

# Senior Project Meeting Schedule

Spring 2025

Justin Dainer-Best

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This is not a syllabus per se, but rather a plan for how we will work together during the semester. In planning for your work with me, you should refer to this schedule.

As opposed to a normal syllabus, your senior project work should primarily be governed by the [Psychology Handbook](#) and the College's guidelines on senior project. As such, this schedule will primarily help us as a group to stay on-track, remind you of deadlines ([also in the handbook!](#)), and set a few ground rules.

Besides our normal meetings, I hold office hours on Mondays and Thursdays. You can [make an appointment](#) or email me to schedule something else.

## Meetings

There are four “meeting types” in the [schedule](#) below.

- **Group meetings:** We will meet at a group on Thursdays at 11:30am in my office
- **Small group meetings:** We will meet in separate groups for those completing proposals (Thursdays at 11:30) and those completing data collection projects (Mondays at 11:45)

- **Individual meetings:** We will hold individual meetings as scheduled. Generally, those of you in Group 1 (JBN, ICG, YV) will meet one week, and those in Group 2 (OJ, PL, MT) will meet the following (or vice versa)
  - Group A meetings are as follows:
    - \* Mondays, 11:45-12:30, JBN
    - \* Mondays, 1:15-2, YV
    - \* Wednesdays, 11:45-12:30, ICG
  - Group B meetings are as follows:
    - \* Mondays, 3-3:45, OJ
    - \* Mondays, 3:45–4:30pm, PL
    - \* Thursdays, 10-10:45am, MT
- **Email:** You should email me the “required” writing by early in the week; I will provide feedback on a Google Doc. I will also be available for questions during our group meeting time.
- **None:** There is no meeting this week; you should plan to work on your own

In weeks when we do not meet as a group all together, and especially where you do not have an individual meeting scheduled, you may also “drop in” to our normal group meeting time to ask questions—i.e., you may view this time as senior project office hours.

Additionally, you may of course always email me with questions relating to your senior project. If you would like me to answer specific questions about writing, giving me a specific section is recommended.

Given the busy nature of the semester, it is unlikely that we will be able to reschedule meetings if you cannot attend (although you may ask).

## Taking notes

Generally speaking, I prefer to work on a collaborative Google Doc with students completing their senior project. I recommend sharing a Google Drive folder with me which contains the following:

If you'd prefer to use another method, let's discuss! I'm happy to work with you if you'd like to use [Overleaf](#) or [typst](#), or maybe Quarto.

- A folder in which you will save articles relating to your project
- A google doc titled, e.g., “Dainer-Best Senior Project meeting notes” in which we will both take notes during our meetings
- A google doc in which you will begin taking notes on the project, brainstorm, outline, etc.

As you create new documents, save them in this folder. I recommend working consistently in the same documents, so that you can see old versions, as well as being able to refer to changes you've made.

#### Note

I *strongly recommend* beginning right away to use a citation manager. At minimum, keep track in a Google Doc of articles and books that you come across (at least a DOI, but preferably a full citation). [Zotero](#) is a good, free, and open-source citation manager and the Library has a [guide](#) for it. Importantly, knowing the rules of APA style will be necessary whichever manager you use. (I use a different manager, BibDesk, which I do not recommend if you are writing in Google Docs.)

If you don't like Zotero, Wikipedia has an article on [comparing reference management software](#).

## Class policies

### Attendance and participation

You should come to our meetings on-time. When we meet as a group, you should come even if you don't have much to discuss. (You will benefit from others' questions.)

Please be on-time and prepared to discuss your own project and progress.

However, do note: *if you are not feeling well, please do not come to our meetings*. If you have recently been ill, please wear a mask when you attend; masks are effective at reducing spread of many respiratory illnesses. I can also meet on Zoom for individual meetings.

## **Accommodations & Accessibility**

Bard College is committed to providing equal access to all students. If you anticipate issues related to the format or requirements of this course, please contact me so that we can arrange to discuss. I would like us to discuss ways to ensure your full participation in the course. Together we can plan how best to support your learning and coordinate your accommodations. Students who have already been approved to receive academic accommodations through disability services should share their accommodation letter with me and make arrangements to meet as soon as possible.

If you have a learning difference or disability that may relate to your ability to fully participate in this class, but have not yet met with the Disability Support Coordinator at Bard, you can contact their office through <https://www.bard.edu/accessibility/students/>; the Coordinator will confidentially discuss the process to establish reasonable accommodations.

I am available for meetings online as well as those in person.

## **Diversity, Equity, & Inclusion**

It is important to me that the senior project provides an open and supportive learning environment for all students. It is my intent that students from diverse backgrounds and perspectives be able to benefit from any of my courses. I invite you to speak with me if you have concerns or questions regarding issues of belonging, safety, or equity in the classroom. I want our discussions to be respectful of all students. If I am not helping

the classroom to feel like an inclusive environment, I invite you to provide me with [anonymous] feedback.

## **Plagiarism and Academic Integrity**

I expect you to be familiar with what plagiarism is and is not. You may not present someone else's work as your own without proper citation. Using AI-generated text is not a replacement for your own writing, and automated tools to edit grammar and spelling should be used sparingly. You may not copy someone else's work. You may not simply reword text from another source without giving credit, or ask generative textbots to do so. Please cite others' work where relevant, and use your own writing. If you are not sure about the definition of plagiarism, or whether something constitutes plagiarism, please consult with me or with someone at Bard's [Learning Commons](#). Students caught plagiarizing will be reported to the Academic Judiciary Board, will get no credit for the assignment, and may fail the course.

I operate from the standpoint that you are interested in learning this material, and are doing your best to operate with integrity. Using text generators like chatGPT take away your ability to learn from the process of writing, while also increasing your likelihood of generating "slop" (see, e.g., [Willison, 2024](#); [OUP, 2024](#)). Do your best to learn from the assignments in this class.

Your faculty expect you to cite sources that you use, including tools that reword your writing like Grammarly, tutors who help you rework a paper, or if you use chatGPT or similar tools to understand a complex topic.

As a student completing their senior project, please also refer to the Psychology Program's [Handbook chapter on the senior project](#), specifically the [section on academic integrity](#).

## Schedule

This schedule is intended as a guideline for us to think about when we'll be meeting. Work described as “due” should generally be shared as a Google Doc.

Week	Meeting type	Date	Topic	Due
1	Group	Jan 30	Group: Planning, check-in, midway presentations for review	Availability for the semester; email presentation
2	All individual	Feb 3 & 5	Progress updates; semester planning	Presentation
3	Small group	Feb 10 & 13	Data collection: setup // Proposal: progress & plans	
4	Small group	Feb 17 & 20	Proposal: preregistration and IRB // Data collection: check-in & problem-solving	
5	Group A individual	Feb 24 & 26	Check-in and edits (JBN, ICG, YV)	Text for me
6	Group B individual	Mar 3 & 6	Check-in and edits (OJ, PL, MT)	Text for me
7	Email	Mar 13	Report	
8	None	Mar 20	(Spring Break: no class)	
9	All individual	Mar 24 & 26	Check-in and edits	Text for me
10	Group	Apr 3	Peer review	2–3 pages to share

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Week	Meeting type	Date	Topic	Due
11	Email	Apr 10	Check-in	
12	Group B indi- vidual	Apr 14 & 17	Final edits (OJ, PL, MT)	Final project due 4/30
13	Group A indi- vidual	Apr 21 & 23	Final edits (JBN, ICG, YV)	Final project due 4/30
14	Group	May 1	Celebrate! Posters	Emailed poster draft
15	None	May 8	(Boards: no class)	
16	None	May 15	(Completion week: no class)	
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