

Life University College of Chiropractic Student Research Opportunities

- College of Chiropractic Research Track
- RISE Scholarships
- Work-study positions
- Student Research Associate Volunteers

Viewbook [draft revision Sept 2021]



LIFE.

A brief perspective on research in the College of Chiropractic

It is often said that chiropractic has three major components: art, philosophy, and science. Science is a continuing process of seeking the answers to questions and of illuminating facts, and research is the investigative branch of science. Research is a systematic investigation – the gathering and analysis of information – designed to develop or contribute to generalizable knowledge.

Life University, founded as Life Chiropractic College in 1974, has played an active role in the research of the chiropractic profession since 1980. Over the years since then, the university's faculty members, students, administrators, and staff have regularly made presentations at conferences, published numerous articles in peer-reviewed journals, and have received many awards.

Broadly speaking, research at Life University is based on the central themes of the University as a vitalistic, performance-based, health sciences institution. Through its research and scholarly endeavors, Life demonstrates its commitment to a quest for self-discovery, lifelong intellectual growth, innovation and humanistic values. We endeavor to offer a high standard of excellence in health care education and research. Through this process, it is our expectation that we will be in the forefront in the effort to enhance people's lives. Research at Life University covers a broad intellectual range and is outcome focused with an emphasis on applications that have immediate and practical use. To that end, Life's Core Proficiencies provide a framework for professional success, social contribution and cultural change.

RISE Scholarships through Life U's Center for Excellence in Teaching & Learning (CETL)

Each year, Life University allocates funding to encourage, facilitate and support student research and other scholarly activities. The **Research, Innovation, Service, and Education** scholarship is one such program. RISE scholarships are competitively-based and provide students with a tuition waiver as they carry out their own project or join the team of an existing research or other evidence-based project that explores a specific question or societal challenge that is aligned with the mission of the university.

Full-time equivalent students in the College of Chiropractic or the College of Undergraduate and Graduate Studies are eligible to compete for RISE scholarships, if they are in their second quarter or above, with a minimum cumulative 3.0 GPA. Once awarded, renewal of the scholarship requires that the student continue to meet eligibility requirements and evidence progress based on objectives established in consultation with her/his mentor. This might include:

- Completing a literature review in order to better define the topic, identify the specific knowledge gap, or formulate a testable hypothesis or question.
- Constructing the project design, including selecting the appropriate tools, methodology, framework, and approach.
- Data collection, review, and analysis
- Interpretation of results and report write-up, and manuscript preparation for publication in a journal or other medium recognized by peers in the field.
- Disseminating findings, including preparing a proposal to present at conferences or other professional gatherings.

It is strongly advised that interested students be in contact with potential mentors and the CETL before starting the application process. See the last page of this viewbook for contact information.

Research opportunities through the Center for Chiropractic Research



The faculty and staff of the **Dr. Sid E. Williams Center for Chiropractic Research (CCR)** conduct research focused on chiropractic and health & performance issues relevant to practicing chiropractors. The CCR offers mentorship to **work-study** students and students volunteering their time as **Research Assistants**. The **Research Track** alternative curriculum for chiropractic students **is overseen by** the CCR. See the last page of the viewbook for contact information.

Note: All work study students, volunteer research assistants, and Research Track students are required to complete:

- **HIPAA/HiTech** training (already a part of the DC program curriculum)
- An online course in **Protecting Human Research Participants**, offered free through the National Institutes of Health: <https://phrp.nihtraining.com>. Completion certificates need to be submitted to supervising staff or faculty members, and to the Office of Sponsored Research & Scholarly Activity.

WorkStudy

Both the CCR and OSRSA host work study positions. For the CCR, work study students may assist with general tasks, clerical work, and record-keeping for projects. While a research work study student is expected to contribute in many ways to research projects, typical responsibilities may include:

- Conduct literature reviews
- Train, set up and operate lab equipment, and collect and analyze data
- Request or acquire equipment or supplies necessary for the research study
- Manage and respond to research study-related emails
- Attend research study meetings
- Prepare other articles, reports, and presentations
- Willingness to learn statistical knowledge
- Other duties and responsibilities as assigned by individual researchers
- Timely submission of hours worked

Work study students are also required to provide Human Resources and supervisor(s) with a Work Study award letter each quarter. To request more information, please see the contact information page for OSRSA or the CCR on last page of this viewbook.

Volunteer Research Assistants

Research assistants can work with faculty, staff, other students, or field practitioners on existing research projects or research initiatives designed by the student from the ground up. While these are volunteer positions, they provide opportunities for mentorship, connections, and training which can assist the student researcher in making valuable contributions in their chosen profession. They offer some of the same benefits as the Research Scholarships and Research Track but require less commitment.

To request more information, **please see the contact information on the last page of this viewbook.**

The Research Track in the College of Chiropractic

The future of the profession rests with every new generation of chiropractors. In an ongoing contribution to the growth and development of the next generation of chiropractic researchers and practitioner-scientists, the College of Chiropractic is committed to supporting those students who have a desire to nurture their knowledge and skill in this very vital area of professional growth.

Within the graduation requirements for the Doctor of Chiropractic degree, there is an opportunity for self-motivated and self-directed students who are interested in completing a research project while completing their DC degree. This is done by completing “Research Track” academic requirements (also known as RT or “the Track”).

RT students are exempted from a few classes and are allowed to complete others through independent study (see more details below.) They actively participate in research and are occasionally called on to participate in research-related activities on behalf of the University. To graduate from the Track, they complete a chapter-based thesis, which follows the typical format of a manuscript intended for a peer-reviewed journal. They graduate with acknowledgement of their work noted on transcripts and during the graduation ceremony.

Positions in the RT are highly competitive. For a limited number of these positions, there are tuition scholarships available. Note that admission into the Research Track does not guarantee a tuition scholarship, as these are granted based on funding availability at the time.

Involvement in the Research Track is intended to include multiple phases of a project, including:

- Further development of study design and literature search (note that a certain amount of design and search is necessary to produce a competitive application to the Track).
- Data collection and analysis: the actual conduct of research and the “number-crunching” that follows
- Manuscript preparation, submission to a conference or journal, and the peer-review process
- Conference presentation (note that conference travel costs may be partially funded by the university but require a separate application process)
- Journal publication

Students can develop their own research studies or work on a new or existing study with a Life University faculty or staff member, or even a field doctor.

APPLICATION PROCESS

The Research Track is open only to students in their 7th quarter and above in the Doctor of Chiropractic Program (DCP). Thus, application normally is done during the 6th quarter of the DCP. The deadline each quarter is the end of the day Friday of week 6.

Interested students are encouraged to begin planning early because this is a long-term involvement.

Interested students are strongly encouraged to become involved with current projects a few quarters

before applying to the RT, if at all possible, in order to begin to understand the process of research at Life University. For more information, contact one of the RT Advisors.

Strong candidates are those students who are self-motivated and self-directed. A minimum Grade Point Average of 3.0 is preferred; involvement in the RT requires time and commitment that is most appropriate for students with a strong academic history. Students with a GPA between 2.75 and 3.0 may apply for consideration based on other strengths but must provide, as a part of their cover letter, a brief, written explanation of their current academic performance.

Acceptance into the Research Track begins by completing the application process and meeting with one of the advisors to the program to discuss your interests. See the contact information page at the end.

The **application materials** include:

- Cover Letter
- Research Track Application
- Curriculum Vitae
- Faculty/Staff recommendations (2)
- Life University Research Mentor recommendation letter
- Transcripts
- Copy of your tentative schedule for the quarter you plan on entering the track
- Research Proposal

Application materials may be submitted by hard copy or email to either of the RT Advisors listed on the contact information page. Application materials will become a part of the permanent file and will be reviewed by the Dean of the College of Chiropractic, and may be reviewed by the Vice President of Academic Affairs, and President.

Cover letter

A cover letter is required along with your application materials. This will be used to evaluate you, so it's an opportunity for you to present your strengths, background, the research or scholarly related work you may have already done, and why you think you would make a good candidate for this program. Please write your cover letter on personal letterhead addressed to the RT Academic Advisor.

The Application

You will need to provide your personal information and describe any research background or advanced degrees. You'll also need to briefly describe your proposed project. You may see the application toward the end of this document; request a Word version from one of the advisors in order to complete it electronically.

Curriculum Vitae

This should be a current and thorough accounting of both your academic and work experience. Any publications or conference presentations, etc., should also be listed.

Recommendations

You'll need a minimum of three letters of recommendation, one from your Life University research mentor and two from faculty or staff members.

- **Research Mentor letter:** Each RT student is required to have a Life University faculty or staff research mentor. Your mentor should have knowledge of your strengths, background, and the research or scholarly work you may have already done. In their letter your mentor should agree to, for example, to communicate with you periodically to monitor your work, advise you as appropriate, help you identify the resources you need for your project to progress, and provide quarterly reports. The letter should be addressed to the RT Advisors. If a mentor or potential mentor has questions about their responsibilities, they may contact the RT advisors.
- **Faculty/Staff letters:** Two letters of recommendations should be from Life University faculty or staff familiar with your DC program academic history, addressing what they know of your strengths, background, the research or scholarly related work you may have already done, and why they think you would make a good candidate for this program.
 - If you have previous research training or experience that should be considered in evaluating your research proposal, one of the Life University letters of recommendation can be replaced with a previous research mentor or research director. These letters should be addressed to the RT Academic Advisor.

Transcripts

Contact the Life University Registrar's office and request that an official transcript of your coursework be sent to the RT Academic Advisor.

Schedule

You will need to provide a copy of your schedule for the proposed quarter you would be entering the track (a tentative schedule is acceptable if you have not yet registered; provide your own written list of courses you would be taking). This will be used by your RT Academic Advisor to work with you on a schedule for your first quarter in the Track. Once accepted into the Track you will continue to provide a copy of your schedule to the RT Academic Advisor and meet regularly to make sure you are on course for your graduation requirements.

Research Proposal

A research proposal must be submitted with your application. This may be updated later as the project progresses; for questions or guidance, contact the RT Scientific Advisor listed on the contact information page. The proposal should include the following sections:

- Introduction
- Methods
- Needed resources
- Anticipated challenges
- Estimated timeline
- Relevance to the mission and vision of Life University

Introduction: This should demonstrate that you have done at least a preliminary literature search and **have some familiarity with published research** in the main topic of your project. Include a **research** question, hypothesis, or purpose to be addressed by the project.

Methods: Depending on the type of project, this section could include methods of additional literature search, review of existing patient records, identification of a category of people to be recruited, assessment or measurement methods, types of chiropractic adjustments, and the overall research design.

Needed resources: Do your best to identify the funding, equipment, or other resources needed for your project (this is tentative, and likely will be updated later, as the project progresses).

Anticipated challenges: What are the likely obstacles? What training do you need to do your research? What are the limitations of what can be discovered or shown through this project?

Estimated timeline: Consider that your project will have different phases (study design and literature search, conduct of research and the “number-crunching” that follows, and manuscript preparation), and try to envision how much time each will take. Remember to factor in time for exams and breaks between quarters and add some time for unanticipated delays.

Relevance to the mission and vision of the Life University: To be eligible for inclusion in the Research Track, proposed research projects must be “chiropractic relevant”. Most RT students have documented various aspects of outcomes of patients receiving chiropractic care but, in any case, projects must address issues of importance to the practice of chiropractic. Additionally, they must be compatible with the mission and vision of the Life University. To help determine whether your project ideas would meet these criteria, you may consult with a faculty advisor. Also, consider:

- Mission & vision: <http://www.life.edu/about-pages/president/mission/>
- Eight core proficiencies: <http://www.life.edu/about-pages/president/eight-core-proficiencies/>

Finally, given that the Research Track is an educational activity, consider which elements of the instructional philosophy of the College of Chiropractic that your project might represent: functional neuroanatomy & neurophysiology; biomechanics & human movement; vitalistic philosophy & contemporary Life chiropractic principles; subluxation system techniques; clinically integrated patient care; and practice success.

In writing your proposal, **state how your project fits the mission, vision, eight core proficiencies, and instructional philosophy**. Note: you do NOT need to address ALL of these, only state those that are appropriate.

- ▶ **For further information or questions about the application process, academic scheduling, or other curriculum issues**, contact the Research Track Academic Advisor.
- ▶ **For further information or questions about the research proposal**, or questions about responsibilities of your mentor, contact the Research Track Scientific Advisor.

UPON ACCEPTANCE...

Upon acceptance into the Research Track, a research track graduation plan will be created, approved, and signed before the plan is forwarded to the official files stored in the Registrar’s Office. Thereafter, you will

be required to provide a quarterly Progress Report to your Advisor. This report, along with ongoing evaluation by your Advisor, will be used to determine your eligibility to continue in the Track and for scholarship funding decisions.

ACADEMIC REQUIREMENTS

Research Track students are required to complete 21 academic credit hours in Research. Of these, 5 hours are required for all students in the Doctor of Chiropractic Program: RSCH 2501, RSCH 3601, and RSCH 4801.

Students accepted for participation in the Research Track follow the same curriculum as other DC program students, with the following exceptions:

- I. There are independent-study research class requirements (16 credit hours):
 - RSCH 5686 - Individual Research Study
 - RSCH 5701 - Advanced Research Study

As part of the RSCH 5686 and RSCH 5701 coursework, students will be required to complete additional education in research methods appropriate to their projects. This should be determined according to each individual's background and previous education and may be done through courses available at Life University, through online course modules, individual consultation, or some other approach.

- II. Research Track students are required to complete only 10 credit hours of elective classes, instead of the 18 elective credit hours normally required for DC program students (RT students may take additional elective classes if they want to; these would be additional courses beyond degree requirements and therefore not covered by financial aid funds but can be audited at a rate less expensive than normal tuition.)
- III. The following courses are optional for RT students:
 - CHPM 3511 (Principles of Marketing)
 - CHPM 4611 (Practice Management II: Office and Staffing Procedures),
 - CHPM 4520 (Small Business Management),
 - CHPM 4612 (Capstone III: Systems for Success),
 - CPAP 1500 (Assembly).

A point of clarification: in order to graduate, RT students must have completed 6 credits of CPAP 1500 (Assembly) and the CHPM classes listed below:

Qtr.		Credit hours
1	CHPM 1501 - Personal Development I	1
2	CHPM 1502 - Communication Skills and Diversity	1
3	CHPM 1503 - Personal Finance	1
4	CHPM 2504 - Capstone I: Personal Development II	1
5	CHPM 2605 - Practice Development I: Personal Marketing	1
6	CHPM 2606 - Practice Development II: Doctor - Patient Relationship	1
8	CHPM 3608 - Capstone II: Marketing, Leadership, and Basic Finances	1
9	CHPM 3609 - Practice Management I: Introduction to Practice Management	1
11	CHPM 4763 - Jurisprudence	3
11	CHPM 4773 - Ethics and Boundaries	2

12	CHPM 4722 - Documentation and Coding	2
13	CHPM 4700 - Chiropractic Practice Management	2

Independent Study: There are also several courses that Research Track students may take as Independent Study; however, each student will need to make arrangements with individual instructors. The purpose of the Independent Study (IS) and Exempt courses options are for students to create some “release time” and some scheduling flexibility for working on their research projects.

Qtr.	Eligible for Independent Study for RT students, subject to instructor agreement	Credit hours
7	PUBH 3617 - Nutrition and Health	2
8	CPAP 3715 - Vertebral Subluxation Theories	3
8	DIAG 3743 - Gastroenterological Diagnosis	2
8	DIAG 3745 - Genitourinary Diagnosis	2
8	PSYC 3505 - Human Development	2
8	PUBH 3625 - Clinical Toxicology	2
9	DIAG 3755 - Geriatric Diagnosis	2
9	PSYC 3605 - Clinical Psychology	3
9	PUBH 3684 - Functional Restoration and Active Care	2
10	DIAG 3765 - Pediatric Diagnosis	2
10	PUBH 3717 - Clinical Nutrition Disorders	2
10	PUBH 3725 - Toxicology and Substance Abuse	2
11	CHPM 4763 - Jurisprudence	3
11	CHPM 4773 - Ethics and Boundaries	2
12	CPAP 4725 - Advanced Wellness and Ergonomics	2

Contact one of the RT advisors for a Word version of this form



Application form, Research Track

Request an MS Word version from a Research Track advisor (Contact Info, last page)

Deadline each quarter: Friday, week 6.

Date submitted	
Quarter submitted	
Name & student ID #	
Local address: street, city, state, zip code	
Phone #	
Email address	

What academic quarter are you currently in, and what is your cumulative GPA?	
Please list any advanced degrees or other qualifications you have	
Graduated from (institution & year)	
Do you have previous research experience? If yes, please describe briefly.	
Summarize in a few sentences the project you have in mind (note that you will also need a more complete proposal, as described in the Research Opportunities Viewbook).	
Have you already identified a faculty or staff mentor? If so, please supply their name(s)	
Have you had a Research Scholarship at Life University (or any other research involvement: e.g., work-study or Student Research Associate)? If so, when?	

OFFICIAL USE ONLY below:

Completed

	Cover letter
	Curriculum Vitae
	Faculty/Staff recommendations (2)
	Research Mentor letter
	Transcripts
	Copy of schedule
	Research proposal
	Recommended for approval by RT Academic Advisor
	Recommended for approval by RT Scientific Advisor
	Approval by Dean of College of Chiropractic
	Other

Recommendation,
RT Academic Advisor

Recommendation,
RT Scientific Advisor

Approved by Dean of the
College of Chiropractic

Name

Name

Name

Signature

Signature

Signature

Date

Date

Date

Contact Information

People, departments, email addresses, and phone numbers

The Research Track

For general questions or submission of applications & associated materials,

research.track@life.edu

To contact the advisors individually:

Dr. Christie Kwon

Division of Clinical Sciences
1269 Barclay Circle, Marietta, Georgia 30060
christie.kwon@life.edu, 770-426-2712

Dr. Brent Russell

Dr. Sid E. Williams Center for Chiropractic Research
1 Baltimore Place, NW, Atlanta, Georgia 30008
brent.russell@life.edu, 770-426-2641

Center for Chiropractic Research

For work study positions and Research Assistants (volunteer involvement)

Austin Garlinghouse

Research Lab Coordinator, Dr. Sid E. Williams Center for Chiropractic Research
1 Baltimore Place, NW, Atlanta, Georgia 30008
austin.garlinghouse@life.edu, (770) 426-2636

For RISE scholarships:

Center for Excellence in Teaching & Learning
1269 Barclay Circle, Marietta, Georgia 30060
CETL@life.edu