



PSCI 4351 - Senior Seminar in PSCI: Senior Seminar in PSCI-WIN

Fall 2026 Syllabus, Section 162, CRN 18000

Instructor Information

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Office: AIC-323
Office Hours:
Thursdays 10:30a - 11:30a
Fridays 10:00a - 11:30a

Times and Location

T 6pm-8:45pm in PLG 221

Course Description

This course is the capstone for undergraduate studies in political science. It bridges major sub-fields of political science to identify linkages as well as divergences within the discipline. The course emphasizes contemporary developments in the study of politics by exploring current theoretical approaches, research methods, and emerging issues. Prerequisites: Political Science majors only and Senior standing.
Social Sciences Department, College of Arts & Sciences

WIN-Designation

This course is designated as a writing-intensive (WIN) course. In this course, writing will not only be the subject of study, but it will also serve as a method of learning. Students will learn how communication in written, oral, and visual forms change according to purpose and genre. Brainstorming, drafting, revising, and peer-workshopping are integrated into the course curriculum and are the required components of this writing-intensive course. The final Research Paper is the designated assignment for WIN assessment.

Additional Course Information

Theme

Our theme this semester is progress and its critics. What is progress? Should progress be human-centric? Does progress lie in the accumulation of knowledge, in material and economic growth, in scientific and technological advancement, in the flourishing of communal relationships, and/or in moral and spiritual development? Is there such a thing as being "on the right side of history"? What are the political implications of a (dis)belief in progress? This course examines these questions through readings from 20th and 21st century proponents and critics of the idea of progress.

Attendance.

Success in this course requires that you attend class. Attending class means arriving on time and attentively remaining in class to completion. Note that your Seminar Comment & Preparedness grade will suffer for each day you are absent.

You are permitted to attend one class virtually. Inform me at least 48 hours before class if you plan to use this option, or if you will be absent from class. See the University Course Policies below for a description of excused absences.



A student's absence or persistent tardiness to class is interpreted as disregard for his or her success in the course, unless the student explains otherwise. If you have any questions, comments, or issues regarding attendance or tardiness, they must be sent through course messages on Blackboard.

If you are in search of notes from a class you did not attend, ask your classmates for assistance. The instructor is happy to meet with you during office hours to discuss any material.

TAMU Athletics: You are required to submit your team's schedule and highlight the days you will be absent from class on Blackboard as an attachment on a course message.

Literature Review Process & Milestones. (100 points)

Students begin the semester with 100 points for the literature review process. Throughout the semester, students will complete a series of required assignments designed to develop the final literature review. Depending on the assignment, work will be evaluated as Pass/Fail or Complete/Revise/Missing rather than assigned a numerical grade. A Pass or Complete retains all process points. A Revise does not result in a deduction provided the required revision is completed by the stated deadline. Late submissions result in a 5-point deduction from the Literature Review Process grade. A failed or missing required assignment results in a 10-point deduction. See Blackboard for a thorough explanation of requirements and deadlines for each milestone.

Literature Review.

Choose a literature review topic related to the course's theme. This assignment requires you to engage with the existing scholarship on your topic in a way that not only reviews the literature but also allows you to develop and defend a clear thesis.

What is a thesis-driven literature review? In this review, your task is to go beyond summarizing the literature by taking a stance on a research question. Your thesis should actively engage with a scholarly debate within the literature. Instead of merely identifying and/or filling gaps or summarizing existing positions, you will argue for a specific perspective, using the literature to support your argument.

Steps:

1. *Develop a Research Question:* Identify a research question related to progress that will allow you to explore a debate or contention within the existing literature.
2. *Craft Your Thesis:* Based on your research question, develop a clear, arguable thesis that you will defend in your paper. Your thesis should engage directly with a debate in the literature, offering a critical perspective that responds to specific positions.
3. *Engage with the Literature:* Select at least five scholarly books and/or peer-reviewed articles beyond the course readings. Your review should critically analyze these sources in relation to your thesis, rather than merely summarizing them.
4. *Integrate Course Readings:* Use a minimum of three course readings to engage the literature you review. These engagements should be meaningful and occur at least four distinct times in your paper.
5. *Write Your Paper:* Your paper should be 15-20 pages, double-spaced with standard margins. Follow either Chicago or APA style consistently throughout your work.

Under no circumstance should you submit a paper, used/written in part or in full for another class, as your research paper in this class. Do not plagiarize! Read the relevant portions about plagiarism in the Student Handbook (<https://www.tamtu.edu/scce/studenthandbook.shtml>) and the Policies of the College of Arts and Sciences found below.

Reading Annotations & Seminar Comments.

Each week, you will annotate the assigned PDF in Harmonize (see Blackboard). Your annotations are intended to help you engage actively with the reading and begin developing ideas for your Critical Literature Review.

For each assigned reading, you must complete both of the following:



1. Possible Literature Review Topic

Highlight a sentence or passage that suggests a topic, issue, debate, or question that you might potentially explore in your Critical Literature Review. In your annotation, briefly explain why the highlighted passage could serve as the basis for a literature review topic. Simply identifying the passage or stating that it could be a topic is not sufficient.

2. Question About the Reading

Highlight a different sentence or passage that raises a question for you about the text. In your annotation, briefly explain what your question is and what about the highlighted passage prompted it. Your question might concern an argument, concept, assumption, implication, or point that you would like clarified or explored further.

Due: Both annotations must be completed in Harmonize before 1:00 p.m. on the day of class.

Late Submissions: Late submissions will be accepted; however, 10 points will be deducted from the assignment grade for any submission completed after the deadline.

Also, at the start of each seminar, each student is required to make a 30-second-to-two -minute-long comment on the reading. You shouldn't talk longer than two minutes. Consider 1) asking a question you have about the reading, 2) comment on something you found confusing or surprising, and 3) in later weeks of the semester, you can comment on something that connects to previous weeks' discussions.

If you arrive late to class, it is your responsibility to share your thoughts before the class session ends.

Final Individual Oral Presentation

Tuesday, December 1st & Tuesday, December 8th are reserved for in-class Oral Presentations.

You will present a 10-15 minute presentation of your critical literature review. You are required to use slides (e.g., PPT, Google Slides, Prezi etc.). After your presentation, you will be asked questions by your peers and the instructor.

Details to follow.

Electronic Devices.

As a general rule, no one in class should hear sounds coming from any electronic device during class. I ask that you be respectful of your fellow classmates and the instructor when using electronic devices. For example, you should not be staring into your device (e.g., phone, laptop, or tablet) for extended periods of time. I reserve the right to interpret inappropriate use, and to ban individuals, or the class as a whole, if this privilege is abused. Earbuds should not be used during class time. There will be times when I announce that it is time for the class to be "alone with text," which indicates that you should put away your electronic devices.

Any audio or video recording of class sessions is strictly prohibited. Sharing class video or audio can result in academic penalties and consequences. If you require class audio for an accommodation, visit the Student Counseling and Disability Services office (see below).

Accommodations.

If you require any accommodation because of a disability, it should be brought to the instructor's attention at the beginning of the semester. The instructor is happy to work with you to particularize this course's criterion of evaluation based on your accommodation. For more information contact,

Student Counseling and Disability Services

Zaffirini Student Success Center 138

Phone: (956) 326-2230

<http://www.tamui.edu/disability/index.shtml>

Student Learning Outcomes

This course provides students with opportunities to do the following: (1) work on close reading and enhancing reading skills by carefully considering primary text materials, (2) improve comprehension and written expression by writing papers, and (3) participate in high-level discussion through explication of text, critical questions, and peer discussion.

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.

Other Course Materials

See Blackboard for PDFs of the course readings.

Grading Criteria

RESEARCH PROJECT

<i>Final Literature Review</i>	500 points
<i>Literature Review Process & Milestones</i>	100 points
Research Project Total	600 points

STUDENT ASSESSMENT, ENGAGEMENT & PARTICIPATION

<i>Final Individual Oral Presentation</i>	100 points
<i>In-Class Exam (10/13)</i>	100 points
<i>Reading Annotations & Seminar Comment (20 pts per class)</i>	200 points
<i>Attendance</i>	(see attendance policy)

TOTAL POSSIBLE POINTS

1000 points

Schedule of Topics and Assignments

Day	Date	Agenda/Topic	Reading(s)	Due
Tue	8/25	Introduction to the Course & Cross Disciplinary Studies	Required: Leo Strauss, "Progress or Return," 1981 (1989) Immanuel Kant, "An Answer to the Question, What is Enlightenment?" 1784	
Tue	9/1	Hope, Progress & Philosophy	Michael Allen Gillespie, "Radical Hopes: Apocalyptic Longing in Nineteenth-Century Philosophy," 2018.	
Tue	9/8	Technology, Growth & Progress	Arthur M. Melzer, The Problem with the "Problem of Technology," 1993, 287 - 308 Supplemental Reading: Daniel Bell, "The Dilemmas of Growth," in The Cultural Contradictions of Capitalism, 1976, 237 - 243	
Tue	9/15	Techno-Optimism	Marc Andreessen, "The Techno-Optimist Manifesto," 2023 and Kurzweil, "Life is Getting Exponentially Better," 2024 in The Singularity is Nearer Supplemental: Timothy Luke, "The Dark Enlightenment and the Anthropocene: Readings from the Book of Third Nature as Political Theology," 2021	



Tue	9/22	The End of History?	Francis Fukuyama, "The End of History?" 1989. "The Long Arc of Historical Progress" 2022. Supplemental: Christopher Lasch, "The Fragility of Liberalism," 1991.
Tue	9/29	Nisbet on Progress	Required: Robert Nisbet, "Conservatism and Sociology," American Journal of Sociology, Vol. 58, No. 2 (Sep., 1952); Robert Nisbet, "Idea of Progress: A Bibliographical Essay by Robert Nisbet," Literature of Liberty: A Review of Contemporary Liberal Thought, vol. II, no. 1, January/March 1979. Supplemental: Robert Perrin, "Robert Alexander Nisbet (30 September 1913-9 September 1996)," 1999.
Tue	10/6	Progress & History: Conceptual Challenges	David Graeber & David Wengrow, "The Dawn of Everything; A New History of Humanity," 2021. Ch. 1. Farewell to Humanity's Child Ch. 2. Wicked Liberty: The Indigenous Critique and the Myth of Progress
Tue	10/13	IN-CLASS EXAM & Introduction to Robin	Corey Robin, "The Reactionary Mind; Conservatism from Edmund Burke to Donald Trump," 2018 Preface to the Second Edition
Tue	10/20	Conservatism as a Reaction Against Progress?	Corey Robin, "The Reactionary Mind; Conservatism from Edmund Burke to Donald Trump," 2018 Ch. 1. The Private Life of Power Ch. 2. On Counterrevolution Ch. 3. The Soul of Violence and Ch. 4. The First Counterrevolutionary
Tue	10/27	Progress' Complexities	Ernst Bloch, "Differentiations in the Concept of Progress," 1963 (1970 English Edition), pgs 112-144, in "A Philosophy of the Future" Supplemental Readings: Ernst Bloch, Chapter 11 "Overtaking" and 12 "The Meaning of Utopia" in "A Philosophy of the Future"
Tue	11/3	Lasch's Critique of Progress	Christopher Lasch, "The True and Only Heaven: Progress and Its Critics," 1991 Preface Ch. 1. Introduction: The Obsolescence of Left and Right Ch. 2. The Idea of Progress Reconsidered
Tue	11/10	Lasch's Critique of Progress	Christopher Lasch, "The True and Only Heaven: Progress and Its Critics," 1991 Ch. 3. Nostalgia: The Abdication of Memory "Nostalgia Politicized & The Frozen Past" Ch. 4. The Sociological Tradition and The Idea of Community
Tue	11/17	Lasch's Critique of Progress	Christopher Lasch, "The True and Only Heaven: Progress and Its Critics," 1991 Ch. 10. The Politics of Civilized Minority, 456-482, 494-528. Ch. 11. Right-Wing Populism and the Revolt Against Liberalism
Tue	11/24	Questioning Progress	John Gray, "An Illusion with a Future," 2004
Tue	12/1	Last Day of Class	Individual Student Presentations
Tue	12/8	Finals	Individual Student Presentations



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)

In the classroom, students are expected to listen attentively, participate respectfully, and adhere to established rules. Behavior that interferes with the class lecture may result in disciplinary action, ensuring a productive and respectful learning environment for everyone. Any disputes over academic matters should be addressed calmly and constructively, ideally during designated times such as office hours or after class. If a student does not agree with a decision, they can request a meeting with the instructor to discuss their concerns in more detail. Should further resolution be needed, the student may escalate the matter to the department head or use formal grievance procedures as outlined in the sections below. (please refer to Student Handbook Article 4 (<https://www.tamui.edu/handbook/article-04.shtml>)).

TAMUI Honor Code: Plagiarism and Cheating

As a TAMUI student, you are bound by the TAMUI Honor Code to conduct yourself ethically in all your activities as a TAMUI student and to report violations of the Honor Code. Please read carefully the Student Handbook Article 7 and Article 10 available at Student Handbook (<https://www.tamui.edu/handbook/index.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 SafeZone (<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 Disability Services for Students located in Student Center 124. 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 Office of Disability Services for Students.

For accommodations or assistance with disabilities, contact the Disability Coordinator, Karla Pedraza, at karla.pedraza@tamiu.edu, call 956.326.2763, or visit Student Center 124.

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: Student Handbook (<https://www.tamiu.edu/handbook/index.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. Students who experience or observe alleged or suspected discrimination due to their pregnant/parenting status, should report to 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, *Report It*, at <https://www.tamiu.edu/reportit> (<https://www.tamiu.edu/reportit/index.shtml>).

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 Compliance (Lorissa M. Cortez, lorissam.cortez@tamiu.edu) can assist the student and professor in working out the reasonable accommodation. For other questions or concerns regarding Title IX compliance related to pregnant/parenting students, contact the Title IX Coordinator. In the event that a student needs 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 LOAs 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*.

For parenting-related rights, accommodations, and resources, contact the Parenting Liaison, Mayra Hernandez, at mghernandez@tamiu.edu, call 956.326.2265, or visit Student Center 226.

For pregnancy-related rights, accommodations, and resources, contact the TIX Coordinator, Lorissa Cortez, at lorissam.cortez@tamiu.edu, call 956.326.2857, or visit Killam Library 159.

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@tamiu.edu, 956.326.2857, via the anonymous electronic reporting website, *ReportIt* (<https://www.tamiu.edu/reportit>).

www.tamui.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 (tamui.edu) (<https://www.tamui.edu/counseling/telus/>) or from the Apple App Store and Google Play.