessment to the student.
- For completion of the assessment process and grade posting within a current quarter, the final product(s) must be submitted along with the *Learning Product Assessment Form* no later than two weeks PRIOR to the last day of the quarter. If this deadline is missed, the work will be assessed and grade-posted as soon as possible and no later than the following quarter.