

Social Psychology

Course Information

PSY 3315 (Section 001) – Social Psychology

Fall 2016

Tuesday & Thursday 8:00 – 9:20am, Life Science (LS) 124

Course Description

This course presents an introduction to the field of social psychology. We will examine theory and research as well as practical applications to social problems. In addition to learning how social psychologists do research, we will learn about how we think about the social world, how we come to understand other people and ourselves, self-justification and the need to maintain self-esteem, influencing thoughts and feelings, influencing behavior, influence in social groups, interpersonal attraction, why people help, why people hurt other people, and causes and cures of prejudice. Special attention will be paid to what social psychology can offer to the solving of social problems in these areas and in the areas of health-related behavior and beliefs and the law.

This course is appropriate for students interested in psychology, the health professions, law, political science, business, advertising, human services, education, communications, gender studies/women's studies, history, public administration, and sociology—essentially, this course will be interesting to all who are or live among human beings.

Professor Contact Information

Dr. Shannon Layman

Email: shlayman@uta.edu

Office: Life Science (LS) 307

Office Hours: Tuesday 12:30pm – 1:30pm, or by appointment

Phone Number: 817-272-9634

Other Information: Email is the fastest and most reliable way to get a hold of me. **Please put “Social Psychology” or “3315-001” in the subject line, and email from your UTA email address.**

Teaching Assistant Contact Information

Maryam Tajmiriyahi

Email: maryam.tajmiriyahi@mavs.uta.edu

Office: Life Science (LS) 506

Office Hours: by appointment

Course Pre-requisites, Co-requisites, and/or other restrictions

Students must complete Introduction to Psychology (PSYC 1315) before enrolling in this course.

Student Learning Objectives/Outcomes

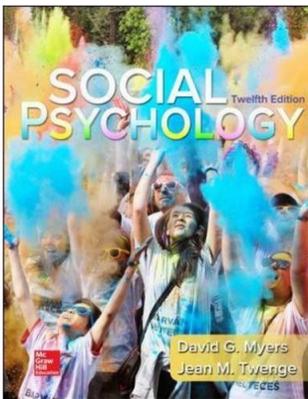
After completing this course, students should be able to:

- Describe and explain the nature of social psychology as a scientific discipline.
- Describe and analyze major theoretical perspectives and overarching themes of social psychology and their historical development.
- Understand, apply, and analyze social psychology as a specific content area within psychology.
- Identify and explain different research methods used by social psychologists.
- Use critical thinking to evaluate popular media and scholarly literature.
- Engage in creative thinking by evaluating new ideas with an open but critical mind.
- Demonstrate effective writing skills in various formats and for various purposes.

- Demonstrate basic computer skills, proper etiquette, and security safeguards.
- Apply psychological concepts, theories, and research findings to issues in everyday life.
- Identify appropriate applications of psychology in human service, education, business, and other professions.
- Demonstrate how psychological principles can explain social issues and inform public policy.
- Explain and apply major theoretical and scholarly approaches, empirical findings, and historical trends in a social/behavioral science.
- Explain and apply basic research methods in a social/behavioral science.
- Apply modes of critical thinking used in a social/behavioral science.

Required Textbooks and Materials

1. Myers, D. G., & Twenge, J. M. (2015) Social psychology 12th edition e-book with accompanying Connect Plus software – Connect access card.



The e-book and Connect Plus bundle can be purchased at the UTA bookstore, or directly through McGraw Hill via Blackboard for \$90. If purchased through McGraw Hill, students have the option of purchasing a hard copy of the text for an additional \$25 if they so choose. Using older versions of the text is not recommended and should be done at the student’s own risk. Exams, class material, and class discussions will all come from the 12th edition of the above stated text.

2. Additional assigned readings provided throughout the semester **via Blackboard: To be announced.**
3. Blackboard will be an important resource throughout the semester. Your grades will be posted through Blackboard and supplemental readings will be provided. Make sure you have access to Blackboard.
 - a. Blackboard support is available 24/7 by calling 1-855-308-5542 or visiting <http://bbsupport.uta.edu>
4. Pick up a minimum of three **882 E Scantron** forms for exams, available at the bookstore and at the University Center. You must bring your Scantron forms (and your #2 pencils) to each scheduled exam.
5. No electronic devices are permitted during class (**this includes laptops and cell phones**). We will discuss this requirement on the first day of class.

Grading Policy

Final course grade will be based on the following criteria.

Course grade components	Points	% of total
Class Participation and attendance	25	≈ 7%
Connect LearnSmart Assignments (10 @ 10 points each)	100	27%
Connect Post-test (10 @ 5 points each)	50	13%
Application Journals (10 @ 5 points each)	50	13%
Exams (3 @ 50 points each)	150	40%
TOTAL	375	100%

Grades will be assigned on the basis of the final distribution of the sums of all students' total points. Criteria for each letter grade will be determined on the basis of this distribution, but sums in the range of 90-100% will always earn A range grades, sums in the range of 80-89% will always earn at least B range grades, sums in the range of 70-79% will always earn at least C range grades. I do not round up to the next letter grade.

Do not e-mail me to ask for more points so that you can get the grade that you want. If you want a specific grade then you need to put in the effort necessary to obtain said grade.

Course & Instructor Policy

Email:

I am generally good at responding to student e-mails but sometimes my inbox gets ahead of me and emails become buried behind subsequent e-mails. Thus, if you do not hear from me within 48 hours of your initial correspondence, please feel free to send me reminder e-mail.

Sometimes I do not e-mail students back because their e-mail does not warrant a response. These situations include but are not limited to:

- Questions regarding information that can be found on the syllabus
- Asking for more points added to your grade or to have your grade bumped to the next letter grade
- Asking to what you missed during a class absence
- Asking if you can make up anything (please see respective sections in the syllabus for more information)

Class Participation:

At The University of Texas at Arlington, taking attendance is not required. Rather, each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance.

As the instructor of this section, classroom attendance is required and necessary for success in this course. Lecture material and classroom activities will supplement material covered in the reading. Your Class Participation grade will be based on participation in class discussions, in-class activities, as well as coming to class.

Attendance will be taken randomly during the semester and sometimes at the beginning and end of the same class period. Students can miss up to **three (3)** days attendance with no penalty to their Class Participation grade. **There will be no opportunities to make-up missed Class Participation credit, regardless of the reason**, so use your freebies wisely. I frequently hear from students (frequently enough in fact, that I've added it to this syllabus) after missing the first three classes that they had an excellent reason for the fourth class they missed, such as illness, family emergency, or car trouble. I highly recommend saving up your freebies for unforeseen circumstances that may indeed arise.

Students do not need to submit any documentation for missed days of lectures, the first three missed days will simply be dropped, and all subsequent missed days will result in a deduction, regardless of the reason (this does not apply to Exams; see below).

Students who miss a class meeting(s) for any reason or miss portions of classes due to tardiness or early departure will **still be held accountable for all of the material that is covered** during those sessions, including materials presented in lecture that are not in the book. If you miss a class, find a classmate (or two) with whom you can share resources. **Please do not email or phone the professor to ask what materials you missed in class**. Material covered in class is your responsibility.

Connect Plus

This course will use Connect Plus in Blackboard to complete LearnSmart modules and post-tests.

LearnSmart Assignments

LearnSmart is an interactive text designed to help you review the material learned in each chapter. The LearnSmart system continually adjusts to your level of content mastery. Each assignment will appear in a content folder corresponding to the exam it appears in. All LearnSmart modules are due on their respective Sundays by 8:00pm – see course calendar for all due dates. In most cases, the LearnSmart modules will be due after we cover the chapter in class. That being said, I strongly suggest that you complete at least part of the LearnSmart module in advance of covering the topic in class. Doing so will make the material more concrete in your long-term memory (i.e. better able to be accessed during exams).

Each chapter on average will take approximately 30 minutes to 45 minutes to complete and will include between 60 – 100 questions. Scores are assigned based on the percentage of mastery for each assignment. Each LearnSmart module will be worth 10 points.

You will have 13 opportunities to complete 10 LearnSmart modules. Only your top 10 LearnSmart modules will be counted towards your grade. As I provide you extra opportunities to complete your LearnSmarts, I do not provide make-ups for these modules regardless of the circumstances.

The LearnSmart Assignment can also be accessed on your iPhone or iPad and synced with your Blackboard:

- Go here to download the iPhone app*:

- <https://itunes.apple.com/us/app/learnsmart/id365879172?mt=8>

*All work completed on the iPhone/ iPad app WILL sync with Blackboard; however, you MUST check in via computer once per chapter to get the mobile work to sync.

Post-tests

Post-tests are designed to allow students to gauge retention of chapter material and can help indicate possible concepts or topics that may require additional study prior to exam. Each post-test will appear in a content folder corresponding to the exam in which the material appears. All post-tests in a given content folder MUST be completed by 8:00pm the night prior to the exam in which the material appears – see course calendar for all due dates.

Each post-test will contain 10-13 questions. You will have 15 minutes to complete the post-test. You will receive only one opportunity to take your post-test (so DO NOT exit out of the post-test once started). Each post-test will be worth 5 points.

You will have 12 opportunities to complete 10 post-tests. Only your top 10 post-tests will be counted towards your grade. As I provide you extra opportunities to complete your post-tests, I do not provide make-ups for these tests regardless of the circumstances.

Exams:

Exams will assess your understanding of material presented in the lectures, the textbook, supplemental readings, and classroom activities, and will consist of multiple-choice questions. There will be three semi-cumulative exams throughout the semester and one cumulative exam during the final exam time slot. Exams must be taken on the scheduled date. You may drop one of your four exam grades. **There will be no makeup exams and no extra credit – if you must miss an exam for any reason that will count as the one you drop.**

See the Professor early if you need help preparing for an exam. It is helpful (but not required) to study first, and then come with a list of specific questions or areas of concern. Also, if you feel that you worked hard studying for an exam, but received a much lower grade than you anticipated, come see me so that we can diagnose where your study strategies went wrong and discuss how you should prepare differently in the future.

It is imperative that you arrive on time to take the exam. Walking in late is disruptive to your classmates. **If you are more than 20 minutes late you will not be allowed to take the exam, so plan ahead.**

If you are concerned about an exam grade, please contact the Professor **within one week** of the grades posting to schedule a time to discuss the issue.

Application Journals

(Read this entire section carefully! It is meant to help you.):

1. You will have 13 opportunities to earn up to 50 points toward your final grade by submitting, in Blackboard, a personal experience journal entry corresponding to each of the assigned readings. Each entry will demonstrate how some event from your personal experience can be understood using a **specific theory or concept from the chapter (bold-faced terms)**. BE SURE TO WRITE THE CONCEPT IN CAPITAL LETTERS IN YOUR PAPER THE FIRST TIME IT APPEARS. Depending on the concept, you should have no more than three words written in capital letters, usually one or two (not a whole sentence or phrase).

Important Note: Select a concept relevant to a *specific* MAIN IDEA of the chapter, not a term that is too broad or too obvious. If you're not sure what I mean, ask me (the term "social psychology" is much too broad to be useful here, for example, as are "aggression" and "conformity," but you could select the more specific terms "instrumental aggression" or "minority influence"). Acceptable terms are defined in the margins of each chapter. Please do NOT write the definition in your paper.

→ Note that choosing a commonly known term, i.e., one that most people would know without having to take a college course, is not likely to allow sufficient depth of analysis to earn full credit. Choose a concept that you are not likely to encounter in everyday life, like *informational social influence* or *instrumental aggression* rather than one you knew already, like *self-esteem* or *aggression* or *conformity*.

2. **The goal of the journal is to provide you with an opportunity to elaborate on and apply ideas presented in the reading. This is the type of studying that is necessary for success in this course.** Give a real-life example of something that you read about, for example. In the process, you might *also* share your reactions to the reading material, critically evaluate an issue, or relate a personal concern or experience to course content. Journals will be graded on thoughtfulness and thoroughness, but not on the specific views you express. The equivalent of about **one-half to one full page, double-spaced**, will be sufficient—please do not write more than one page (or less than half). The quality of your writing DOES COUNT. Please use correct grammar and punctuation, and a clear, coherent writing style. You will lose points for failing to proofread (and correct!) your work. A paper with errors cannot earn more than 1 point.
3. Higher quality entries typically include critical thinking, which could incorporate any combination of the following elements:
 - Identifying values, biases, and assumptions;
 - Analyzing arguments and counterarguments;
 - Analyzing the kinds and quality of evidence;
 - Critical thinking about research, critical writing and reading;
 - Drawing conclusions.
4. Sample observations and descriptions of how they relate to course concepts may be seen at: <http://jonathan.mueller.faculty.noctrl.edu//240/jrnindex.htm>.
5. **These journal entries will be submitted in Blackboard according to the deadlines specified for each assignment.** *The opportunity to submit a journal entry will disappear from Blackboard at 8pm (Blackboard time) on the journal's respective due date so I suggest you plan ahead.* The deadlines for each journal entry cannot and will not be changed for any reason. No journals will be accepted past the Blackboard deadline regardless of the excellence of the reason why they were late. This is why you only have to do 10 out of 13—that gives you more than enough opportunities to take into account any unavoidable delays, system problems, etc.
6. I understand that sometimes, things happen that you cannot possibly predict or control. Because of this reality, you may skip up to 3 journal entries before your grade is affected.

7. **Journal entries cannot be accepted** outside of the corresponding Blackboard Assignment. Please do not email your papers to me or to your TA. Enter your paper in the text entry box provided in Blackboard or attach a Word (.doc or .docx) document. **Please note that any attachments in a format other than .doc or .docx will not be downloaded and will not be graded, thus you will receive a 0.**
8. You may submit as many journal entries as you wish until you have your full 50 points.

Application Journal entries should contain four elements:

1. **Key concept, written in CAPITAL LETTERS only the first time it is mentioned**
2. **Example of key concept**
3. **Explanation of what makes the example a good illustration of the key concept**
4. **Further analysis, which is likely to be integrated with the explanation in higher quality papers, but can stand-alone as well. In Social Psych, the focus is on applying the example to life experiences.**

Application Journal Grading Rubric:

- 5 points = Excellent in every way: complete, organized, and demonstrates insight/critical thinking; *one* specific key term is capitalized *once*; example illustrates the selected term; explains how the example is an example of the term; no errors in grammar, spelling, etc.**
- 4 points = adequate, but lacks depth; concept is applied correctly; no more than one or two minor grammatical or spelling errors**
- 3 points = complete and correct, but lacking organization, clarity, and/or focus; key term not underlined or too many underlined; some errors in grammar, spelling, punctuation, or any combination of these; ideas not fully developed, superficial (perhaps because term is too broad for the example provided, too obvious, etc.)**
- 2 points = incomplete or incorrect application of selected concept; longer than one double-spaced page would be (or shorter than half of a double-spaced page would be); or many errors in grammar, spelling, punctuation, or any combination of these**
- 1 point = term comes from a chapter other than the one assigned, or is otherwise far off topic; paper was submitted as an attachment**
- 0 points = nothing submitted**

IMPORTANT NOTE: After you submit your journal entry in Blackboard, log out and LOG BACK IN TO CHECK to make sure the assignment uploaded properly. If it was not uploaded properly, and if you did not wait until the last minute to submit your assignment, you should have plenty of time to try again. If you do not check and resubmit, or if you waited until the last minute and ran out of time to check and resubmit, there is nothing I can do to fix the problem.

Extra Credit: No individualized extra credit will be given out.

Course and Academic Calendar

All **LearnSmart modules**, **Post-tests** and all **assignments** are **due by 8:00 pm** on their respective due dates.

	Date	Topic	Before Class Reading	LearnSmart/ Journals
Week 0.5	Thurs 25-Aug	Syllabus Overview - Introducing Social Psychology	Chapter 1	
Week 1	Tues 30-Aug Thurs 1-Sep	Introducing Social Psychology and Methods of Studying Humans	Chapter 1	Journal Ch 1

	Sun	4-Sep			LearnSmart Ch 1
Week 2	Tues	6-Sep	The Self in a Social World	Chapter 2	Journal Ch 2
	Thurs	8-Sep			
	Sun	11-Sep			
Week 3	Tues	13-Sep	Social Beliefs and Judgments	Chapter 3	Journal Ch 3
	Thurs	15-Sep			
	Sun	18-Sep			
Week 4	Tues	20-Sep	Behavior and Attitudes	Chapter 4	Journal Ch 4
	Thurs	22-Sep			
	Sun	25-Sep			
Week 5	Tues	27-Sep	Course catch-up		
	Wed	28-Sep	Post-Tests for Chapters Covered in Exam 1 Due by 8:00 pm		
	Thurs	29-Sep	EXAM 1		
Week 6	Tues	4-Oct	Conformity and Obedience	Chapter 6	Journal Ch 6
	Thurs	6-Oct			
	Sun	9-Oct			
Week 7	Tues	11-Oct	Persuasion	Chapter 7	Journal Ch 7
	Thurs	13-Oct			
	Sun	9-Oct			
Week 8	Tues	18-Oct	Group Influence	Chapter 8	Journal Ch 8
	Thurs	20-Oct			
	Sun	23-Oct			
Week 9	Tues	25-Oct	Prejudice	Chapter 9	Journal Ch 9
	Thurs	27-Oct			
	Sun	30-Oct			
Week 10	Mon	31-Oct	Post-Tests for Chapters Covered in Exam 2 Due by 8:00 pm		
	Tues	1-Nov	EXAM 2		
	Wed	2-Nov	Last day to drop classes; submit requests to advisor prior to 4pm		
	Thurs	3-Nov	Aggression: Hurting Others	Chapter 10	
Week 11	Tues	8-Nov	Aggression: Hurting Others	Chapter 10	Journal Ch 10
	Thurs	10-Nov	Attraction and Intimacy: Liking and Loving Others	Chapter 11	
	Sun	13-Nov			LearnSmart Ch 10
Week 12	Tues	15-Nov	Attraction and Intimacy: Liking and Loving Others	Chapter 11	Journal Ch 11
	Thurs	17-Nov	Conflict and Peacemaking	Chapter 13	
	Sun	20-Nov			LearnSmart Ch 11
Week 13	Tues	22-Nov	Conflict and Peacemaking	Chapter 13	Journal Ch 13
	Thurs	24-Nov	Thanksgiving – NO CLASS		
	Sun	27-Nov			LearnSmart Ch 13
Week 14	Tues	29-Nov	Helping	Chapter 12	Journal Ch 12
	Wed	30-Nov	LearnSmart Ch 12 AND Post-Tests for Chapters Covered in Exam 3 Due by 8:00 pm		

	Thurs	1-Dec	EXAM 3		
Week 15	Tues	6-Dec	Social Psychology and the Court	Chapter 15	Journal Ch 15
	Sun	11-Dec			LearnSmart Ch 15
Finals Week	Thurs	13-Dec	Cumulative Final Exam (does not include Chapter 15) – 8:00am - 9:30am		

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.

How to build Faculty/Student Relations: Becoming More than Just a Number

Compliments of the UTA Honors College

Always be prepared for class and ask questions!

- You should read assignments BEFORE class and formulate questions.
- It is YOUR responsibility to keep up with assignments on your syllabus.
- You are expected to read ahead for each class. It is your responsibility to complete the reading for the week before the actual class.
- DO NOT ask questions just to ask questions, but DO ask questions to clarify a topic and to assist in your understanding.
- DO NOT speak out of turn, raise your hand and wait to be addressed.

You should contact your professors outside of Class—Office Hours

- Professors have **office hours** listed on their syllabi—attend at least ONE office hour. **Making appointments** is always wise instead of just stopping by.
- DO NOT go unprepared or late.
- Before meeting with your professor, write down questions that you would like to ask relating to the course, their research, etc.

You may also email your professors: The Dos of Faculty (and staff) email communication:

- Approach writing an email as you would write a formal letter. **Think carefully** and **be polite and succinct**.
- Use a salutation – e.g. Hello, Dear, etc.
- Introduce yourself immediately
- Remind the faculty member of the class you are in, time it meets, etc., unless it is a very small class or you have already established a good relationship with the person.
- Depending on the course, it may be wise to note your year in school, major, etc.
- Use your assigned UTA email address. An email address of hot4u@hotmail.com is not appropriate when interacting with faculty or staff.
- If you are contacting an instructor to explain why you were not in class, NEVER ask, “Did I miss anything?” Of course you did – acknowledge that and apologize for not being there.
- ALWAYS thank the faculty member for his/her time.
- Use a closing – e.g. Thanks, ... followed by your name beneath it.
- Reread your emails and consider the tone of the email. You never want to come across as angry or rude. Written words are often misconstrued because the person reading the document does not have the benefit of seeing your body language. This is your professor. Never use language that implies a customer-service relationship.
- Spellcheck your emails before sending them.
- Abstain from using CAPS – it comes across as shouting. Most importantly, remember that you are not sending a text message or communicating with your friends. There is no place for acronyms, emoticons,

or non-formal slang in your e-mail with your professor.

- Never ask your professor for more points so that you can get the grade that you want. If you want a certain grade then you need to put in the effort needed to obtain said grade.

Communicating with faculty members

- Remember, most faculty members have a Doctoral degree, so they should be addressed as “Dr.” and the last name, unless the person specifically asks you to call him/her something else.
- Some faculty members do not actually have a Doctoral degree, but the equivalent of one in their respective fields, such as the JD (law faculty), or an MFA (Master of Fine Arts). In that case, using “Professor” and the last name is appropriate.
- If the instructor is a graduate student or teaching assistant, then the courtesy title is “Ms.” or “Mr.” unless, again, s/he asks you to call him/her something else.
- If you are uncertain, err on the side of caution: “Professor” is always a safe option.
- Do NOT call a faculty member by his/her first name unless directed to do so.
- Do not hesitate to ask what the title is if you are unclear, or better yet, look up their profile through the UTA website to confirm what is their highest degree.

In case of Emergencies: Contacting Faculty Members (Face-to-Face, Email or Phone)

- If an emergency arises – accident, death in the family, etc., contact the Office of Student Affairs, who will contact all your faculty members and explain the situation.
- Do not expect faculty members to acknowledge as excused absences such things as visiting a new niece, a wedding, etc. Those absences are for personal reasons, regardless of how close is your family.
- Do not expect faculty members to excuse absences from being caught in a snowstorm, unable to return to campus. You chose to leave campus, and you have to accept the consequences. Most faculty members are pretty sympathetic, but you should be prepared.
- Don’t be offended if a faculty member asks to see a funeral program – faculty experience students who try to get out of classes illegitimately. Be sure to return to campus with one and be polite if asked for it.

Drop Policy: Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://wweb.uta.edu/aao/fao/>).

Disability Accommodations: UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA)*, *The Americans with Disabilities Amendments Act (ADAAA)*, and *Section 504 of the Rehabilitation Act*. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a **letter certified** by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

The Office for Students with Disabilities, (OSD): www.uta.edu/disability or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability.

Counseling and Psychological Services, (CAPS): www.uta.edu/caps/ or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

Non-Discrimination Policy: *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit uta.edu/eos.*

Title IX Policy: The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. *For information regarding Title IX, visit www.uta.edu/titleIX or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.*

Academic Integrity: Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents’ Rule* 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University. Additional information is available at <https://www.uta.edu/conduct/>.

Electronic Communication: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

Campus Carry: Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

Student Feedback Survey: At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory,” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

Final Review Week: for semester-long courses, a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an

instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

Emergency Exit Procedures: Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exits, which are located to the right or left upon exiting the classroom. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

Student Support Services: UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses.

Resources include:

- Tutoring: <http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/index.php>
- Major-based learning centers: <http://www.uta.edu/universitycollege/resources/college-based-clinics-labs.php>
- Developmental education
- Advising and mentoring: <http://www.uta.edu/universitycollege/resources/advising.php>
- Personal counseling: <https://www.uta.edu/caps/>
- Federally funded programs: <http://www.uta.edu/universitycollege/current/academic-support/mcnair/index.php>

For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at <http://www.uta.edu/universitycollege/resources/index.php>.

The IDEAS Center (2nd Floor of Central Library) offers **free** tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email IDEAS@uta.edu or call (817) 272-6593.

<p>Emergency Phone Numbers: In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911.</p>
