

PSCI 4309 - Mexican Politics Government

Fall 2024 Syllabus, Section 101, CRN 15563

Instructor Information

James A Norris

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Office Hours:

T, R, & F 3:30 pm 4:20 pm

other times by appointment

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Please contact me through Blackboard Message

Times and Location

MWF 12pm-12:55pm in Pellegrino Hall 116

Course Description

This course explores the roles of Mexican government institutions, state and local governments, political parties, the military, economic elites and social movements. The course analyzes the evolution of their relationships over time, as well as their influence on domestic and foreign choices.

Prerequisites: Junior or Senior Standing.

Social Sciences Department, College of Arts & Sciences

Additional Course Information

Extra Credit: You may earn 1 extra credit point for each Sanchez or similar lecture you attend. Fill out the attendance sheet after the lecture. Any **extra-credit** opportunities offered by the professor will be offered to all students on an equal basis. Please do not ask the professor for individualized extra credit opportunities.

Term Paper: You will each write a formal academic term paper of at least eight (8), but no more than twelve (12) double-spaced type-written pages of text as your writing project for this course. A cover page is required; a list of references is required. The cover page and references are not counted as pages of written text. Each page of text requires a page number. You must use a standard type-face or font12. You may choose any subject concerning Mexican government, Mexican social or political history, Mexican political culture, Mexican public administration, or another appropriate subject. This paper must be written in the American Political Science Association (APSA) or Chicago (Turabian) [footnotes] style (your choice). If you do not know these styles, check the library or bookstore for style manuals. Copies of all out-of-class written assignments must be submitted to the appropriate TurnItIn.com "drop box" in Blackboard. You may turn-in a (paper) version for early "pre-grading" between Oct 2 and October 30. The paper is due by 11:59 pm 18 November 2024. In the event that the timeliness of an assignment is in question, the time submitted to Blackboard will be used as the definitive record of when the assignment was received. The professor will not grade any assignment not received in a timely fashion. 1 Use proportional typefaces such as Times New Roman, Arial, Calibri, Garamond, etc. "Typewriter-style" (constant width) typefaces such as Courier New are **NOT acceptable**. Also, use left text alignment (aka justification) only; do NOT use full justification.

Class Policies: Please see last pages for additional TAMIU policies.

I make it a general policy to treat all students as adults. This means that you must take a greater personal responsibility for your performance in the course. I am always happy to meet with students to discuss their concerns about the course, but I will not necessarily assume that you are in difficulty simply because you perform poorly on a homework assignment or disappear from class for a few days. Please provide a respectful learning environment for your fellow students.

AI Use: You are probably aware that I cannot accept a term paper or essay written by an AI, but you may use AI to help you research a term-paper topic or an Exam Essay. Just DO NOT try to slip an AI produced work as your own. I will be able to detect a paper written by AI and not by an undergraduate student. This will have grave consequences insofar as academic disciplinary action.

Note-taking: You are expected to take notes during lectures, discussions, and videos. Lecture outlines will assist you in this process. However, it is not enough simply to copy the lecture outline—you must take notes in order to do well on exams. Please do not try to follow along with me in your textbook—I do not lecture directly from your book and you will end up missing key points in the lecture. If you miss a class, check with your fellow students to see if someone will lend you their notes.

Readings: Readings are assigned to supplement the lectures, not to replace them. I will often lecture on the same material as the textbooks, but that does not absolve students from reading the textbooks. You will be expected to integrate lecture and reading material on the exams in a thoughtful manner. If you are having trouble understanding the readings, please come talk to me in my office.

I do not provide lecture notes for students under any circumstances. You will have to rely on the generosity of a classmate or make use of any materials provided on the textbook website or the textbook's study guide (if applicable). Students with disabilities who require notes or other learning environment accommodations should consult with the Student Disability Services office for assistance.

Questions during lecture: I will stop frequently during lecture to ask if there are any questions on the material we are covering, and you should feel free to ask whatever you want during that time. Should you have additional questions that are not pertinent to the rest of the class or if you feel uncomfortable asking them during class, see me afterwards or come by my office hours. Remember, THERE ARE NO STUPID QUESTIONS!

Office Hours: Professors have office hours for the benefit of their students. Please do not hesitate to visit me during my office hours, email me, or through a Blackboard message.

Make-up exams: Make-up exams will be given only in extraordinary circumstances (requiring documentation), and I reserve the right to alter the format of make-up exams. In order to take a make-up exam you must contact me before or on the day of the assignment, and you must bring verification of your excuse with you. If you must leave town on an emergency, I expect you to contact me BEFORE you leave and as soon as you return in order to make up work missed—my email and Blackboard work 24 hours a day [well there are some down periods]. You would not leave town without informing your employer first; your professors deserve the same consideration. There are NO make-ups for missed quizzes.

Note to Students:

Please Remember the Following:

1. Student is totally responsible for keeping track of their grades. Angel allows you to check you grades
2. within the course. Don't worry, you and the professor are the only ones who can see your grades.
3. If there are questions about grades or other problems, it is the student's responsibility to politely let the professor know of these.
4. The procedures described in this syllabus are subject to change at the discretion of the instructor.
5. Announcement in class or in the Angel is considered sufficient notice.
6. There will be material on the tests that will not be covered in class lectures but is in the textbook.
7. It is essential that you read each text carefully and thoroughly. This is a college course and much reading is required. I recommend you read the textbook three times. Skim the assigned chapter before class, then read it thoroughly after class, and last read it again when studying for the exam.
8. I want you to do well. Please work hard and please read.

Good Luck!

ESMOAS

Students in this course may wish to participate in the ESMOAS [The Eugene Scassa Mock OAS]. The 28th Annual ESMOAS Summit of the Americas competition and conference will be held, tentatively, November 8-10, 2024, at Baylor University in Waco, Texas. Registration is \$60/student. We will try to fund raise and to ask for money from the COAS student travel fund. We may also reorganize the Political Science Association, and then some funds can come from the SGA. There is also a Parliamentary Scrimmage to be held at Our Lady of the Lake University to better learn correct parliamentary procedure on 29 September 2024, at \$30 per student. As many as possible should attend the Parliamentary Scrimmage, and especially head delegates. Unfortunately, I cannot as I already have a commitment for that weekend. I will try to arrange for another faculty member to accompany you-all.

The ESMOAS is a high-pressure 3-day simulation and contest of the Organization of American States diplomacy with face-to-face networking with college students from all around Texas and Mexico, and a few other states. Students interested in diplomacy, international relations, international affairs, and international law find this an especially rewarding and stimulating challenge. Students who wholly and fully participate, learn and practice valuable diplomatic and networking skills for their future careers, and you will even meet people who can help your career and future job search.

The ESMOAS also has a rigorous IACHR [Inter-American Court for Human Rights] Moot Court Competition, that takes place in the Spring 2025 [April 19 - 20, 2025] semester via zoom if you interest is also in International Law. The Moot Court Competition team consists of two students.

The Summit of the Americas conference is a modified simulation of the OAS Permanent Council and the Summit of the Americas. Heads of State (the head delegates) will be asked to debate in the General Committee, while the remaining delegates will serve in the other three committees (Secretariat for Multidimensional Security, Executive Secretariat for Integral Development, and the Committee for Juridical and Political Affairs).

Each delegation [4 to seven students] represents one country, and is comprised of one to two delegates per committee. We will have **Mexico** and another country yet to be named [if we can get enough participation]. Committees will meet in regular debate sessions, as well as informal networking (caucus) sessions, both of which are monitored and judged by a committee of professional program alumni. During debate, committees will pass/fail resolutions brought before them by the delegates, whittle those passed resolutions down to fit a preset target number of passed resolutions, and deal with a hypothetical crisis scenario. During the competition, delegates may also receive additional assignments in keeping with their diplomatic mission. The ESMOAS is also an outstanding preparation for Model UN participation.

Students who faithfully participate in this diplomatic role-playing simulation are exempt for the term paper, because the ESMOAS has several of its own required writing assignments. These are part of the competition.

Program Learning Outcomes

[Enter Program Learning Outcomes here. If there are none, you can REMOVE this section by clicking on the eyeball. **Please don't forget to remove these instructions.**]

Student Learning Outcomes

Course Learning Objectives:

By the end of this course students would be able to:

1. Identify, describe, and analyze the political and economic history of Mexico since independence.
2. Identify, describe, and discuss the intersections between economics and political opening, and the impact of NAFTA [USMCA] and globalization.
3. Evaluate the profound changes that are underway in Mexico's political and civic cultures.
4. Identify, describe, and analyze several major arenas of political life: the three principal branches of the federal government (Executive, Legislature and Judiciary); the mass media; Mexican corporatist structures, and the of the evolving political party system of Mexico.
5. Identify, describe, and analyze Mexico's changing cultures: namely, the bi-national relationship between Mexico and the U.S. and the growing transnational family linkages with Mexican and Mexican origin households in the U.S., the shifting nature of social and community mobilization including radical groups – and how these impact upon class and political identity and citizenship, and changing gender relations and equity of opportunity for women relative to men.

Important Dates

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

Textbooks

Group	Title	Author	ISBN
Required	Politics in Mexico: The Path of a New Democracy, 7th Ed.	Roderic Ai Camp and Shannan L. Mattiace	978-0-19-005715-2

Other Course Materials

To go to the bookstore, [click here \(https://www.bkstr.com/texasaminternationalstore/home/\)](https://www.bkstr.com/texasaminternationalstore/home/).

Grading Criteria

GRADE	PERCENTAGE
A	91-100



B	80-90.9
C	70-79.9
D	60-69.9
F	Below 60

Open Boilerplate

ASSIGNMENT	VALUE
Term paper	30%
Quizzes	10%
Exam 1	20%
Exam 2	20%
Final Exam	20%
Total	100%

Schedule of Topics and Assignments

Day	Date	Agenda/Topic	Reading(s)	Due
Mon	8/26	Course Introduction	The Syllabus, Preface and Chapter 1	
Wed	8/28	Course Introduction, continued		
Fri	8/30	ESMOAS Introduction		Quiz 1 is due at 11:59 pm on 1 September
Mon	9/2	Political – Historical Roots	Chapter 2	
Wed	9/4	Political – Historical Roots, continued		We will watch in class this video: The Storm that Swept Mexico
Fri	9/6	ESMOAS Practice		Quiz 2 is due 11:59 pm on 8 September
Mon	9/9	Political – Historical Roots, continued		ESMOAS Country Assignments Announced
Wed	9/11	Political – Historical Roots, continued		
Fri	9/13	ESMOAS Practice		
Mon	9/16	Political – Historical Roots, continued		
Wed	9/18	Political – Historical Roots, continued		Quiz 3 is due at 11:59 pm on 18 September
Fri	9/20	ESMOAS Practice		September 21 Deadline to register and pay for Parliamentary Workshop
Mon	9/23	Mexico's Political Development	See the PowerPoint	Quiz 4 is due at 11:59 pm on 25 September
Wed	9/25	Mexico's Political Culture	Chapter 3	
Fri	9/27	ESMOAS Parliamentary Procedure Workshop travel to San Antonio	and Saturday September 27	
Mon	9/30	Exam 1	Online Exam open on September 30 from 10 am to 11:59 pm.	Chapters 1 - 3, and Mexican Political Development Special emphasis on the Mexican Revolution [1910 - 1920 ++] Budgetary packet for ESMOAS released.
Wed	10/2	Mexico Political Attitudes	Chapter 4	
Fri	10/4	ESMOAS practice		
Mon	10/7	Mexico Political Attitudes, continued.		Quiz 5 [Chapter 4] due by 11:59 pm October 13
Wed	10/9	Recruitment of Political Elites	Chapter 5	
Fri	10/11	ESMOAS Practice		October 13, last day to register for ESMOAS
Mon	10/14	Recruitment of Political Elites, continued	Chapter 5	Quiz 6 due by 11:59 pm October 16
Wed	10/16	Mexican Coporatism	Chapter 6	



Fri	10/18	ESMOAS practice		Team position papers and team rosters due by 5pm
Mon	10/21	Mexican Corporatism and Government Institutions	Chapter 7	Quiz 7 [Chapter 6] due by 11:59 pm October 23
Wed	10/23	Mexico Government Institutions, continued		
Fri	10/25	ESMOAS practice		
Mon	10/28	Mexico Government Institutions, continued		Quiz 8 [Chapter 7] due at 11:59 pm October 30 ESMOAS Resolutions due by 5pm 30 October.
Wed	10/30	Exam 2	Online Exam 2 open on October 30 from 10 am to 11:59 pm.	Exam covers Chapters 4 through 7
Fri	11/1	ESMOAS practice		
Mon	11/4	Mexican Elections	Chapter 8	
Wed	11/6	Mexican Elections, continued		
Fri	11/8	ESMOAS in Waco, TX		Quiz 9 [Chapter 8] due by 11:59 pm on November 17.
Mon	11/11	No Class		
Wed	11/13	US-Mexico Relations	Chapter 9	
Fri	11/15	US-Mexico Relations, continued		
Mon	11/18	US-Mexico Relations, continued		Quiz 10 [Chapter 9] due by 11:59 pm on November 24
Wed	11/20	Mexico's Modernization	Chapter 10	
Fri	11/22	Mexico's Modernization, continued		
Mon	11/25	Mexico's Modernization, continued		Quiz 11 [Chapter 10] due by 11:59 pm on December 1.
Wed	11/27	No Class		
Fri	11/29	No Class		
Mon	12/2	Last Day of Class		
Wed	12/4	No Class		
Fri	12/6	No Class		
Mon	12/9	Final Exam Week Final Exam Week Final Exam	Online Exam open on December 9 from 10 am to 11:59 pm.	
Wed	12/11	No Class		

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)

TAMIU 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).

TAMIU Honor Code: Plagiarism and Cheating

As a TAMIU student, you are bound by the TAMIU Honor Code to conduct yourself ethically in all your activities as a TAMIU student and to report violations of the Honor Code. Please read carefully the Student Handbook Article 7 and Article 10 available at <https://www.tamiu.edu/scce/studenthandbook.shtml> (<https://www.tamiu.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.tamiau.edu/studentaffairs/StudentHandbook1.shtml> (<http://www.tamiau.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@tamiau.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.tamiau.edu/reportit> (<https://www.tamiau.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@tamiau.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.tamiau.edu/scce/studenthandbook.shtml> (<https://www.tamiau.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@tamiau.edu, 956.326.2857, via the anonymous electronic reporting website, ReportIt, at <https://www.tamiau.edu/reportit> (<https://www.tamiau.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 TAMIU faculty or TAMIU 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 (tamiu.edu) (<https://www.tamiu.edu/counseling/telus/>) or from the Apple App Store and Google Play.