

CRIJ 2329 - Fundamentals of Criminal Law

Fall 2024 Syllabus, Section 181, CRN 15567

Instructor Information

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Office Hours:

On-Line

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Times and Location

Does Not Meet Face-to-Face

Course Description

A study of the nature of substantive criminal law. Included are philosophies and historical developments, major definitions and concepts, classification of crime, and the elements of crimes and their penalties. Texas statutes will be utilized as illustrations.

Social Sciences Department, College of Arts & Sciences

Student Learning Outcomes

Upon successful completion of this on-line course, the student will be able to execute the following:

1. List and explain various terminology, principles, and theoretical concepts of criminal law
2. Explain the difference between criminal and civil law
3. Understand the purpose of criminal law and to some extent its historical development within the United States legal system
4. Discuss some of the constitutional and statutory limitations on criminal liability
5. Identify and discuss various defenses to criminal liability and distinguish between justification defenses and excuse defenses
6. Identify the parties to a crime and explain whether or not there is vicarious liability
7. Understand the interplay between inchoate crimes (e.g., attempt, conspiracy, and solicitation) and substantive crimes
8. Explain the elements of substantive crimes against persons; against property; and against public welfare and morals (e.g., murder, manslaughter, sex offenses, bodily injury crimes, domestic violence crimes, stalking crimes, personal restraint crimes, false imprisonment, larceny, theft, theft by false pretenses, robbery, extortion, receiving stolen property, damaging/destroying other people's property, invading other people's property, cybercrimes, disorderly conduct, "quality of life crimes," panhandling, gang activity, and other victimless crimes).

Important Dates

Visit the Academic Calendar ([tamiu.edu](https://www.tamiu.edu)) (<https://www.tamiu.edu/academiccalendar/>) page to view the term's important dates.

Textbooks

Group	Title	Author	ISBN
Required	Texas Criminal Law (3rd Edition)	J. L. Dowling	ISBN-9780578390376

Grading Criteria

Grades are based on student's performances in the following requirements:

1. 20% of the course grade: Term Paper and Power Point Presentation: A term paper for this on-line course. The purpose in completing this project is to demonstrate the student's ability of the material covered throughout the course: drug laws, criminal laws, traffic laws, legal issues and many others. Research paper and Powerpoint are due by midnight Sunday, November 10, 2024. Late research papers will not be accepted unless extenuating circumstances are approved by the instructor.

To complete this Task:

1. Select one criminal law topic (Search and Seizure, Homicide) and have it approved by the course instructor. (Topics will be approved on a first-come, first-served basis to avoid duplication). Discuss the characteristics of the crime or its social impact, and recommendation.
2. Alternative topics will be accepted as long as it relates to some aspect of crimes in our society. Students can inject your own observations on your topic. Include a discussion of the consequences for individuals and society. Students are allowed to take any position that suits them (for example legalization) but support the position with evidence and references.

Your paper must include:

1. A cover page must include name, title of paper, course, and date (Cover page and reference page are not included)
2. An Abstract
3. An Introduction
4. A Body
5. Conclusion
6. Consider social policy implications
7. References page: A minimum of three (3) references
8. Using APA style
9. Times New Roman 12 – double space
10. PowerPoint Presentation must be uploaded onto Discussion area: (Presentation should have key issues and major points of your paper (same date as research paper due date). Make it interesting. Other students will be reviewing your material and making comments in the discussion thread.

The text of this paper should be at least 800 words or four typewritten pages in length. Students must demonstrate that they understand Texas laws. APA is used to cite sources in both the body of the paper and on the References page. Do not copy and paste the material from resources, such as the internet.

Grading is based on a rubric specifically designed to assess the research project. This rubric for the research is located in the Turnitin drop box rubric portal. Comments and feedback on the paper are usually available within fourteen (14) days after the close of the Turnitin drop box or as soon as the paper is graded. Total score possible for this course requirement ranges from 0 (lowest) to 100 (highest). If students do not submit the research project by the due date, they may be subject to fail the class.

The following are standards that will be utilized to grade your research paper:

- a. 100-90 = Follows assignment, excellent command of material, exemplary writing
- b. 89 -80 = Follows assignment, minor flaws in command of material, minor writing flaws

- c. 79 -70 = Flaws in following assignment, minor flaws in command, significant writing problems
- d. 69 -60 = Flaws in following assignment, flaws in command and documentation, very poor writing.
- e. 59 - 00 = Assignment not followed, negligible command of material, writing significantly below the 300-university level

2. 15% of course grade: Quizzes: Each quiz will last thirty (30) minutes. Students will have an opportunity during Quiz 1 to take the Quiz twice to become acquainted and familiar with the process; the highest grade will be recorded. The structure of quizzes is comprised of either ten (10) multiple choice and/or true and false questions related to each chapter reading. The true and false and multiple-choice questions test student's knowledge keywords, understanding of concepts, principles, and techniques. Each questions' answer is worth one (1) point. The highest possible score on quizzes is 10 points (meaning 100%). Quizzes will be scheduled on Fridays of each week, unless extenuating circumstances arise. Feedback and comments on quizzes may or may not be available. If clarification is necessary, students are encouraged to email the instructor for feedback within 48 hours after the close of the quiz portal. Additional information about scheduled quizzes will be posted on the course calendar. Be aware: Blackboard will conduct regular maintenance throughout the semester and Quiz dates and times may be rescheduled.

3. 15% of course grade: On-Line Discussions: On-line discussions are an important component of the courses' requirements. Even though students are expected to engage the professor in a discussion on topics they will be marked as "present" merely by logging into the course. Class participation requires students to participate. Each week there will be discussion questions posed for comments from the students. This provides them an opportunity to get answered for clarification of materials related to course. Additionally, it is required for students to engage with others in discussing the issues raised in the thread. To receive maximum credit for participation, there are both quality and quantity measurements. Quality is the degree to which they address specific issues and comments of others. Quantity is the absolute number of postings. For example, if they have six (6) or seven (7) postings that do not relate to the issues, no credit will be awarded.

However, if the minimum number of postings directly focus on the discussion issue, then maximum credit would be awarded. The issue of quality and quantity are interrelated because simply making two comments to some postings and leaving no other evidence of being involved in the discussion is insufficient for granting credit. The discussion thread is a "virtual classroom" which suggests participation throughout the discussion period. The opportunity to make comments and participate is there to help students improve their grades for each week's discussion. Comments or postings after those dates will not be evaluated for grading purposes.

Remember: posting all the responses on the same day does not fulfill the requirement of discussion. Students are required to post three (3) comments or post other students' responses to the discussion questions in addition to their own responses—a total of four (4) comments/posting. Discussions are due by midnight Saturday of each week unless the instructor changes the deadlines.

4. 20% of the course grade Exams: Tests will cover Chapters 1 through 4, Chapters 5 through 10 and Chapters 11 through 13. They are designed to test students' knowledge, understanding and mastery of principles, concepts, and techniques related to each reading. They will be comprised of sixty (60) true and false, and multiple-choice questions (worth 1.5 point per question) and one (1) essay question (worth 10 points). Essays must contain the following:

1. Introduction, 2. Body, and 3. Conclusion. Tests may also include items that have previously appeared in quizzes and assignments. Tests must be completed in one session. For additional information on the schedule of tests' openings and closing times and dates, are listed to the course calendar. Once students engage the examination portal, they will have three (3) hours to complete the test. Upon termination of scheduled time, the examination portal will automatically close, and the responses submitted. A rubric similar to those used to evaluate research project assignments will be utilized to evaluate the tests. The instructor has the discretion to change the format of the test. Students will be notified of any changes before the tests' deadline.

Requirements for tests and exams:

LockDown Browser Requirement

This course requires the use of LockDown Browser for online tests and exams including webcam which is available for the one-time purchase price of \$10.00. A short video (<http://www.respondus.com/products/lockdown-browser/student-movie.shtml/>) provides basic understanding of the LockDown Browser.

5. 30% of the course grade Final Exam: The Final Exam will be comprehensive in scope. It will cover all chapters discussed in, include materials covered, such as assigned chapters in the textbook of the course, lecture materials, discussions, and assignments. The final may also include previous examinations and quizzes. The final exam will consist of eighty (80) true and false and multiple-choice questions (worth 1 point). The second part of the final exam encompasses two (2) essay questions (worth 10 points each). Additional information on the schedule of exams with opening and closing times and dates is listed on the course calendar. Once students engage the examination portal, the student will have three (3) hours to complete the exam. Exams must be completed in one session. Upon termination of scheduled time, the examination portal will automatically close, and student's responses submitted. A rubric similar to those used to evaluate research project assignments will be utilized to evaluate the exams. Comments and feedback on examinations are usually available within five (5) days after the close of the final examination portal, if necessary.

Grading Scale:

The below grading scale is for quizzes, tests, final exam, and overall course grade. (If students have an overall average of 89.9, the student's overall grade is 89).

90 - 100% = A

80 - 89% = B

70 - 79% = C

60 - 69% = D

Less than 60% = F

Late Assignments Policy

Late assignments will not be accepted unless exigent circumstances exist. The instructor will review requests on a case-by-case basis. Students are required to provide proof of the emergency circumstances. Also, there is no makeup for writing assignments, quizzes, midterm exams, research paper or the final exam unless some foreseen circumstances exist, and prior arrangements have been made with the instructor. Students must not wait until the last minute to contact the instructor about the issue at hand. Therefore, I have the final decision on what absences are legitimate and when makeup will be allowed or given.

Turnitin Policy

Students must submit term papers, which is the major written requirement for this on-line course. Submission must be processed through Turnitin (an originality checker software and drop box) prior to submission and grading. Only research with a similarity index of less than 20% (i.e., $SI \leq 20\%$) will be accepted and graded. Hence, students are encouraged to compose a pre-final draft (or multiple of the research earlier than the deadline. This will allow them the opportunity to run it through Turnitin in order to comply with the $SI \leq 20\%$ threshold.

If pre-deadline entries run through Turnitin indicate similarity indices greater than 20%, students will need to rewrite their papers until they meet the $SI \leq 20\%$ threshold. A research paper that satisfies the $SI \leq 20\%$ threshold will still be subject to further scrutiny for originality and plagiarism. A research paper that does not meet the threshold criterion will not be considered submitted and hence not graded.

Other Policies

Online classes have deadlines, assignments, and participation requirements just like on-campus classes. It is important for students to use their time carefully and keep an open line of communication with their instructor. If you are having technical problems, problems with the assignments, or other problems that are impeding their progress, they should notify the instructor as soon as possible.

Students must adhere to online etiquette. In this class discussion and debate are required; however, they should be conducted in a courteous and professional way. No bad language or rudeness will be tolerated.

Accessibility Policy

Texas A&M International University seeks to provide reasonable accommodations for all qualified persons with disabilities. This University will adhere to all applicable federal, state, and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal education opportunity. It is the student's responsibility to register with the Director of Student Counseling and to contact the faculty member in a timely fashion to arrange for suitable accommodation. For more information, contact the Office of Disability Services for Students (DSS) via phone at 956.326.2230, online at <http://www.tamtu.edu/wellness/disability.shtml> (<http://www.tamtu.edu/wellness/disability.shtml/>), or by visiting the staff at the Senator Judith Zaffirini Student Success Center, room 138. A link to the Disabilities Services for Students site has also been included under the "Resources" tab inside the course.



Schedule of Topics and Assignments

Week of	Agenda/Topic	Reading(s)	Due
8/26	<ol style="list-style-type: none"> 1. Explain the four attributes of a crime 2. Identify the primary sources of American and Texas criminal law 3. Define “felony” and “misdemeanor” under Texas law and explain the difference 4. Identify and explain the six statutory purposes of the Texas Penal Code 5. Identify and explain the political and legal limitations on the creation of criminal laws 6. Explain the scope of Texas criminal jurisdiction 	Chapter 1: Foundations of Criminal Law	<ol style="list-style-type: none"> 1. Read Course Syllabus 2. Acknowledge of syllabus and policies 3. Read Chapter 1 4. Review PPT presentation for text Chapter 1 5. Respond to the questions in discussion area 6. Take On-Line Quiz #1 - Friday August 30, 2024 from 8am until 11:59pm
9/2	<ol style="list-style-type: none"> 1. Identify the six factors that constitute the basic elements of a crime 2. Define the three forms of conduct that are criminalized under Texas law 3. Explain the concept of attendant circumstances as an element of a crime 4. Define the four forms of culpable mental state found in the Texas Penal Code 5. Explain the requirement of concurrence in the criminal law 6. Explain the “but for” test of causation 7. Define the phrase “transferred intent” 8. Identify the penalty ranges for the various levels of felony and misdemeanor offenses in Texas 	Chapter 2: History of Drug Use and Drug Legislative	<ol style="list-style-type: none"> 1. Read Chapters 2 2. Review PPT presentation for text Chapters 2 3. Respond to the questions in discussion area 4. Take On-Line Quiz 2 - Friday, September 6, 2024 from 8AM until 11:59PM
9/9	<ol style="list-style-type: none"> 1. Describe the steps in the process of filing formal criminal charges 2. Define the term “indictment” 3. Define the term “information” 4. Identify the scope of jurisdiction of Texas criminal courts 5. Define the term “statute of limitations” and explain its impact on criminal prosecutions 6. Identify the basic scope of the Constitutional protection against double jeopardy 7. Define the term “lesser included offense” and explain its role in criminal prosecutions 8. Define the term “hate crime” 	Chapter 3: The Criminal Law in Daily Practice	<ol style="list-style-type: none"> 1. Read Chapter 3 2. Review PPT presentation for text Chapter 3 3. Respond to the questions in discussion area 4. Take Quiz 3 - Friday, September 13, 2024 from 8AM until 11:59PM
9/16	<ol style="list-style-type: none"> 1. Identify the three circumstances under Texas law when an individual is criminally responsible for another person’s conduct 2. Identify the circumstances under Texas law when pre-crime and post-crime assistance creates criminal liability 3. Define the phrase “accomplice testimony rule” and explain its effect on criminal prosecutions 4. Identify the circumstances when corporations and associations are criminally responsible 	Chapter 4: Parties to Offenses	<ol style="list-style-type: none"> 1. Read Chapter 4 2. Review PPT presentation for text Chapter 4 3. Respond to the questions in discussion area 4. Take Quiz # 4 - Friday, September 20, 2024 from 8AM until 11:59PM 5. Review and study Chapters 1 through 4 for Test # 1 6. Take on-line Test # 1 - Saturday, September 21, 2024 from 8AM until 11:59PM (Chapters 1 through 4) 7. Research topics due for approval



9/23	<p>1. Distinguish between the terms “homicide” and “criminal homicide”</p> <p>2. Identify the elements and degrees of criminal homicide under the traditional American system of classification</p> <p>3. Explain the role motive plays in a murder prosecution</p> <p>4. Define the term “individual” as used in the Texas Penal Code</p> <p>5. Explain when an individual is deemed legally dead under Texas law</p> <p>6. Successfully apply to a given factual scenario the elements of the offense of murder as defined in the Texas Penal Code</p> <p>7. Successfully apply to a given factual scenario the elements of the offense of capital murder as defined in the Texas Penal Code</p> <p>8. Successfully apply to a given factual scenario the elements of the offense of manslaughter as defined in the Texas Penal Code</p>	Chapter 5: Criminal Homicide	<ol style="list-style-type: none">1. Read Chapter 52. Review PPT presentation for text Chapter 53. Respond to the questions in discussion area4. Take Quiz # 5 - Friday, September 27, 2024 from 8AM until 11:59PM
9/30	<ol style="list-style-type: none">1. Define the terms “threat,” “bodily injury,” “serious bodily injury,” and “deadly weapon” as used in the Texas Penal Code2. Successfully apply to a given factual scenario the elements of the offenses of assault, aggravated assault, deadly conduct, and terroristic threat as defined in the Texas Penal Code3. Recognize situations when consent is a defense to the various assaultive offenses defined in the Texas Penal Code4. Successfully apply to a given factual scenario the elements of the offenses of harassment and stalking as defined in the Texas Penal Code5. Successfully apply to a given factual scenario the elements of the offenses of sexual assault and aggravated sexual assault as defined in the Texas Penal Code6. Recognize situations that constitute lack of consent under the law sexual assault as defined in the Texas Penal Code7. Recognize the special evidentiary rules that apply to the law of sexual assault8. Successfully apply to a given factual scenario the elements of the offenses of indecency with a child and indecent assault as defined in the Texas Penal Code9. Successfully apply to a given factual scenario the elements of the offenses of indecent exposure and public lewdness as defined in the Texas Penal Code	Chapter 6: Assault and Sexual Assault	<ol style="list-style-type: none">1. Read Chapter 62. Review PPT presentation for text Chapter 63. Respond to the questions in discussion area4. Take Quiz # 6 - Friday, October 4, 2024 from 8AM until 11:59PM



10/7	<ol style="list-style-type: none">1. Successfully apply to a given factual scenario the elements of the offenses of unlawful restraint, kidnapping, and aggravated kidnapping as defined in the Texas Penal Code2. Define the term "incidental kidnapping" and describe its effect on the filing of kidnapping charges under Texas law3. Successfully apply to a given factual scenario the elements of the offense of interference with child custody as defined in the Texas Penal Code4. Successfully apply to a given factual scenario the elements of the offense of smuggling of persons as defined in the Texas Penal Code5. Define the term "human trafficking"6. Successfully apply to a given factual scenario the elements of the offense of trafficking of persons as defined in the Texas Penal Code	Chapter 7: Kidnapping and Human Trafficking	<ol style="list-style-type: none">1. Read Chapter 72. Review PPT presentation for text Chapter 73. Respond to the questions in discussion area4. Take Quiz # 7 - Friday, October 11, 2024 from 8AM until 11:59PM
10/14	<ol style="list-style-type: none">1. Define the terms "curtilage," "building," and "habitation" as used in the Texas Penal Code2. Successfully apply to a given factual scenario the elements of the offense of arson as defined in the Texas Penal Code3. Recognize the statutory defenses to the crime of arson as defined in the Texas Penal Code4. Successfully apply to a given factual scenario the elements of the offenses of criminal mischief and reckless damage or destruction as defined in the Texas Penal Code5. Successfully apply to a given factual scenario the elements of the offense of graffiti as defined in the Texas Penal Code6. Recognize that the offenses of criminal mischief and graffiti are content neutral when applied to markings containing communicative expression	Chapter 8: Property Destruction Offense	<ol style="list-style-type: none">1. Read Chapter 82. Review PPT presentation for text Chapter 83. Respond to the questions in discussion area4. Take Quiz # 8 - Friday, October 18, 2024 from 8AM until 11:59PM



10/21	<p>1. Recognize that under Texas law all forms of theft of property are consolidated into a single offense labeled "theft"</p> <p>2. Successfully apply to a given factual scenario the elements of the offense of theft as defined in the Texas Penal Code</p> <p>3. Successfully apply to a given factual scenario the elements of the offense of theft of service as defined in the Texas Penal Code</p> <p>4. Identify the various methods of determining value for purposes of the Texas law of theft</p> <p>5. Successfully apply to a given factual scenario the criteria for determining whether a violation of the Texas theft statute constitutes a felony or a misdemeanor</p> <p>6. Successfully apply to a given factual scenario the elements of the offense of unauthorized use of a vehicle as defined in the Texas Penal Code</p> <p>7. Successfully apply to a given factual scenario the elements of the offenses of forgery and credit card/debit card abuse as defined in the Texas Penal Code</p> <p>8. Successfully apply to a given factual scenario the elements of the offense of issuance of bad check as defined in the Texas Penal Code</p> <p>9. Identify the appropriate Texas penal statutes that apply to a given factual scenario concerning acts of identity theft</p>	<p>Chapter 9: Theft, Fraud, and Related Offenses</p> <p>1. Read Chapter 9</p> <p>2. Review PPT presentation for text Chapter 9</p> <p>3. Respond to the questions in discussion area</p> <p>4. Take Quiz # 9 - Friday, October 25, 2024 from 8AM until 11:59PM</p>
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10/28	<ol style="list-style-type: none">1. Define the phrase “in the course of committing theft” as used in the Texas robbery statute2. Successfully apply to a given factual scenario the elements of the offenses of robbery and aggravated robbery as defined in the Texas Penal Code3. Successfully apply to a given factual scenario the elements of the offenses of robbery and aggravated robbery as defined in the Texas Penal Code4. Successfully apply to a given factual scenario the elements of the offense of burglary as defined in the Texas Penal Code5. Define the terms enter and entry as they relate to the offenses of burglary, burglary of vehicles, burglary of a coin-operated machine, and criminal trespass in the Texas Penal Code6. Successfully apply to a given factual scenario the elements of the offenses of burglary of vehicles and burglary of a coin-operated machine as defined in the Texas Penal Code7. Successfully apply to a given factual scenario the elements of the offense of criminal trespass as defined in the Texas Penal Code8. Recognize circumstances when enforcement of the Texas criminal trespass statute may raise conflicts with an individual's exercise of 1st Amendment rights	Chapter 10: Robbery, Burglary, and Criminal Trespass	<ol style="list-style-type: none">1. Read Chapter 102. Review PPT presentation for text Chapter 103. Respond to the questions in discussion area4. Take Quiz # 10 - Friday, November 1, 2024 from 8AM until 11:59PM5. Review and study Chapters 5 through 10 for Test # 26. Take on-line Test # 2 - Saturday, November 2, 2024 from 8AM until 11:59PM
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11/4	<ol style="list-style-type: none">1. Successfully apply to a given factual scenario the elements of the offense of failure to report a felony as defined in the Texas Penal Code2. Successfully apply to a given factual scenario the elements of the offense of false report to a peace officer as defined in the Texas Penal Code3. Successfully apply to a given factual scenario the elements of the offense of tampering with or fabricating evidence as defined in the Texas Penal Code4. Successfully apply to a given factual scenario the elements of the offense of failure to identify as defined in the Texas Penal Code5. Successfully apply to a given factual scenario the elements of the offense of interference with public duties as defined in the Texas Penal Code6. Recognize that speech alone does not violate the interference with public duties statute7. Successfully apply to a given factual scenario the elements of the offenses of evading arrest or detention, resisting arrest or transportation, and escape as defined in the Texas Penal Code8. Successfully apply to a given factual scenario the elements of the offense of bribery as defined in the Texas Penal Code9. Successfully apply to a given factual scenario the elements of the offenses of perjury and aggravated perjury as defined in the Texas Penal Code	Chapter 11: Offenses Against Government Operations	<ol style="list-style-type: none">1. Read Chapter 112. Review PPT presentation for text Chapter 113. Respond to the questions in discussion area4. Take on-line Quiz # 11 - Friday, November 8, 2024 from 8AM until 11:59PM
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11/11	<ol style="list-style-type: none">1. Define the terms public place, fighting words, and unreasonable noise as they relate to the Texas disorderly conduct statute2. Successfully apply to a given factual scenario the elements of the offense of disorderly conduct as defined in the Texas Penal Code3. Successfully apply to a given factual scenario the elements of the offense of obstructing public passageway as defined in the Texas Penal Code4. Recognize circumstances when enforcement of the disorderly conduct and obstructing public passageway statutes conflicts with the exercise of 1st Amendment rights5. Successfully apply to a given factual scenario the elements of the offense of prostitution as defined in the Texas Penal Code6. Successfully apply to a given factual scenario the elements of the offenses of unlawful carrying of weapons, prohibited weapons, and places weapons prohibited as defined in the Texas Penal Code7. Recognize the statutory exemptions and defenses to the Texas weapons statutes8. Successfully apply to a given factual scenario the elements of the offense of gambling as defined in the Texas Penal Code9. Successfully apply to a given factual scenario the elements of the offense of possession of a controlled substance and delivery of a controlled substance as defined in the Texas law	Chapter 12: Public Disorder, Indecency, Health, and Safety Offenses	<ol style="list-style-type: none">1. Read Chapter 122. Review PPT presentation for text Chapter 123. Respond to the questions in discussion area4. Take Quiz # 12 - Friday, November 15, 2024 from 8AM until 11:59PM5. Research papers are due Sunday, November 10, 2024 by midnight
11/18	<ol style="list-style-type: none">1. Define the terms intoxicated and blood alcohol concentration as used in the Texas Penal Code2. Successfully apply to a given factual scenario the elements of the offense of public intoxication as defined in the Texas Penal Code3. Identify the alternatives available under Texas law for post-detention disposition of publicly intoxicated individuals4. Successfully apply to a given factual scenario the elements of the offense of driving while intoxicated as defined in the Texas Penal Code5. Successfully apply to a given factual scenario the elements of the offense of intoxication assault as defined in the Texas Penal Code6. Successfully apply to a given factual scenario the elements of the offense of intoxication manslaughter as defined in the Texas Penal Code	Chapter 13: Intoxication Offenses	<ol style="list-style-type: none">1. Read Chapter 132. Review PPT presentation for text Chapter 133. Respond to the questions in discussion area4. Take Quiz # 13 - Friday, November 22, 2024 from 8AM until 11:59PM

11/25	<ol style="list-style-type: none"> 1. Take Exam #3 (Monday, November 25, 2024) 2. November 27 – no class 3. November 28 – 30 /Thanksgiving Holiday 	Exam	<ol style="list-style-type: none"> 1. Take Test # 3 over Chapter 11 through 13, November 25, 2024 from 8AM until 11:59PM 2. Clarifications, if any, on course materials and Review for Final Exam
12/2	<ol style="list-style-type: none"> 1. Clarifications, if any, on course materials and Review for Final Comprehensive Exam 		<ol style="list-style-type: none"> 1. Exam is scheduled for Wednesday, December 4, 2024, from 8A until 11:59 PM.

University/College Policies

Please see the University Policies below.

COVID-19 Related Policies

If you have tested positive for COVID-19, please refer to the Student Handbook, Appendix A (Attendance Rule) for instructions.

Required Class Attendance

Students are expected to attend every class in person (or virtually, if the class is online) and to complete all assignments. If you cannot attend class, it is your responsibility to communicate absences with your professors. The faculty member will decide if your excuse is valid and thus may provide lecture materials of the class. According to University policy, acceptable reasons for an absence, which cannot affect a student's grade, include:

- Participation in an authorized University activity.
- Death or major illness in a student's immediate family.
- Illness of a dependent family member.
- Participation in legal proceedings or administrative procedures that require a student's presence.
- Religious holy day.
- Illness that is too severe or contagious for the student to attend class.
- Required participation in military duties.
- Mandatory admission interviews for professional or graduate school which cannot be rescheduled.

Students are responsible for providing satisfactory evidence to faculty members within seven calendar days of their absence and return to class. They must substantiate the reason for the absence. If the absence is excused, faculty members must either provide students with the opportunity to make up the exam or other work missed, or provide a satisfactory alternative to complete the exam or other work missed within 30 calendar days from the date of absence. Students who miss class due to a University-sponsored activity are responsible for identifying their absences to their instructors with as much advance notice as possible.

Classroom Behavior (applies to online or Face-to-Face Classes)

TAMU encourages classroom discussion and academic debate as an essential intellectual activity. It is essential that students learn to express and defend their beliefs, but it is also essential that they learn to listen and respond respectfully to others whose beliefs they may not share. The University will always tolerate different, unorthodox, and unpopular points of view, but it will not tolerate condescending or insulting remarks. When students verbally abuse or ridicule and intimidate others whose views they do not agree with, they subvert the free exchange of ideas that should characterize a university classroom. If their actions are deemed by the professor to be disruptive, they will be subject to appropriate disciplinary action (please refer to Student Handbook Article 4).

TAMU Honor Code: Plagiarism and Cheating

As a TAMU student, you are bound by the TAMU Honor Code to conduct yourself ethically in all your activities as a TAMU student and to report violations of the Honor Code. Please read carefully the Student Handbook Article 7 and Article 10 available at <https://www.tamtu.edu/scce/studenthandbook.shtml> (<https://www.tamtu.edu/scce/studenthandbook.shtml>).

We are committed to strict enforcement of the Honor Code. Violations of the Honor Code tend to involve claiming work that is not one's own, most commonly plagiarism in written assignments and any form of cheating on exams and other types of assignments.

Plagiarism is the presentation of someone else's work as your own. It occurs when you:

1. Borrow someone else's facts, ideas, or opinions and put them entirely in your own words. You must acknowledge that these thoughts are not your own by immediately citing the source in your paper. Failure to do this is plagiarism.

2. Borrow someone else's words (short phrases, clauses, or sentences), you must enclose the copied words in quotation marks as well as citing the source. Failure to do this is plagiarism.
3. Present someone else's paper or exam (stolen, borrowed, or bought) as your own. You have committed a clearly intentional form of intellectual theft and have put your academic future in jeopardy. This is the worst form of plagiarism.

Here is another explanation from the 2020, seventh edition of the Manual of The American Psychological Association (APA):

"Plagiarism is the act of presenting the words, idea, or images of another as your own; it denies authors or creators of content the credit they are due. Whether deliberate or unintentional, plagiarism violates ethical standards in scholarship" (p. 254). This same principle applies to the illicit use of AI.

Plagiarism: Researchers do not claim the words and ideas of another as their own; they give credit where credit is due. Quotations marks should be used to indicate the exact words of another. Each time you paraphrase another author (i.e., summarize a passage or rearrange the order of a sentence and change some of the words), you need to credit the source in the text. The key element of this principle is that authors do not present the work of another as if it were their own words. This can extend to ideas as well as written words. If authors model a study after one done by someone else, the originating author should be given credit. If the rationale for a study was suggested in the discussion section of someone else's article, the person should be given credit. Given the free exchange of ideas, which is very important for the health of intellectual discourse, authors may not know where an idea for a study originated. If authors do know, however, they should acknowledge the source; this includes personal communications (p. 11). For guidance on proper documentation, consult the Academic Success Center or a recommended guide to documentation and research such as the Manual of the APA or the MLA Handbook for Writers of Research Papers. If you still have doubts concerning proper documentation, seek advice from your instructor prior to submitting a final draft.

TAMIU has penalties for plagiarism and cheating.

- **Penalties for Plagiarism:** Should a faculty member discover that a student has committed plagiarism, the student should receive a grade of 'F' in that course and the matter will be referred to the Honor Council for possible disciplinary action. The faculty member, however, may elect to give freshmen and sophomore students a "zero" for the assignment and to allow them to revise the assignment up to a grade of "F" (50%) if they believe that the student plagiarized out of ignorance or carelessness and not out of an attempt to deceive in order to earn an unmerited grade; the instructor must still report the offense to the Honor Council. This option should not be available to juniors, seniors, or graduate students, who cannot reasonably claim ignorance of documentation rules as an excuse. For repeat offenders in undergraduate courses or for an offender in any graduate course, the penalty for plagiarism is likely to include suspension or expulsion from the university.
 - *Caution:* Be very careful what you upload to Turnitin or send to your professor for evaluation. Whatever you upload for evaluation will be considered your final, approved draft. If it is plagiarized, you will be held responsible. The excuse that "it was only a draft" will not be accepted.
 - *Caution:* Also, do not share your electronic files with others. If you do, you are responsible for the possible consequences. If another student takes your file of a paper and changes the name to his or her name and submits it and you also submit the paper, we will hold both of you responsible for plagiarism. It is impossible for us to know with certainty who wrote the paper and who stole it. And, of course, we cannot know if there was collusion between you and the other student in the matter.
- **Penalties for Cheating:** Should a faculty member discover a student cheating on an exam or quiz or other class project, the student should receive a "zero" for the assignment and not be allowed to make the assignment up. The incident should be reported to the chair of the department and to the Honor Council. If the cheating is extensive, however, or if the assignment constitutes a major grade for the course (e.g., a final exam), or if the student has cheated in the past, the student should receive an "F" in the course, and the matter should be referred to the Honor Council. Additional penalties, including suspension or expulsion from the university may be imposed. Under no circumstances should a student who deserves an "F" in the course be allowed to withdraw from the course with a "W."
 - *Caution:* Chat groups that start off as "study groups" can easily devolve into "cheating groups." Be very careful not to join or remain any chat group if it begins to discuss specific information about exams or assignments that are meant to require individual work. If you are a member of such a group and it begins to cheat, you will be held responsible along with all the other members of the group. The TAMIU Honor Code requires that you report any such instances of cheating.
- **Student Right of Appeal:** Faculty will notify students immediately via the student's TAMIU e-mail account that they have submitted plagiarized work. Students have the right to appeal a faculty member's charge of academic dishonesty by notifying the TAMIU Honor Council of their intent to appeal as long as the notification of appeal comes within 10 business days of the faculty member's e-mail message to the student and/or the Office of Student Conduct and Community Engagement. The Student Handbook provides more details.

Use of Work in Two or More Courses

You may not submit work completed in one course for a grade in a second course unless you receive explicit permission to do so by the instructor of the second course. In general, you should get credit for a work product only once.

AI Policies

Your instructor will provide you with their personal policy on the use of AI in the classroom setting and associated coursework.

TAMIU E-Mail and SafeZone

Personal Announcements sent to students through TAMIU E-mail (tamiu.edu or dusty email) are the official means of communicating course and university business with students and faculty –not the U.S. Mail and no other e-mail addresses. Students and faculty must check their TAMIU e-mail accounts regularly, if not daily. Not having seen an important TAMIU e-mail or message from a faculty member, chair, or dean is not accepted as an excuse for failure to take important action.

Students, faculty, and staff are encouraged to download the SafeZone app, which is a free mobile app for all University faculty, staff, and students. SafeZone allows you to: report safety concerns (24/7), get connected with mental health professionals, activate location sharing with authorities, and anonymously report incidents. Go to <https://www.tamiu.edu/adminis/police/safezone/index.shtml> for more information.

Copyright Restrictions

The Copyright Act of 1976 grants to copyright owners the exclusive right to reproduce their works and distribute copies of their work. Works that receive copyright protection include published works such as a textbook. Copying a textbook without permission from the owner of the copyright may constitute copyright infringement. Civil and criminal penalties may be assessed for copyright infringement. Civil penalties include damages up to \$100,000; criminal penalties include a fine up to \$250,000 and imprisonment. Copyright laws do not allow students and professors to make photocopies of copyrighted materials, but you may copy a limited portion of a work, such as article from a journal or a chapter from a book for your own personal academic use or, in the case of a professor, for personal, limited classroom use. In general, the extent of your copying should not suggest that the purpose or the effect of your copying is to avoid paying for the materials. And, of course, you may not sell these copies for a profit. Thus, students who copy textbooks to avoid buying them or professors who provide photocopies of textbooks to enable students to save money are violating the law.

Students with Disabilities

Texas A&M International University seeks to provide reasonable accommodations for all qualified persons with disabilities. This University will adhere to all applicable federal, state, and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal education opportunity. It is the student's responsibility to register with the Office of Student Counseling and Disability Services located in Student Center 126. This office will contact the faculty member to recommend specific, reasonable accommodations. Faculty are prohibited from making accommodations based solely on communications from students. They may make accommodations only when provided documentation by the Student Counseling and Disability Services office.

Student Attendance and Leave of Absence (LOA) Policy

As part of our efforts to assist and encourage all students towards graduation, TAMIU provides LOA's for students, including pregnant/parenting students, in accordance with the Attendance Rule (Section 3.07) and the Student LOA Rule (Section 3.08), which includes the "Leave of Absence Request" form. Both rules can be found in the TAMIU Student Handbook (URL: <http://www.tamiu.edu/studentaffairs/StudentHandbook1.shtml>) (<http://www.tamiu.edu/studentaffairs/StudentHandbook1.shtml/>).

Pregnant and Parenting Students

Under Title IX of the Education Amendments of 1972, harassment based on sex, including harassment because of pregnancy or related conditions, is prohibited. A pregnant/parenting student must be granted an absence for as long as the student's physician deems the absence medically necessary. It is a violation of Title IX to ask for documentation relative to the pregnant/parenting student's status beyond what would be required for other medical conditions. If a student would like to file a complaint for discrimination due to his or her pregnant/parenting status, please contact the TAMIU Title IX Coordinator (Lorissa M. Cortez, 5201 University Boulevard, KLM 159B, Laredo, TX 78041, TitleIX@tamiu.edu, 956.326.2857) and/or the Office of Civil Rights (Dallas Office, U.S. Department of Education, 1999 Bryan Street, Suite 1620, Dallas, TX 75201-6810, 214.661.9600). You can also report it on TAMIU's anonymous electronic reporting site: <https://www.tamiu.edu/reportit> (<https://www.tamiu.edu/reportit/>).

TAMIU advises a pregnant/parenting student to notify their professor once the student is aware that accommodations for such will be necessary. It is recommended that the student and professor develop a reasonable plan for the student's completion of missed coursework or assignments. The Office of Equal Opportunity and Diversity (Lorissa M. Cortez, lorissam.cortez@tamiu.edu) can assist the student and professor in working out the reasonable accommodations. For other questions or concerns regarding Title IX compliance related to pregnant/parenting students at the University, contact the Title IX Coordinator. In the event that a student will need a leave of absence for a substantial period of time, TAMIU urges the student to consider a Leave of Absence (LOA) as outlined in the TAMIU Student Handbook. As part of our efforts to assist and encourage all students towards graduation, TAMIU provides LOA's for students, including pregnant/parenting students, in accordance with the Attendance Rule and the Student LOA Rule. Both rules can be found in the TAMIU Student Handbook (<https://www.tamiu.edu/scce/studenthandbook.shtml>) (<https://www.tamiu.edu/scce/studenthandbook.shtml/>).

Anti-Discrimination/Title IX

TAMIU does not discriminate or permit harassment against any individual on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity in admissions, educational programs, or employment. If you would like to file a complaint relative to Title IX or any civil rights violation, please contact the TAMIU Director of Equal Opportunity and Diversity/Title IX Coordinator, Lorissa M. Cortez, 5201 University Boulevard, Killam Library 159B, Laredo, TX 78041, TitleIX@tamiu.edu, 956.326.2857, via the anonymous electronic

reporting website, ReportIt, at <https://www.tamtu.edu/reportit> (<https://www.tamtu.edu/reportit/>), and/or the Office of Civil Rights (Dallas Office), U.S. Department of Education, 1999 Bryan Street, Suite 1620, Dallas, TX 75201-6810, 214.661.9600.

Incompletes

Students who are unable to complete a course should withdraw from the course before the final date for withdrawal and receive a “W.” To qualify for an “incomplete” and thus have the opportunity to complete the course at a later date, a student must meet the following criteria:

1. The student must have completed 90% of the course work assigned before the final date for withdrawing from a course with a “W”, and the student must be passing the course;
2. The student cannot complete the course because an accident, an illness, or a traumatic personal or family event occurred after the final date for withdrawal from a course;
3. The student must sign an “Incomplete Grade Contract” and secure signatures of approval from the professor and the college dean.
4. The student must agree to complete the missing course work before the end of the next long semester; failure to meet this deadline will cause the “I” to automatically be converted to an “F”; extensions to this deadline may be granted by the dean of the college. This is the general policy regarding the circumstances under which an “incomplete” may be granted, but under exceptional circumstances, a student may receive an incomplete who does not meet all of the criteria above if the faculty member, department chair, and dean recommend it.

WIN Contracts

The Department of Biology and Chemistry does not permit WIN contracts. For other departments within the college, WIN Contracts are offered only under exceptional circumstances and are limited to graduating seniors. Only courses offered by full-time TAMTU faculty or TAMTU instructors are eligible to be contracted for the WIN requirement. However, a WIN contract for a course taught by an adjunct may be approved, with special permission from the department chair and dean. Students must seek approval before beginning any work for the WIN Contract. No student will contract more than one course per semester. Summer WIN Contracts must continue through both summer sessions.

Student Responsibility for Dropping a Course

It is the responsibility of the student to drop the course before the final date for withdrawal from a course. Faculty members, in fact, may not drop a student from a course without getting the approval of their department chair and dean.

Independent Study Course

Independent Study (IS) courses are offered only under exceptional circumstances. Required courses intended to build academic skills may not be taken as IS (e.g., clinical supervision and internships). No student will take more than one IS course per semester. Moreover, IS courses are limited to seniors and graduate students. Summer IS course must continue through both summer sessions.

Grade Changes & Appeals

Faculty are authorized to change final grades only when they have committed a computational error or an error in recording a grade, and they must receive the approval of their department chairs and the dean to change the grade. As part of that approval, they must attach a detailed explanation of the reason for the mistake. Only in rare cases would another reason be entertained as legitimate for a grade change. A student who is unhappy with his or her grade on an assignment must discuss the situation with the faculty member teaching the course. If students believe that they have been graded unfairly, they have the right to appeal the grade using a grade appeal process in the Student Handbook and in the Faculty Handbook.

Final Examination

All courses in all colleges must include a comprehensive exam or performance and be given on the date and time specified by the Academic Calendar and the Final Exam schedule published by the Registrar’s Office. In the College of Arts & Sciences all final exams must contain a written component. The written component should comprise at least 20% of the final exam grade. Exceptions to this policy must receive the approval of the department chair and the dean at the beginning of the semester.

Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it. The Telus app is available to download directly from TELUS (tamtu.edu) (<https://www.tamtu.edu/counseling/telus/>) or from the Apple App Store and Google Play.

Distance Education Courses

Online Courses and On-Campus Meetings

Texas Administrative Code (TAC), Title 19, Part 1, Chapter 2, Subchapter J, Section 2.202 ([https://texreg.sos.state.tx.us/public/readtac\\$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=2&rl=202](https://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=2&rl=202)), defines distance education as the formal educational

process that occurs when students and instructors are not in the same physical setting for the majority (more than 50%) of instruction. Distance education includes hybrid and 100% online courses and programs as defined by the Texas Higher Education Coordinating Board (THECB):

- **Hybrid Course** - A distance education course in which more than 50 percent but less than 100 percent of instructional activity takes place when the student(s) and instructor(s) are in separate physical locations.
- **100-Percent Online Course** - A distance education course in which 100 percent of instructional activity takes place when the student(s) and instructor(s) are in separate physical locations. **Requirements for on-campus or in-person orientation, testing, academic support services, internships/fieldwork, or other non-instructional activities do not exclude a course from this category.**

In this online course, be sure to confirm what in-person meetings may be required of you (if applicable).

Course Structure

This is a fifteen-week (15) course consisting of 15 lessons. Lesson or module folders are located within the Lessons Tab of the course shell. Each of the lesson folders has a time and date to open; they cannot be accessed in advance. For example, if today's date were November 21, 2023, only the Introduction to the Course folder will be accessible. This timed access is purposefully done so that students focus only on the materials at hand and to keep them on track with the course schedule.

Overviews of each lesson's folders will find the following: (1) introduction the specific lesson, (2) the learning objectives, (3) the required and optional tasks, and (4) the materials. The tasks range from reading specific chapters from the textbook, viewing the MS Power Point Presentations, and engaging in a quiz, discussion threads, and a writing assignment. (Lessons start on Sunday's and end on Saturdays).

Assessments such as quizzes, discussion questions and tests will be under each Lesson Week. The final comprehensive exam will be posted separately ("Week 1" or "Week 2"). The quizzes and examinations will be due at specific times and dates. The research paper/project and the Final Examination have their own portals with their respective opening and closing times/dates. More details are given on the Blackboard Lessons tab.

This is an intense and demanding course. Hence, students will need to have dedication, energy, and time to engage in the materials, activities, and assessments within the specified time frame.

Student-Instructor Communication Policy and Response Time

Announcements/Course Messages/Emails

The best way to contact the instructor for this course is through email, prefer course message. For the purpose of this course, all communication will be through the course email facility. Instructor's responses to a student's email will be within 48 hours. Please use the Middle Point Forum for clarification and additional questions.

Assignments and Assessments

Feedback will be available as the course progresses. Grades will be posted as soon as quizzes, discussion questions, and tests are graded the next day, no more that two (2) days. Research project feedback will be available no later than two (2) weeks due to the amount of students in the class.

Course Communication Guidelines (Netiquette)

There are course expectations concerning etiquette or how we should treat each other online. We must consider these values as we communicate with one another. Visit **Instructional Technology and Distance Education Services' web page on Netiquette** (<http://www.tamui.edu/distance/students/netiquette.shtml/>) for further instruction.

Accommodations/Accessibility Policy

Texas A&M International University seeks to provide reasonable accommodation for all qualified persons with disabilities. This University will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to register with the Director of Student Counseling and to contact the faculty member in a timely fashion to arrange for suitable accommodation. For more information, contact the online at **Office of Disability Services for Students (DSS)**, via phone at 956.326.3086 or by visiting the staff at the Student Center, room 118. A link to the Disabilities Services for Students site has also been included under the "Resources" tab inside the course.

Student Support Resources

The University wishes to have all students succeed in their courses. To provide support to our students, an array of services in the areas of technology support, academic support, student support, and accessibility support may be found at the University. For more information, visit the Instructional Technology and Distance Education Services page on **University Resources and Support Services**.

Computer/Technology Requirements

Students enrolling in the course should be familiar with utilizing the latest versions of Microsoft (MS) Office and its software such as MS Word, MS Excel, MS Power Point. Students are expected to have access to a computer and/or laptop with reliable Internet access and connection. Students

should be familiar with and possess a basic computer skill set, Internet navigations skills, and emailing skills. Atomic Learning training videos are provided by the Office of Information Technology (OIT) for students who may lack any skill.

When participating in distance education courses, it is vital to consider the technology involved in order to have a successful course. Online students will need regular access to a personal computer that runs on a broadband Internet connection.

It is recommended that you meet the technical requirements listed on the Instructional Technology and Distance Education Services' webpage when using the learning management system (LMS) of the University.

Additional Hardware. For this class, you will need the following additional hardware: A computer (desktop/laptop) or mobile device (smartphone/tablet) that is less than five years old will work. Recently purchased laptops may have these built-in web cameras. If you do not have this equipment, it is recommended to purchase a stand-alone webcam, microphone, or a webcam with a built-in microphone from your local electronic store or any online store.

NOTE: Instructional Technology and Distance Education Services may check out available webcams to students on a first-come, first-served basis. To check out a webcam, please stop by Killam Library, Room 259, and request an available webcam.

Additional Software. You will need the following additional software: TAMIU Students may access online versions of this software through their Dusty Office 365 account at <https://dusty.tamiu.edu/>. This site also provides students access to download the Microsoft suite for educational use. **See instructions for downloading the Microsoft Office suite.**

Note: Students, if you do not own the required hardware or software or do not have access to the Internet, it will be highly challenging for you to make any progress in this class. However, my goal is to assist you in finding solutions and guide you appropriately most of the required materials can either be found free of charge at TAMIU's library, classrooms, and available computer labs. **Visit Media Services' web page on the availability of on-campus computer labs.** In addition, you may also purchase any of these items at any electronic store.

Learning Management System (Blackboard)

Students are provided with an orientation (*eLearning (Blackboard) Student Orientation*) and access to guides on how to use the Blackboard LMS. Guides may be available at **Instructional Technology and Distance Education Services' Student eLearning Tutorial Videos page** or by contacting the eLearning team at elearning@tamiu.edu.

Minimum Technical Skills Expected

When participating in distance education. Students enrolling in the course should be familiar with utilizing the latest versions of Microsoft (MS) Office and its software such as MS Word, MS Excel, MS Power Point. Students are expected to have access to a computer and/or laptop with reliable Internet access and connection. Students should be familiar with and possess a basic computer skill set, Internet navigations skills, and emailing skills. Atomic Learning training videos are provided by the Office of Information Technology (OIT) for students who may lack any skill. When participating in distance education courses, it is vital to consider the technology involved in order to have a successful course. Students in distance education should have knowledge of basic computer and Internet skills, as mentioned on the **Instructional Technology and Distance Education Services' webpage**.

Technical Support Services

Because of the nature of distance education courses, the Office of Information Technology (OIT) computing and information services are vital to the success of online students. This webpage covers contact information for Distance Education Services (Blackboard Support), the OIT Help Desk, and E-mail support: **Technical Support Services**.

Web Conferences/Synchronous sessions

If students need to meet, a web conference, maybe held, but not necessary.

Grading Scale/Schema (after Grade Breakdown section)

In determining the final course grade, the following scale is used in percentage.

- 90 - 100% = A
- 80 - 89.99% = B
- 70 - 79.99% = C
- 60 - 69.99% = D
- Below than 60% = F

Rubrics will be used for research paper (see syllabus).

Late Work Policy

Late assignments will not be accepted unless exigent circumstances exist. The instructor will review requests on a case-by-case basis. Students are required to provide proof of the emergency circumstances. Also, there is no makeup for writing assignments, quizzes, midterm exams, research paper or the final exam unless some foreseen circumstances exist, and prior arrangements have been made with the instructor. Students must not wait

until the last minute to contact the instructor about the issue at hand. Therefore, I have the final decision on what absences are legitimate and when makeup will be allowed or given.

Course Evaluation

At the end of this course, students are encouraged to complete a course evaluation that will be distributed to them via email and through a course link.

Turnitin Policy Or Other Types of Assignments in Other Systems

Students must submit term papers, which is the major written requirement for this on-line course. Submission must be processed through Turnitin (an originality checker software and drop box) prior to submission and grading. Only research with a similarity index of less than 20% (i.e., $SI \leq 20\%$) will be accepted and graded. Hence, students are encouraged to compose a pre-final draft (or multiple of the research earlier than the deadline. This will allow them the opportunity to run it through Turnitin in order to comply with the $SI \leq 20\%$ threshold.

If pre-deadline entries run through Turnitin indicate similarity indices greater than 20%, students will need to rewrite their papers until they meet the $SI \leq 20\%$ threshold. A research paper that satisfies the $SI \leq 20\%$ threshold will still be subject to further scrutiny for originality and plagiarism. A research paper that does not meet the threshold criterion will not be considered submitted and hence not graded.

Online classes have deadlines, assignments, and participation requirements just like on-campus classes. It is important for students to use their time carefully and keep an open line of communication with their instructor. If you are having technical problems, problems with the assignments, or other problems that are impeding their progress, they should notify the instructor as soon as possible.

Proctoring

This course requires the use of LockDown Browser for online tests and exams including webcam which is available for the one-time purchase price of \$10.00.

Accessibility and Privacy Statements on Course Technologies

Texas A&M International University seeks to provide reasonable accommodations for all qualified persons with disabilities. This University will adhere to all applicable federal, state, and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal education opportunity. It is the student's responsibility to register with the Director of Student Counseling and to contact the faculty member in a timely fashion to arrange for suitable accommodation. For more information, contact the Office of Disability Services for Students (DSS) via phone at 956.326.2230, online at <http://www.tamui.edu/wellness/disability.shtml> (<http://www.tamui.edu/wellness/disability.shtml/>), or by visiting the staff at the Senator Judith Zaffirini Student Success Center, room 138. A link to the Disabilities Services for Students site has also been included under the "Resources" tab inside the course.

At Texas A&M International University, we believe that all students should have equal technology opportunities in the classroom. These technologies/sites may also require user data, such as the creation of a username and password. You may find the accessibility and privacy policies of the technologies used in this class on the following pages: **Accessibility Statements and Privacy Statements**.

The following software is required:

- An Internet Browser, Mozilla Firefox preferred. (See Internet Browser section for more information.)
- Adobe Acrobat Reader,
- Flash Player (latest version),
- Java (latest version),
- Quicktime Player
- Windows Media Player
- Respondus Monitor

Optional Software

1. MS Office 2007 or greater (includes Microsoft Word, 365, Excel and PowerPoint)

Internet Connection

- A stable Internet connection of 56K or greater is required. (*However, please note that a 56K connection may degrade the quality of the experience.*)

Internet Browser

Various browsers may be able to access the learning management system. By using the following information:

- Use Mozilla Firefox 3.5 or higher (Mac or PC), Internet Explorer 7 or higher (PC). (*Please note that eLearning (learning management system) may not fully be compatible with the latest versions of each browser.*)

- Be sure to properly configure the Internet browser. *(Please note that Mozilla Firefox is the university-preferred browser. To download Firefox, please visit [http://www.mozilla.org/en-US/firefox/.](http://www.mozilla.org/en-US/firefox/))*
- Check to make sure the proper configured via the Browser Check provided below. This component will also be provided in the learning management system.

Syllabus Subject to Change

While information and assurances are provided in this course syllabus, it should be understood that content may change in keeping with new research and literature and that events beyond the control of the instructor could occur. Students will be informed of any substantive occurrences that will produce syllabus changes.