



## NURS 4411 - Community Nursing

### Fall 2025 Syllabus, Section 101, CRN 16334

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## Instructor Information

**Reyes Gerardo Soto, MSN RN**

Clinical Assistant Professor

Email: reyes.soto@tamiu.edu

Office: Canseco Hall 315E

Office Hours:

Monday 11 a.m. - 2 p.m.

Tuesday 1 p.m. - 4 p.m. (virtual)

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Cell Phone: 956-251-9568

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## Times and Location

M 8:30am-10:30am in Academic Innovation Center 220

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## Course Description

This course emphasizes the development of epidemiological principles which provide the framework for conducting community assessments. Students will collaborate with community groups to assess their health care status and the resources (folk and traditional) available in order to address its expressed needs. This course is 2 hours of theory and 6 hours of clinical per week; 84 hours total practicum are required in this course. Co-requisites: NURS 4011, NURS 4312, and NURS 4513. Prerequisites: NURS 3200, NURS 3613, NURS 3410, NURS 3310, NURS 3614, NURS 3411, NURS 3412, NURS 4614, NURS 4410, and NURS 4310. Nursing Department, College of Nursing&Health Sci

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## Additional Course Information

*This class's theory and clinical portions will be taught face-to-face in the classroom, nursing lab, or clinical setting while maintaining social distancing. Face coverings are recommended. \*\*Although this course is scheduled to be face-to-face, circumstances beyond the university's control may require that the course's didactic content and lab/clinical requirements be provided in an alternate format. Course content and objectives will remain unchanged; only the method of instruction may differ.*

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## Program Learning Outcomes

Program Learning Outcomes

1. Develop a framework for nursing knowledge and practice by synthesizing insights from the arts, humanities, sciences, and other disciplines.
2. Examine how variations in health status, developmental processes, values, beliefs, attitudes, culture, history, and environment influence nursing care needs.
3. Utilize critical thinking, clinical judgment, decision-making, problem-solving, and the research process to enhance nursing knowledge and practice.
4. Assess, diagnose, plan, implement, and evaluate evidence-based, culturally sensitive, and safe nursing care for patients, families, populations, and communities.
5. Evaluate the use of health promotion strategies in advancing nursing practice.
6. Develop frameworks and roles for professional nursing practice, including those of a patient-centered care provider, member/collaborator of the healthcare team, leader/manager, educator, scholar, patient safety advocate, activist, mentor, and entrepreneur.



7. Analyze the impact of changing technological, socioeconomic, political, and demographic factors on nursing practice and healthcare systems.
8. Follow legal and ethical principles in developing professional nursing practice.
9. Express a commitment to lifelong learning.
10. Engage in nursing and health-related services.

## Student Learning Outcomes

1. **Integrate Clinical Judgment** – **Analyze** patient data and **synthesize** evidence-based information to develop individualized nursing care plans for patients with complex health conditions.
2. **Demonstrate Professionalism** – **Evaluate** ethical dilemmas and professional scenarios to **justify** nursing actions that promote accountability, advocacy, and culturally competent care.
3. **Utilize Informatics and Technology** – **Apply** informatics principles to **evaluate** electronic health record documentation and **support** decision-making that enhances patient outcomes.
4. **Promote Patient Safety and Quality** – **Assess** safety risks and **implement** nursing interventions that **improve** the quality of care, minimize errors, and address health disparities.
5. **Transition Toward Leadership Role** – **Prioritize** and **delegate** nursing care for multiple patients, **demonstrating** effective leadership, teamwork, and time management in diverse health care settings.

## Important Dates

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

## Textbooks

Group	Title	Author	ISBN
Required	Engage Community & Public Health (Modules Access Card)	ATI	9781565332799

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## Grading Criteria

Grading schema:

1. Exams (3 @ 15% each) 45%
2. Final Exam 15%
3. Community HESI exam 10%
4. Attendance 10%
5. Quizzes, case studies, and misc. 10%
5. Community Project 5%
6. Remediation Packet 5 %
7. Community Clinical P/F

The following scale will be used to determine the HESI score for this course. Conversion scores will be used to determine the score for HESI exams.

850 or greater, 100%, and the conversion scores 849 and below.

GRADE	PERCENTAGE
A	89.45-100

B	79.45-89.44
C	69.45-79.44
F	Below 69.44

## Requirements

### PER 211 Medical Management of Chemical, Biological, Radiological,

#### Nuclear, Explosive (CBRNE) Events Description:

This course combines facilitated discussions, small-group exercises, hands-on scenarios using human patient simulators, and traditional classroom discussions. Training is conducted in a CBRNE scenario using adult and pediatric Human Patient Simulators to reinforce classroom lectures and interaction. It promotes critical thinking skills while utilizing the RAPID-Care concept.

#### REQUIRED

1. **Register:** Register for this course before the course date. The registration link for the PER-211 course is below and will also be sent via e-mail to each student. The course is on Wednesday and Thursday, October 15 and 16, 2025, from 7:45 a.m. to 5 p.m.
2. **FEMA ID:** Nursing students are to obtain a FEMA/SID (Student Identification Number). The FEMA SID is a unique number generated and assigned to anyone who desires to take training provided by a FEMA organization. A FEMA SID uniquely identifies an individual throughout the FEMA organization and all of its agencies. The goal is for the FEMA SID to serve as an individual's personal identification number instead of their Social Security Number (SSN) in support of FEMA's effort to decrease/cease the use of SSNs for identifying and tracking individuals. Individuals can obtain their FEMA SID at [cdp.dhs.gov/FEMASID](https://cdp.dhs.gov/FEMASID). **Bring your FEMA SID to the first day of the workshop.** You'll need this to register for this course.

**\*\*Students must submit proof of registration for the CBRNE course by Wednesday, August 27, 2025, at 11:59 p.m.**

1. **Online Modules:** To register for these courses, visit the TEEX online Domestic Preparedness Campus at [www.teex.org/nerrtc](http://www.teex.org/nerrtc). a) Select **NERRTC Online Training**
1. Select Local Government, **Public Health, and Education when prompted upon registration.**
2. Complete the PER211 Internet-Basic Emergency Medical Services (EMS) Concepts for Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) Events module.
1. **Notice for International Students Registering for the CBRNE course:** International students enrolling in the CBRNE course must allow the Department of Homeland Security (DHS) to review their application for clearance. International Students, please send an e-mail to continue with the clearance process when prompted. This process requires a minimum of 45 days to complete.
2. **Notice Regarding CBRNE Completion:** If a student cannot complete the CBRNE course, an equivalent module will be assigned in its place. This alternative module will encompass clinical coursework, a research paper, and other subjects related to disaster management to ensure comprehensive education and preparedness. Out-of-pocket expenses may be incurred, or the coursework schedule could be adjusted after the semester. Please get in touch with the course coordinator for further details or clarification.

Here is the link.

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#### Use of AI

In this course, students may leverage generative artificial intelligence (GenAI) tools (e.g., ChatGPT, Gemini, Microsoft Copilot, and writing tools) to assist with assignments specified by the instructor. The use of GenAI is intended to support [specific learning objectives, e.g., critical analysis, creative thinking, or productivity in content creation], with the following guidelines in place to ensure academic integrity:

**Permissible Uses:** Students can use AI tools for tasks such as brainstorming, creating outlines, exploring different perspectives, data visualization, data analysis, or drafting ideas. However, for assignments requiring critical analysis or personal reflection, AI tools are not permitted unless explicitly allowed by the instructor.

**Documentation of AI Use:** For each assignment where GenAI is utilized, please provide the following:



- Tool Used: Specify the AI application or Tool (e.g., ChatGPT, Microsoft Copilot).
- Purpose: Describe how GenAI contributed to your work (e.g., idea generation, grammar improvement).
- Evaluation: Reflect briefly on the AI output's accuracy and relevance.
- Integration: Explain how you incorporated and refined the GenAI content into your final submission.

Students must maintain academic integrity by ensuring all GenAI use is appropriately documented and credited. When AI contributes significantly to the development of an assignment, students must cite the Tool in APA format (e.g., "ChatGPT, OpenAI"). This citation should explain how the Tool was used.

Students are responsible for ensuring the accuracy of all content submitted, as AI-generated content may contain inaccuracies. Review and verify all information independently.

Failure to disclose using GenAI tools or presenting AI-generated content as one's original work constitutes academic misconduct and may result in disciplinary action.

## Schedule of Topics and Assignments

Day	Date	Agenda/Topic	Reading(s)	Due
Mon	8/25	Module 1: Historical Influences on Community and Public Health Nursing Module 2: Introduction to Community, Population, Public, and Global Health	Syllabus	All module quizzes due by Sunday, 11:59 p.m.
Mon	9/1	Module 3: Principles in Community and Public Health Nursing Module 4: Economic Influences		All module quizzes due by Sunday, 11:59 p.m.
Mon	9/8	Module 5: Environmental Influences		All module quizzes due by Sunday, 11:59 p.m.
Mon	9/15	Module 6: Individual Influences Module 7: Social Influences		All module quizzes due by Sunday, 11:59 p.m.
Mon	9/22	Exam 1		
Mon	9/29	Module 8: Epidemiology Module 10: Prevention and Control of Diseases and Illnesses		All module quizzes due by Sunday, 11:59 p.m.
Mon	10/6	Module 11: Community Program Planning, Implementation and Evaluation Module 12: Emergency Preparedness and Management		All module quizzes due by Sunday, 11:59 p.m.
Mon	10/13	Module 13: Health Education	CBRNE: Wednesday and Thursday, October 15-16, from 7:45 a.m. - 5 p.m.	All module quizzes due by Sunday, 11:59 p.m.
Mon	10/20	Exam 2	Community Clinicals October 22-24, 2025	
Mon	10/27	Module 14: Adults Module 15: Children		All module quizzes due by Sunday, 11:59 p.m.
Mon	11/3	Module 16: Family		All module quizzes due by Sunday, 11:59 p.m.
Mon	11/10	Module 17: At-Risk and Vulnerable Populations and Related Effects on Health Module 18: Violence and Abuse	Community Clinicals November 12-14	All module quizzes due by Sunday, 11:59 p.m.
Mon	11/17	Exam 3		
Mon	11/24	Community Presentations		
Mon	12/1	Community HESI		
Mon	12/8	Tentative Final Exam		



## 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.tamui.edu/scce/studenthandbook.shtml> (<https://www.tamui.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.tamtu.edu/studentaffairs/StudentHandbook1.shtml> (<http://www.tamtu.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@tamtu.edu](mailto:TitleIX@tamtu.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.tamtu.edu/reportit> (<https://www.tamtu.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@tamtu.edu](mailto:lorissam.cortez@tamtu.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.tamtu.edu/scce/studenthandbook.shtml> (<https://www.tamtu.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, 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@tamtu.edu](mailto:TitleIX@tamtu.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 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.