**Ethical Dilemmas Case Study**
**Literature Review and Thematic Analysis Grid**

This assignment provides the foundation for the Ethical Dilemmas Case Study. In teams, students conduct a literature search of academic and popular sources and apply Anderson et al.'s (2015) Thematic Analysis Grid technique to identify themes related to their real-world ethical dilemma in higher education.

**Instructions**
In small groups, select an ethical dilemma in higher education and search the literature to find academic articles and media stories. You may choose to analyze a dilemma in Canadian higher education, or to select another country that you have direct experience working and/or studying in.

Produce a written Literature Search Report and Thematic Analysis Grid for a minimum of **5 sources per team member**. For example, if you are working in a team of three, your Grid will include 15 sources; if you are working in a team of four, your Grid will include 20 sources.

Your assignment must follow APA 7th edition guidelines and include a title page and Author Contribution Statement.

*Part A: Literature Search Report*
In 250 words, write a brief description of your ethical dilemma, including information about the institution, leader, and circumstances surrounding the ethical dilemma and people involved. Then, provide a brief description of how you conducted your literature search, including:
- databases searched (e.g., Google Scholar, university Library);
- search terms and keywords;
- date range;
- inclusion/exclusion criteria (e.g., peer reviewed journals, geographic region); and,
- other methods of finding articles (e.g., citation growing, key authors).

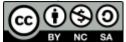*Part B: Thematic Analysis Grid*
Using the template provided, create a Grid with sources listed in rows and themes listed in columns. Aim to identify 5 to 6 themes. Your Grid should adhere to the following requirements:
- Sources ordered by publication date (i.e., oldest to most recent)
- Note the type of publication (e.g., theoretical/conceptual, empirical research, review paper, media story, blog post, opinion piece, etc.)
- Note the context, including who published the content (e.g., media outlet, academic, administrator, student, politician, funding organization, etc.)

Within the cells of the Grid include notes about the sources' contributions to the theme. This allows you to see consensus and contradictions among authors and constituent groups.
- Notes summarizing author's main ideas
- Direct quotes (include page #s)

To start, each team member will create their own Grid with a minimum of 5 sources, and then, as a team, you will combine your Grids and submit one Grid for the team. To create your team Grid, meet as a group and take turns describing the themes you identified and the evidence from the sources that you gathered (i.e., the direct quotes or brief summaries that you included in the cells to support the theme). Once everyone has shared their Grid, look for common themes across all of your Grids. Did multiple people come up with the same or similar theme? If so, merge these into one theme. As a team, determine 4 or 5 key themes common across all your Grids. Eventually you will turn these themes into arguments and recommendations for your case study. At the end of your meeting, aim to create one Grid for your team.

### Part C: Authors' Contribution Statement

Academic journals often require that authors include a section in their manuscript that describes the individual contributions of each author. Authors should agree to be accountable for all aspects of the work, including adherence to guidelines on plagiarism and research misconduct and ensuring the accuracy and academic integrity of the work.

For this assignment, you are required to include a detailed Author Contribution Statement, specifying each author's contribution to the work. Describe the contributions of each team member, including:

- ☐ Overall role (e.g., project management, technical support, collaboration, team leadership, ensuring accuracy)
- ☐ Role in writing the Literature Search Report (e.g., main author, reviewing and editing)
- ☐ Role in creating the Thematic Analysis Grid (e.g., number of articles read, participation in determining themes)

Below are two different examples of Author Contribution Statements:

- *Each Author completed a Literature Search Report and Thematic Analysis Grid, and then collaboratively determined the five primary themes. Author 1 (A1) took detailed notes during the meeting and then finalized the team Grid based on the discussion. Author 2 (A2) collated the individual Literature Search Reports into one cohesive Report for the team. Author 3 (A3) was responsible for reviewing and editing the assignment and ensuring that it met all of the assignment criteria. All authors reviewed and approved the final version of the manuscript.*
- *The research team held three half-day retreats to complete the assignment: Day 1) brainstormed and collectively determined the ethical dilemma to study; Day 2) each team member was assigned a different constituent group (e.g., faculty, student, administrator, community member) and scanned the literature to gather their groups' perspective on the dilemma and create a Grid based on literature that represented that group; and Day 3) compared Grids and collaboratively determined six primary themes. The project was managed by A1 who scheduled team meetings and deadlines, and met with the instructor to clarify assignment instructions. A2 ensured that the assignment followed APA 7th edition guidelines and met with a Graduate Teaching Assistant in the Student Success Centre to check formatting and citation style.*

# Rubric for Literature Search Report and Thematic Analysis Grid Assignment

| Criteria | Below Expectations C+ (0-2.5) | Developing B- to B+ (2.5-2.9) | Proficient A- to A+ (3-3.5) | Exemplary A to A+ (3.5-4) | Mark |
|---|---|---|---|---|---|
| **Research Topic Description** | Lacks clarity or depth in describing the ethical dilemma. | Presents a basic description of the ethical dilemma. | Provides a well-defined description of the ethical dilemma. | Clearly articulates the ethical dilemma, including the institutional context and circumstances. | /4 |
| **Literature Search Methodology** | Inadequately describes the literature search process. Fails to mention or poorly describes additional search methods. | Describes the literature search process with some omissions. Briefly mentions other methods used without detailed explanation. | Provides a clear description of the literature search process. Clearly mentions and explains additional methods used. | Thoroughly describes the literature search process, including databases, search terms, date range, and inclusion/exclusion criteria. Demonstrates an advanced understanding of supplementary methods like citation growing, key authors, etc. | /4 |
| **Grid Structure and Formatting** | Grid is poorly structured and difficult to follow. | Grid has significant formatting issues or lacks organization. | Grid is organized, but with minor formatting issues or omissions. | Grid is well-organized, with sources ordered by publication date, publication type noted, and context details included. | /4 |
| **Themes** | Fails to identify or poorly analyzes themes and contributions. | Identifies themes but with limited insight into contributions | Identifies themes with clear notes summarizing contributions. | Identifies 5 to 6 relevant themes with insightful notes summarizing contributions, including consensus and contradictions. | /4 |
| **APA 7th Edition Formatting, presentation, and writing style** | Format/structure does not meet listed requirements: Writing style difficult to follow and not appropriate for the purpose and audience. General lack of APA 7 standards. | Minimally meets format/structure requirements. Writing and presentation are somewhat engaging and appropriate for the purpose and audience of the paper. Some following of APA 7 standards but needs attention. | Meets most requirements for format/structure. The writing is engaging and easy to follow. Use of language and conventions are appropriate for the purpose and the audience of the paper. Mostly following APA 7 standards. | Meets all requirements for format/structure. The writing is scholarly, engaging, and well organized. The use of language is purposeful and engaging to the audience and the paper outline. Fully meets APA 7 standards. | /4 |
| | | | | **Total:** | **/20** |
| **Comments** | | | | | |