

CAPSTONE
INSS 5390, CRN #12858
MEETING TIMES : TBD
THE UNIVERSITY OF TEXAS AT EL PASO
FALL, 2020

I. INSTRUCTOR INFORMATION

Misty Duke, PhD

Office phone: 915-747-8573

Office hours: Mondays 9:00-12:00 am, Kelly Hall, Room 218

Email: mcduke@utep.edu

Note: office hours will be held remotely by appointment until the University transitions to the “low density” phase of access.

II. TEXTBOOK

Reading assignments may be assigned by the instructor as needed.

III. COURSE OBJECTIVES

Upon satisfactory completion of this course, the student will be able to:

- A. Develop an in-depth understanding of a topic in the field of security studies through research methodology.
- B. Demonstrate an understanding of quantitative, qualitative, or mixed-methods research as it applies to the field of security studies.
- C. Learn and practice acceptable skills for writing research reports.

IV. COURSE DESCRIPTION

Requires students to integrate and apply core knowledge and research skills to the analysis of a national security and intelligence problem. This course is to be taken in the student's final year in the program.

V. COURSE REQUIREMENTS

Students are required to produce an applied research paper on a topic within the field of intelligence and national security studies, broadly defined. Students will focus their project on a specific intelligence or national security issue. Students are encouraged to employ structured analytic techniques and/or established social science methodologies in developing their capstone project. Students choose their own capstone project based upon their academic and intellectual interests and the approval of their faculty supervisor. The capstone involves an

applied research project requiring faculty guidance. However, it is the responsibility of the student to conduct their own research and write their project paper independently.

Students will develop initially a research proposal no longer than 1 page (single-spaced, 12 font, Arial or Times New Roman). The research proposal will include all of the following elements: 1.) a research question, 2.) a paragraph providing background information about the topic, 3.) a few sentences explaining the significance and relevance of the problem, and 4.) a paragraph explaining the research design and research strategy.

Students will then produce a project paper of approximately 20 -30 pages (double-spaced, 12 font, Arial or Times New Roman). The requirements are exclusive of title page, abstract, annotation/footnotes and references. Students must follow a specific style, such as APA, MLA, or Chicago style.

Students are free to develop the specific structure of their project paper in consultation with their supervisor. As a generic guide, a project paper should include the following sections: 1.) an introduction that explains fully the research question or problem under examination with an emphasis on its relevance and significance, 2.) an overview of the literature or when appropriate a description of the research methodology, 3.) a summary of the data or the major aspects of the topic being examined, 4.) an analysis of the data and the implications of the results, and 5.) a conclusion that summarizes the principal research findings.

Students will schedule regular meeting times with the instructor to discuss progress on the paper.

Deadlines:

1. The research question must be submitted **no later than 5 pm on September 18th**.
2. The first draft of the research proposal must be submitted **no later than 5 pm on October 16th**.
3. The first draft of the paper must be submitted **no later than 5 pm on November 20th**.
4. The final project paper must be submitted **no later than 5 pm on December 11th**.

Assessment:

The project paper will be the sole basis for the grade earned for the course. The project paper will be assessed according to the following criteria:

1. Quality of the analysis/argumentation - (40%)
2. Quality of the research - Use primary and secondary source materials and the suitability of the research methods employed (40%)
3. Quality of the presentation - style, referencing and annotation, bibliography (20%)

Grading:

100-90 (A), 89-80 (B), 79-70 (C), 69-60 (D), 59 & below (F)

VI. INSTRUCTOR 'S POLICIES

The paper is not a collaborative assignment. If a student is suspected of collaborating with other students on the final paper, the instructor will follow the University's policy regarding student dishonesty, which may result in a grade of zero and referral of the student to the Office of Student Life. If a student is suspected of plagiarism, the instructor will follow the University's policy regarding student dishonesty, which may result in a grade of zero and referral of the student to the Office of Student Life.

Academic dishonesty or cheating is simply unethical and not acceptable under any circumstances. Plagiarism is a form of cheating that involves "stealing" the words and thoughts of others. It is a very serious academic violation and cannot be tolerated. The most common form of plagiarism is using information or original wording in a paper or other assignment without giving credit to the source of that information or wording. Plagiarism also includes the direct copying of a source verbatim (word for word) and incorporating that copied material into the student's paper or assignment without first paraphrasing with proper referencing or placing the copied text into a direct quotation, again with appropriate footnotes or citations. Students must use their own words when not using direct quotes sparingly and appropriately to provide examples, evidence, or illustrate specific points. Students cannot simply "cut and paste" wording or text from source material to artificially "construct" their papers, essays, and other assignments. This practice is also considered plagiarism, even if references are done properly.

Likewise, students must not submit work under their name that they did not do themselves. Students also may not submit work for this course that they produced for another course. If students are found to be cheating in any capacity including plagiarism and collusion, they will be subject to disciplinary action, per UTEP catalog policy. Cases of academic dishonesty will be sent to the Office of Student Conduct and Conflict Resolution for adjudication and possible sanctions. Possible penalties for academic dishonesty include a zero for the assignment, a failing grade for the course, suspension, and even expulsion from the university. Students are responsible for understanding their specific obligations to maintain academic integrity at all times. Please refer to the following link for further information on UTEP's policies on plagiarism and academic dishonesty: <http://sa.utep.edu/osccr/academic-integrity/>

VII. STUDENTS WITH SPECIAL NEEDS

If you have a disability that requires an accommodation, you may contact the Center for Accommodations and Support Services at 747-5148.

VIII. UTEP COURSE DROP POLICY

If unforeseen circumstances happen where a drop is necessary, students are responsible for initiating any course drop. It is the student's responsibility to determine how dropping courses may affect financial aid. **Students are limited to dropping no more than 6 courses over their entire academic career of all courses taken at any public college or University in Texas.**

- A. Students who drop a course before the "official census date," the course will not appear on the transcript, and doesn't count toward the 6-course drop limit.
- B. Dropping a course after the official census date, but before the "course drop date" will generate a "W" in the course—although the drop shows on your transcript, a "W" does not lower your GPA. However, a "W" counts against your 6-drop limit.
- C. If the course is dropped after the "course drop date" or if the student just stops participating, taking tests, etc., UTEP requires the instructor to issue an "F" in the course that permanently remains on the transcript.
- D. UTEP also allows instructors to administratively drop any student because of too many times the student fails to submit assignments, discussion questions, or because of disciplinary reasons. In this case, the student will be notified of the course drop through their UTEP student email account. A "W" or an "F" will be issued. A "W" for these reasons counts against the 6-drop limit.

IX. COVID-19 SAFETY POLICY

Everyone who attends campus must wear a face mask (not a face shield, bandana, or mask with valve; cloth or surgical masks are required) at all times while such meetings are taking place, maintain social distance of a minimum of 6 or more feet, and practice proper hygiene practices. Anyone not wearing a mask will be required to leave. The mask must cover your nose and mouth at all times. As you enter or exit campus, minimize the number of encounters with others to avoid infection by the SARS-CoV-2. Use preventive safety and health measures at all times until informed otherwise by campus officials.

The only exception to not wearing mask at all time is while individuals are at the specific outdoor locations on campus that are recommended to be designated as mask-free zones for use to drink, eat, and take a brief break. While at these locations, all individuals must maintain social distancing of 6-foot minimum, and must not move tables, seats or other items and must not stay in designated mask-free areas to for more than 30 minutes.

If you are unable to wear a face covering (e.g., medical reasons), the best course of action is to enroll in courses that are entirely online or to work with academic advisors, if necessary, to identify alternative courses. If this is not possible, request an accommodation from [Center for Accommodations and Support Services \(CASS\)](#) prior to coming to campus for in-person activities. Students who receive an accommodation to not wear a face covering must share this with the professor and work to minimize contact with others in the class. Students who are

considered high-risk according to CDC guidelines and/or those who live with individuals who are considered high-risk may contact [\(CASS\)](#) to discuss temporary accommodations for on-campus courses and activities.

Prior to each campus visit, you must complete self-screening at screening.utep.edu. If you are experiencing any symptoms of illness, ***do not come to campus***. You must stay at home until you are symptom-free. If you have been tested for COVID-19, do not come to campus until you have received a negative result. You must report 1) if you have been diagnosed with COVID-19, 2) are experiencing COVID-19 symptoms, or 3) have had recent contact with a person who received a positive COVID-19 test result. Reports should be made at screening.utep.edu.

Please contact the instructor if you have any questions concerns related to your safety on campus.