

CRIJ 4312-130, CRN 80186, CRIMINAL JUSTICE ETHICS

Fall 2017

Texas A&M University-Central Texas

INSTRUCTOR AND CONTACT INFORMATION

Instructor: Clayton Pratt, MCJ

Office: Virtual office

Email: c.pratt@tamuct.edu or Canvas "Inbox".

Mode of instruction and course access:

This is a 100% online course. All coursework MUST be submitted via the Canvas Learning Management System (<https://tamuct.instructure.com>).

Student-instructor interaction:

I am available via email or Canvas inbox at anytime. I will be checking email several times a day. Communications pertaining to class assignments or of a non-emergency nature should be undertaken via the Canvas inbox feature.

911 Cellular:

Emergency Warning System for Texas A&M University – Central Texas

911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911 Cellular through their myCT email account.

Connect at [911Cellular](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) [<https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management>] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

Course Overview and description:

This course presents an analysis of contemporary ethical issues in crime and justice. Classical and contemporary ethical theories will be applied to the discussion of such issues as discretion, corruption, use of force, racism, deception, professionalism, and the nature and meaning of justice.

Competency Goals Statements:

1. Students will demonstrate writing skills appropriate to upper-level college work in general and the discipline of criminal justice in particular.
2. Students will demonstrate proficiency in the use of technology appropriate to upper-level

college work in general and the discipline of criminal justice in particular.

3. Students will be able to analyze and apply various sources of moral standards to specific moral problems in criminal justice.
4. Students will understand key concepts of ethics.
5. Students will determine whether moral values are relative to culture or universally applicable.
6. Students will analyze the concept of justice and determine whether such concept is defined by the laws of society or if justice is established by universal standards.
7. Students will be able to distinguish teleological from deontological ethical theories by applying them to current issues in criminal justice.
8. Students will be able to differentiate varying notions of freedom and their impact on moral responsibility.
9. Examine the relationships among the concepts of freedom, responsibility, and theories of punishment.

Required Reading and Textbook:

Shafer-Landau, R. (2015). *The fundamentals of ethics* (3rd ed.). Oxford University Press, NY. ISBN: 978-0-19-999723-7

Recommended Textbooks (3)

Martin, C., Vaught, W., & Solomon, R.C. (2010). *Ethics across the professions: A reader for professional ethics* (2nd ed.). Oxford University Press. ISBN: 978-0-19-029870-8

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

NOTE: This work will be referred to as the APA Manual in this syllabus and in the course.

Struck, W., & White, E. B. *The elements of style*. (Any edition will do.)

NOTE: The student is expected to have an adequate knowledge of the essentials of grammar and writing style and of the guidelines for paper organization and referencing in accordance with the APA Manual. If the student does NOT have adequate knowledge in these areas, then the purchase and use of the two Recommended Textbooks is encouraged. Failure to provide written work in accordance with the essentials of acceptable, English writing style and APA guidelines could result in poor grading outcomes.

COURSE REQUIREMENTS

Participation in Threaded Discussions (200 points)

Initial, Primary Response

Students are expected to read the assigned materials *prior* to responding to threaded discussions. At some point in the early part of each week, I will post a discussion question. The student will respond to my question by posting his response. This *initial, primary response* should reflect his familiarity with the readings. The student should inspect the Course Calendar and see what readings are assigned for that week. The student should devote the first part of the week to

reading and understanding the assigned topics. Note taking and outlining is recommended. The student should then be ready toward the middle of the week to post his initial response. *This response should be at least 500 words. An initial response that is not at least 500 words will not be accepted for credit. A 500-word response is the minimum requirement and will be graded accordingly. So, for clarification, the minimum passing grade is a 60. A post with the minimum word count will start at 60 and then be graded for content and composition. There is no maximum word count, however the topics in question could easily support a submission of 1500-2500 words or more. Please remember: the goal is learn the subject material rather than count words.*

Responses should have some substance beyond the student's agreement with a statement or the mere expression of his opinions. The student should support his responses in a substantive way with references to the reading that was assigned. Under no circumstances should a student quote from the textbooks; instead, he should express himself in his own words. Quotations will not be accepted for credit. It is also unnecessary for the student to cite sources using APA guidelines for the information that he is presenting. So remember: no formal citations and no quotations. This ill-advised practice merely adds clutter to the discussion process and is inappropriate for our purposes. Your primary responses must be posted by Friday at 6:00pm, Central Time.

Additional Secondary Response

After the student has made his own initial response, the student must make *a response post to another student's primary post*. Do not be eager to post your secondary response. Wait to respond to a post to which you feel you have something to add. This secondary response need not be a half page in length, but it should be at least several sentences or more. This secondary response should be substantive, and you should attempt to support your response in some way from the readings. *Your response must be primarily concerned with whether the student responded adequately to that week's discussion.* Merely stating that you agree with someone is unacceptable; you must provide some reasons for this agreement. Also remember that *your primary task is not to agree but to analyze another's post in a critical way.* Secondary responses must be posted not later than Sunday at noon, Central Time.

After you post your primary and secondary responses, you have complied with the weekly requirements of the course. The student may elect, however, to continue to post responses to other students. This type of interaction should foster a critical evaluation and understanding of concepts. In the absence of classroom discussion, this type of activity will provide a forum for the expression of ideas among a group of students.

There are no makeups for discussions, because we will have moved on to the next topic after the deadlines. Each week we will have a new topic to discuss, and there will be no one left to read your posts or discuss anything with you from the previous week.

Please avoid procrastinating on your posts; complete your initial post as early as possible. If your post is inadequate, I or someone else may tell you, and you should have time to revise your post for credit before the deadline. If you wait until the last minute to post and someone lets you know (like me) that your post is inadequate, you may not have time to resubmit your post. **You will not receive credit for posts that fail to adhere to class standards.**

At some point during each weekly discussion, I may respond to selected discussions that were posted. It is the student's responsibility to read my responses to these posts. Occasionally, inaccurate information is presented by students, which should be corrected. The purpose of some of my replies is to alert the class to such information.

Netiquette: All students are expected to follow rules of common courtesy and professionalism in all messages and threaded discussions. Students may wish to refer to the Student Handbook (located under Student Affairs/Student Conduct on the Texas A&M University-Central Texas website) for further information along these lines. Inappropriate or offensive messages or remarks will not be tolerated and may result in expulsion from the course.

Term Paper (200 points)

A term paper is required for this course. The student shall select a topic that is related to ethical issues within the criminal justice field. Possible topics include racial profiling, race-based jury nullification, de-policing, the death penalty, excessive force, torture for purposes of national security, war, wire-tapping and other forms of eavesdropping, and abuse of discretion, to name a few. *Please choose a topic that interests you.* The student must utilize at least four sources for his Reference Page. The student may use the required textbooks as sources, but he should also locate at least two peer-reviewed articles from the online, library databases (on TAMUCT website, find Library/Online Databases), to be used as additional sources. Ethics articles may be found in a number of databases, but the best databases for your purposes would be Academic Search Complete, Criminal Justice Periodicals, and Religion and Philosophy Collection. The student will not receive credit for articles from sources that are not peer-reviewed.

The student shall have a cover page, an abstract page, and a References page. The body of the paper itself must be at least ten (10) pages in length, double-spaced. Thus the minimum, total length of the paper, from cover to reference page(s) is 13 pages. The body of the paper needs an introduction and a conclusion. One section of the paper should describe the ethical system being used in the paper (e.g., utilitarianism, deontology, virtue ethics, social contract). The student should use headings throughout the body of the paper, except for the introduction.

The type will be comparable to 12 Calibri or 12 Times New Roman and double-spaced. The term paper must be written in a **Microsoft Word document**. If the document is not a **Microsoft Word document**, then the student will receive a zero (0) score for the paper.

The rules for the preparation and presentation of the manuscript shall conform to the APA Manual. *Under no circumstances shall the student quote any portion of a text from a source.* Instead, the student shall use his own words in conveying the meaning of source material. There are point deductions for quotes. The student shall use grammar that conforms to standard and acceptable prose-writing style that is found in journal articles, scholarly books, and guides. The student should write in the first or third person and should avoid the use of "etc." There are point deductions for writing in the second person or using "etc."

The cover page shall include the following information, typed in about the center of the page:

An Ethical Critique of (your topic)

John Smith (your name goes here)

CJ412-Criminal Justice Ethics

Texas A&M University-Central Texas

The student shall use the running head feature and page numbers, in accordance with the APA Manual. The page numbers shall be displayed in the top right portion of the pages of the document. In Microsoft Word, locate the Insert tab, Page Number, Top of Page, and Plain Number 3. Select Plain Number 3. At this point, you may type in your header, according to the APA Manual.

Again, this is a senior level course. Your work product for this course is expected to conform to high standards of professionalism, rigor, intellect and ethical principles. Failure to do so will result in poor grading outcomes.

The term paper shall be graded according to the following rubric:

Qualities & Criteria	Poor	Good	Excellent
Format/Layout <ul style="list-style-type: none"> • Presentation of the text • Structuring of text • Requirements of length, font, and style • APA style <i>(Weight: 20%)</i>	Follows poorly the requirements related to format and layout. (0-30 pts)	Mostly follows the requirements related to format and layout. (31-35 pts)	Closely follows all the requirements related to format and layout. (36-40 pts)
Content <ul style="list-style-type: none"> • Elements of topics to be addressed • Information is correct • Coherency <i>(Weight: 40%)</i>	Essay is not objective and poorly addresses the issues. The information provided is unnecessary or insufficient to discuss the issues. (0-63 pts)	Essay is mostly objective and addresses most of the issues. Provided information is mostly necessary and sufficient to discuss the issues. (64-71 pts)	Essay is objective and addresses all the issues. Provided information is necessary and sufficient to discuss the issues. (72-80 pts)
Quality of Writing <ul style="list-style-type: none"> • Clarity • Grammar and English usage • Organization and coherence 	Essay is poorly written and contains flagrant spelling and grammatical errors. Essay is poorly organized, lacks	Essay is mostly well-written, without spelling or grammatical errors. Essay is well organized, is clear,	Essay is well-written, without spelling or grammatical errors. Essay is well organized, clear, and ideas are presented in

	clarity, and incoherent. (0-30 pts)	and ideas are presented in coherent ways. (31-35 pts)	coherent ways. (36-40 pts)
<i>(Weight: 20%)</i>			
Citations, References, & Style <ul style="list-style-type: none"> • APA style • Sources correctly cited regarding content of sources <i>(Weight: 20%)</i>	Essay fails to follow APA guidelines and sources are incorrectly cited for content expressed in sources. (0-30 pts)	Essay mostly follows APA guidelines and sources are (mostly) cited correctly for content. (31-35 pts)	Essay follows APA guidelines and sources are correctly cited for content. (36-40 pts)

If any portion of the term paper is plagiarized, the student will receive a zero for the paper, and the instructor may initiate disciplinary actions.

Exams (300 points)

The student will complete 3 exams, each valued at 100 points. Exams will be presented in essay format. Check the course calendar to see the exact days in which you may access the exams. All readings assigned are subject to exam questions. The exams will be posted on Bb for 3 days (a 72-hour period) during the week. Once a student has begun taking the exam, he will have two hours to complete it. The exam may be taken from midnight (12:01 am) on the first day until 11:59 pm on the third day. Hence, the student has a 72-hour window of opportunity in which to take each exam. Each exam is comprehensive, meaning that the student will need knowledge of preceding work in order to answer questions adequately. The essays will be graded according to the following rubric:

Qualities & Criteria	Poor	Good	Excellent
Format/Layout <ul style="list-style-type: none"> • Presentation of the text • Structuring of text • Requirements of length, font, and style <i>(Weight: 25%)</i>	Follows poorly the requirements related to format and layout. (0-19 pts)	Mostly follows the requirements related to format and layout. (20-22 pts)	Closely follows all the requirements related to format and layout. (23-25 pts)
Content <ul style="list-style-type: none"> • Elements of topics to be addressed • Information is correct • Coherency 	Essay is not objective and poorly addresses the issues. The information provided is unnecessary or insufficient to	Essay is mostly objective and addresses most of the issues. Provided information is mostly necessary and sufficient to discuss the issues.	Essay is objective and addresses all the issues. Provided information is necessary and sufficient to discuss the issues.

<i>(Weight: 50%)</i>	discuss the issues. (0-39 pts)	(40-44 pts)	(45-50 pts)
Quality of Writing <ul style="list-style-type: none"> • Clarity • Grammar and English usage • Organization and coherence 	Essay is poorly written and contains flagrant spelling and grammatical errors. Essay is poorly organized, lacks clarity, and incoherent.	Essay is mostly well-written, without spelling or grammatical errors. Essay is well organized, is clear, and ideas are presented in coherent ways.	Essay is well-written, without spelling or grammatical errors. Essay is well organized, clear, and ideas are presented in coherent ways.
<i>(Weight: 25%)</i>	(0-19 pts)	(20-22 pts)	(23-25 pts)

If any portion of an exam is plagiarized, then the student will receive a zero for the exam, and your instructor may initiate proceedings for your suspension or expulsion from the University.

Community Service (150 points)

Ralph Waldo Emerson remarked, in a lecture given at Harvard University in the 19th century, “Character is higher than intellect. A great soul will be strong to live as well as think.” Thus one may write about ethics and even publish articles on ethics, but until he lives ethically, then he misses the point.

The student is required to engage in 15 hours of community service for the course. The student may wish to go online to Killeen Volunteers, Inc., or www.volunteermatch.org and enter a location to see what is available. Or the student may already know of some agency that will work with him. Examples of service might include the humane societies, tutoring, homeless shelters, spouse abuse centers, fundraising events, and a host of others.

I will need a signed letter from a contact person who monitors your community service, verifying that you did at least 15 hours service. The contact person will need to supply a phone number or email address on the letter. Please mail your letters to me at: TAMUCT , Attn: Clayton Pratt, Criminal Justice Department, 1001 Leadership Place, Killeen, TX 76549, or you may scan the letter and send it electronically.

Service Paper (150 points)

A service paper is required for the course which relates to the service you performed. The paper will have two sections: description and analysis.

A. Description (please answer the following questions)

1. Had you ever done community service before? If “yes,” provide some details of this service. If “no,” then explain why you haven’t done community service before.
2. Briefly describe the organization where you performed service.
3. Briefly describe the service you performed.
4. Briefly describe, if any, difficulties you had in completing your service.

B. Ethical Analysis

Interpret your service experience by reference to material from your assigned readings. How do you interpret intellectually what you did in service?

The descriptive portion of the paper should be 1 to 2 pages; the analysis part will also be 1 to 2 pages. Use headings “Description” and “Analysis” in your paper to divide the two sections.

No cover page or abstract page is required. In the analysis section of your paper, you will need to cite sources when you refer to ethical concepts from your readings. A reference page is therefore required as well. Use APA guidelines. Choose the header as you did in section on Term Paper (section 4.2). In the header, however, I only need the following information:

Service Paper – John Smith (your name)

Use 12 Calibri or 12 Times New Roman font, double-spaced, in accordance with APA Manual. You need to write a prose product, using complete sentences.

Grading Criteria Rubric and Conversion

Grading Criteria Rubric and Conversion

Rubric

3 Exams @ 100	300
Discussions	200
Service	150
Service Paper	150
Term Paper	200
Total	1000

Conversion to Course Letter Grade for Posting

Points	%	Grade
900 – 1000	90 – 100%	A
800 – 899	80 – 89%	B
700 – 799	70 – 79%	C
600 – 699	60 – 69%	D
0 – 599	0 – 59%	F

Posting of Grades

All course grades will be posted on Canvas automatically after I grade each assignment. While I do make every effort to stay current with respect to grading assignments, I may occasionally get a week or so behind. Please be patient. If you have questions regarding a specific concern, please contact me via Canvas inbox.

COURSE OUTLINE AND CALENDAR

Course Calendar¹

Week	Topics	Readings	Assignments Due
8/28 – 9/3	Syllabus Class introduction	Read syllabus and submit syllabus acknowledgment assignment. Introduction	Statement from you regarding syllabus & introduction post due by noon on 9/3.
9/4 – 9/10	Introduction: What is Morality? Part 1 – The Good Life Chapter 1: Hedonism	Introduction & Chapter 1	1 st discussion post due by 6:00pm on 9/8 2 nd discussion post due by noon on 9/10
9/11 – 9/17	Chapter 2: Is Happiness all that Matters?	Chapter 2	1 st discussion post due by 6:00pm on 9/15 2 nd discussion post due by noon on 9/17
9/17 – 9/24	Chapter 3: Getting What you Want	Chapter 3	1 st discussion post due by 6:00pm on 9/22 2 nd discussion post due by noon on 9/24
9/25 – 10/1	Chapter 4: Problem for the Desire Theory	Chapter 4	1 st discussion post due by 6:00 pm on 9/29 2 nd discussion post due by noon on 10/1

10/2 – 10/8	Exam 1	Introduction & Chapters 1-4	Exam 1 to be completed between 12:01 am on 10/06 and 11:59 pm on 10/8
10/9 – 10/15	Part 2 – Normative Ethics Chapter 5: Morality & Religion Chapter 6: Natural Law	Chapters 5 & 6	1 st discussion post due by 6:00 pm on 10/13 2 nd discussion post due by noon on 10/15
10/16 – 10/22	Chapter 7: Psychological Egoism Chapter 8: Ethical Egoism	Chapters 7 & 8	1 st discussion post due by 6:00 pm on 10/20 2 nd discussion post due by noon on 10/22
10/23 – 10/29	Chapter 9: Consequentialism Chapter 10: Difficulties with Consequentialism	Chapters 9 & 10	1 st discussion post due by 6:00 pm on 10/27 2 nd discussion post due by noon on 10/29
10/30 – 11/5	Chapter 11: The Kantian Perspective Chapter 12: Kant: Autonomy & Respect	Chapters 11 & 12	1 st discussion post due by 6:00 pm on 11/3 2 nd discussion post due by noon on 11/5
11/6 – 11/12	Exam 2	Introduction & Chapters 1-12	Exam 2 to be completed between 12:01 am on 11/10 and 11:59 pm on 11/12
11/13 – 11/19	Chapter 13: The Social Contract Tradition Chapter 14: Problems for the Social Contract TERM PAPERS, SERVICE PAPERS & SERVICE DOCUMENTATION DUE NOT LATER THAN 6:00PM ON 11/13	Chapters 13 & 14	1 st discussion post due by 6:00 pm on 11/17 2 nd discussion post due by noon on 11/19
11/20 – 11/26	Thanksgiving week No assignments		Enjoy your holidays safely!
11/27 – 12/3	Chapter 15: Ethical Pluralism Chapters: Prima Facie Duties and Ethical Pluralism	Chapters 15 & 16	1 st discussion post due by 6:00 pm on 12/1 2 nd discussion post due by noon on 12/3

12/4 – 12/10	Chapter 17 Virtue Ethics Chapter 18 Feminism Part Three: Metaethics: The Status of Morality Chapters 19 – 21 will not be part of the discussion questions due to time constraints but will be included in the final exam.	Chapters 17-21	1 st discussion post due by 6:00 pm on 12/8 2 nd discussion post due by noon on 12/10
12/11 – 12/15	Final Exam	Introduction, Chapters 1-21	Final exam to be completed between 12:01am on 12/11 and 11:59pm on 12/13

¹ Events are subject to minor revision

Import University Dates:

August 28, Add/Drop/Late Registration begins
August 30, Add/Drop/Late Registration ends, 16-week and 1st 8-week classes
September 1, Priority Deadline to Submit Graduation Application
September 4, Labor Day, CAMPUS CLOSED
September 5, Last day to drop 1st 8-week classes with no record
September 13, Last day to drop 16-week classes with no record
September 22, Last day to drop a 1st 8-week class with a Q or withdraw with a W
October 6, Deadline to submit graduation
October 20, Last day to withdraw from the University (1st 8-week classes WF)
October 23, Add/Drop/Late Registration begins, 2nd 8-week classes
October 26, Add/Drop/Late Registration ends, 2nd 8-week classes
October 30, Last day to drop 2nd 8-week classes with no record
November 10, Veteran’s Day
November 10, Last day to drop with a Q or withdraw with a W (16-week classes)
November 17, Last day to drop a 2nd 8-week class with a Q or withdraw with a W
November 23-24, Thanksgiving, CAMPUS CLOSED
December 15, Last day to withdraw from the University (16-week and 2nd 8-week classes)
December 15, Last day to file for Degree Conferral (Registrar’s Office)
December 15, Commencement
December 25-January 1, WINTER BREAK

Technology Requirements.

This course will use the [A&M-Central Texas Instructure Canvas learning management system](#). Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com>].

Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)

Password: Your MyCT password

Technology Support.

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: helpdesk@tamu.edu

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

Please let the support technician know you are an A&M-Central Texas student.

For issues with **Canvas**, select "chat with Canvas support," submit a support request to Canvas Tier 1, or call the Canvas support line: 1-844-757-0953, links to all are found inside of Canvas using the "Help" link.

For issues related to course content and requirements, contact your instructor.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy.

If you discover that you need to drop this class, you must complete a [Drop Request Form](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf) [https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity.

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing

grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Academic Accommodations.

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](https://www.tamuct.edu/departments/access-inclusion) webpage [https://www.tamuct.edu/departments/access-inclusion].

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. For more information, please visit <https://www.tamuct.edu/departments/index.php>. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines online](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf), please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Tutoring.

Tutoring is available to all A&M-Central Texas students, both on-campus and online. On-campus subjects tutored include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111. If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Larry Davis at lmDavis@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in over forty subject areas. Access Tutor.com through Canvas.

The University Writing Center.

Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students from 10am-5pm Monday-Thursday with satellite hours in the University Library on Mondays from 6:00-9:00pm. Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WOnline](https://tamuct.mywconline.com/) [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu to schedule an online tutoring session. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

University Library.

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](https://tamuct.libguides.com/) [https://tamuct.libguides.com/].

A Note about Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at A&M-Central Texas, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Counseling Services (254-501-5956) located on the second floor of Warrior Hall.

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/departments/compliance/titleix.php) [https://www.tamuct.edu/departments/compliance/titleix.php].

Late Work

Make-up work for discussions, assignments, exams, and papers will not be accepted. In rare instances, one (1) make-up exam may be offered, but with a 20-point deduction (written documentation pertaining to a serious emergency may be considered for such a makeup). In no instance will a make-up be offered for the final exam. In no instance will a make-up for an exam be given after two weeks from the original exam date. It is the student's responsibility to contact his instructor within 24 hours of having missed an exam for purposes of making it up. A request for make-up may or may not be granted. The final course grade will be posted within a few days of the final exam. **No incompletes will be awarded for this course.** If the student foresees that he will be unable to complete the course, then he should drop the course or accept the posted grade.

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