



**MGMT 5315, 80268, International Management for Sustainability**

**Face-to-Face 16 Week Course**

**T 6:00 pm to 8:45pm - Founders Hall Room 210**

Fall 2019 (August 26 – December 13, 2019)

Texas A&M University-Central Texas

**INSTRUCTOR AND CONTACT INFORMATION**

**Instructor:** Dr Leyla Orudzheva

**Office:** Founders Hall 3rd floor, Room 217P

**Office Phone:** (254) 519-5472

**Email:** [leyla.orudzheva@tamuct.edu](mailto:leyla.orudzheva@tamuct.edu) (best way to contact me and to get a quick response).

Please provide in the subject line of each message the course information “MGMT 5315” so that I can identify your class

**College of Business Administration Department Information:**

**POC: Ms. Melanie Mason**

COBA Department Main Phone Number: 254-519-5437

COBA Department Main Email: [cobainfo@tamuct.edu](mailto:cobainfo@tamuct.edu)

COBA Department Main Fax#: 254-501-5825

**Office Hours:**

T/R 10am- 1pm, and by appointment (f2f, video conference or phone). I encourage all students to interact with me immediately after class to ask questions about upcoming assignments, get clarity on course concepts, and/or review your grading status in the course.

**Mode of instruction and course access:**

- This course is a **100% Face-to-Face Class \*Regular attendance is required\**
- This course uses the A&M-Central Texas **Canvas** Learning Management System [<https://tamuct.instructure.com>].

**Student-instructor interaction:**

TAMUCT email is the preferred communication method. Please provide in the subject line of each message the course information “MGMT 5315” so that I can identify your class. I check emails regularly and usually respond within 24h during week days (48h during weekend and holidays). Please NO texting language. I can also meet face to face, on the phone, or online using web-conference tools.

*Occasionally, a University meeting or Conference travel will preempt my prompt responses to your message; should this happen I will post an announcement via Canvas.*

## **WARRIOR SHIELD**

### **Emergency Warning System for Texas A&M University-Central Texas**

Warrior Shield 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 Warrior Shield through their myCT email account.

Connect to Warrior Shield by [911Cellular](https://portal.publicsafetycloud.net/Account/Login) [https://portal.publicsafetycloud.net/Account/Login] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.

## **COURSE INFORMATION**

### **1. Course Overview and Description:**

This course will focus on international business management through a sustainability lens. Seminal and current research along with relevant real-world examples will be used to expose students to theories and frameworks pertinent to international business functions and cross-cultural management. The course will sensitize students to global business environment opportunities and stimulate generation of team-based international business solutions contributing to sustainable development and consistent with the triple bottom line approach.

**1.1. Course Objective:** This course is designed to facilitate students' learning of the fundamentals of international business strategies and cross-cultural management to achieve the organizational outcome of sustainable development. Throughout the course, students are expected to develop a sense of ease to manage business in a multicultural environment which will contribute to an organization's success in the social, ecological, and economic dimensions of sustainability.

**1.2. Student Learning Outcomes (SLOs):** Upon the successful completion of this course, students will be able to:

- SLO 1. Identify the impacts of globalization on a firm's internationalization process.
- SLO 2. Apply the principles of sustainability in global business environment.
- SLO 3. Analyze different cross-national institutional forces that influence international businesses.
- SLO 4. Discuss cultural dimensions based on cultural frameworks and apply them to global business settings.
- SLO 5. Discuss ethics and corporate social responsibility issues in the global business environment.
- SLO 6. Evaluate the tension between pressures for global integration and national responsiveness and identify an effective international strategy and entry mode.
- SLO 7. Develop cultural intelligence to interact and manage people from different cultures.

SLO8. Identify sustainability problems across different local contexts and propose global business solutions to them

**2. Prerequisites:** MGMT 5301 Organizational Behavior

**3. Textbook and Assigned Readings:**

**3.1. Required Reading and Textbook(s)**

3.1.1. **International Business: Competing in the Global Marketplace** (12th Edition) by Charles W. L. Hill Dr, G. Tomas M. Hult

Publisher: McGraw-Hill; ISBN: 9781259929441

3.1.2. Supplemental readings will be provided via TAMUCT Library e-reserve.

**3.2. Reference Guide for Professional Writing**

American Psychological Association. (2010). Publication manual of American Psychological Association (6th ed.). Washington, D.C.: Author. ISBN-13: 978-1-4338- 0561-5.

Both in-text citation and a list of reference in the end of the write-up are required in all written assignments.

All students are expected to keep abreast of contemporary developments in global business by reading quality press such as, for example, the New York Times, Wall Street Journal, Washington Post, The Economist, Forbes, Fortune, Business Week, Foreign Affairs, Foreign Policy, etc.

## **COURSE REQUIREMENTS**

### Individual assignments

**Self-check quizzes** (7 quizzes @30 points): learning activity supports SLO 1-6

This course has Self-check quizzes for all learning material covered in this course. The Self-check quizzes challenge your mastery of the content in each module. Self-check quizzes are open book and open notes. There is no provision for making up missed quizzes as each quiz will be opened during one whole week.

**Academic literature review** (70 points): learning activity supports SLO 1-6 & 8.

Each student will write a review of academic literature covering a specific area of research relevant to the International Management and focusing specifically on relevant managerial implications. A selection of topics will be distributed in class and posted in Canvas. Your literature review will be 6+ pages double-spaced, 12pt, and in-text citations. Page limit does not include, figures, tables, and references. Detailed guidelines will be provided via Canvas.

**World Events Digest** (1@30 points): learning activity supports SLO 1-3.

Each student will present a World Event Digest for one geographic area throughout the semester. The geographic areas cover most regions of the world (e.g., Asia Pacific, Latin America, North America, European Union, Eastern Europe, Central Asia, Africa, and Middle

East). You will write up a short report (2 page single-spaced) on 2-3 major events and implications of these events for international business referring to the concepts from the textbook. Then you will share your digest with the class in a 5-minute mini-presentation. Detailed guidelines will be provided via Canvas.

**Mini cases (3@30):** learning activity supports SLO 1-6 & 8.

Each student will complete mini cases from real world examples answering to IB related questions and applying concepts from Modules to generation of business solutions. Detailed guidelines will be provided via Canvas.

**Attendance and Participation (90 points):** learning activity supports SLO 1-7.

Students are expected to attend every class and actively participate in class activities (debates, discussions, exercises). If you have to miss a class for a university excused reason, you should let me know before the class (There is no provision to makeup for a missed class activity without informing the instructor before the class and providing documentation for a university excused absence).

#### Team assignments

**Global Sustainable Enterprise (GSE) Team Charter (5 points):** Each team will submit a team charter. Detailed guidelines will be provided via Canvas.

**Global Sustainable Enterprise (GSE) Proposal (55 points):** learning activity supports SLO 1-4.

Each team will write a proposal for a firm's effort in building a global sustainable enterprise. You will select an already existing company that is not part of the 100 Most sustainable companies<sup>a</sup> and would presumably have lots of room for improvement in terms of sustainability. After conducting an internal analysis, you will study external environment and identify a new country for the company to expand to for a global business venture and consider cultural and ethical issues that could impact the firm. The proposal should identify 2-3 alternatives and formulate a clear argument in favor of the selected country. Detailed guidelines will be provided via Canvas.

**Global Sustainable Enterprise (GSE) Final Paper (90 points):** learning activity supports SLO 2, 6, 7.

Incorporating the feedback provided for the GSE Proposal, the final paper will propose a firm strategy, structure, and entry mode for the venture; estimate a timeline and required financial resources; discuss human resource systems to be used in the new venture; and recommend levels of product/service adaptation as well as marketing methods (if applicable). The paper should rely on pertinent, reliable data about the country and the firm (e.g. annual reports,

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<sup>a</sup> <http://www.corporateknights.com/magazines/2018-global-100-issue/2018-global-100-results-15166618/>

quality business press, well-known and reputable international organizations' websites, NO Wikipedia). Your recommendations should make use of frameworks discussed in class, account for central issues and problems facing the firm in the proposed venture, critical analysis of the situation, and appear realistic (no science fiction) and presentable to the firm as a viable option for global expansion. Detailed guidelines will be provided via Canvas.

**Global Sustainable Enterprise (GSE) Final Team Presentation (20):** Each team will share the recommendations of its Final GSE paper in a PPT presentation. Detailed guidelines will be provided via Canvas.

**Peer evaluation:** Students' involvement in team activities will be evaluated by peers using a collective Peer Evaluation process. Based on the grade awarded by peers, a student will either receive the full points associated with the team grade on a relevant team assignment or only a portion of the points. Participation in scheduled presentations is mandatory to receive credit.

NOTE 1: No later than 24 hours after a peer evaluation due date, any team member may request that the instructor arbitrate team ratings. If arbitration is requested, and conducted, the decision of the instructor will be final. The Peer Evaluation will be submitted with each of the team assignments.

NOTE 2: A student "fired" from his or her team in accordance with conditions outlined in the team's charter will have to complete the remaining team project parts on his own with a maximum possible grade capped at 79%. Furthermore, a student fired from a team won't be able to earn points for the Team presentation.

### **Grading Polices/Guidelines**

- **Individual Performance:** It is vital that you are active in the course and complete all work in a professional fashion. You are expected to read the chapters as assigned in the syllabus as well as all the relevant supplemental resources that may be found in the Module content folders for that period before coming to class.
- **Quality Work:** All work submitted for grading shall be of upper level quality: demonstrate understanding and effort put into it, depth of analysis, grammatical structure, professionalism, etc.
- **Spelling, Grammar, and Writing Skills for reports:** The content of all written assignments is what you will be evaluated on, provided that your spelling and grammar does not have major issues. While a few spelling and grammar mistakes are acceptable and will not affect your grade, I reserve the right to remove of up 10% of the points of a written assignment for excessively bad grammar and spelling mistakes. Students who proofread their work, use spelling and grammar checking tools, or obtain help from the University Writing Center (described above) should not be affected by this policy.
- **Identifying Submissions:** Submissions' title should follow the format as specified

*Title\_of\_the\_asisgnment\_Student Last Name*

- **Submission Style Requirements:** Submissions will be in accordance with The Publication Manual of the American Psychological Association, 6<sup>th</sup> ed. **All written work must be submitted utilizing Microsoft Word in either a .doc or .docx format.**
- **Due Dates and Late Submissions:** The assignment instructions and deadlines are clearly laid out in the syllabus. As such, it is expected that all work will be submitted on time, as timeliness is an important aspect of professional communications and behavior. If you encounter an issue, please let me know before the due date. Late submissions of written assignments will cost -20% of the grade per day.
- **Changes to Syllabus:** This syllabus serves as an instructional and study planning document. Although every effort will be made to maintain the schedule and activities presented herein, it may become necessary during the semester to make changes to the syllabus. In such events, changes will be announced, and students will receive written notice as soon as possible.
- **Sundown rule:** You have one (1) week (from the date the grade is released) to inquire about your grade on an exam, quiz or any other assignment. The exception to this is the last round of assignments, and your Final Letter Grade when inquiries need to be taken care of as soon as possible before I submit grades to the Registrar. The purpose is to resolve any issue during the term and not wait until the last week of the term. Check your grades every week!

### Grading Criteria Rubric and Conversion

A detailed grading rubric will be available with the assignment instructions and submission locations in Canvas. Minimum points required for a specific course grade are noted on the table under Grade Computation in the next section. Minimum points required for a specific course grade will NOT be revised for any reason. There are 600 grading points available in this class, assigned as follows:

<u>Individual</u>	Points
Self-check quizzes (7@30)	210
Academic literature review	70
World Events Digest (1@30)	30
Mini cases (3@30)	90
Attendance & Participation	90
<u>Team</u>	
GSE Team Charter	5
GSE Proposal	55
GSE Final Paper	90
GSE Final Team Presentation	20
<b>Total points</b>	<b>660</b>

Final grades will be calculated using a traditional scale. Final grade consists of points earned. Students should not expect rounding or individual extra credit at the end of the semester.

POINTS	LETTER GRADE	%
594-660	A	90
528-593.99	B	80
462-527.99	C	70
396-461.99	D	60
Below 396	F	<60

### Posting of Grades

All student grades will be posted on the Canvas Grade book and students should regularly monitor their grading status through this tool. I will attempt to post grades for all assignments within one week after the due date, unless I let you know otherwise.

### COURSE OUTLINE AND CALENDAR

#### Complete Course Calendar

The modules will open on Mondays and will remain open till the end of the semester

All written assignments are due on Sundays of a corresponding week by 11:59pm

Quizzes will open on Mondays of a corresponding week and will remain open through the weeks covering the module: closes on last Sunday at 11:59pm (Note: Considering the large availability window for Quizzes, no make-ups will be allowed unless there are exceptional circumstances)

Module	Dates	Topic	Readings & Assignments
1	Week 1 Aug 26- Sept 1	Course introduction	Read and review syllabus.  Buy the textbook Students Introductions
	Week 2 Sept 2- 8 *Sept 2 Campus Closed Labor Day	Globalization	Read Ch. 1 "World Event Digest" (Region of the week: Central Asia)
	Week 3	Ethics, CSR and Sustainability in IB	Read Ch. 5

	Sept 9-15		<p><u>Required E-reserve readings:</u> Cuervo-Cazurra, A. (2016). Corruption in international business. <i>Journal of World Business</i>, 51(1), 35–49.</p> <p>Jeanrenaud S., Jeanrenaud J., Gosling (2017). Chapter 1 in <i>Sustainable Business: A One Planet Approach</i></p> <p><u>Optional readings:</u> Bricker, D., &amp; Ibbitson, J. (2019). What lies ahead. <i>Empty Planet: The Shock of Global Population Decline</i> (pp. 225–240).</p> <p>The Economist. (2019, February). The best way to solve the world’s water woes is to use less of it.</p> <p>Take <b>Quiz 1</b> (Module 1)</p> <p><b>Complete mini case 1</b></p>
2	Week 4 Sept 16- 22	National differences	<p>Team assignment Start working on the Team Charter due on Sunday; Start working on the GSE Proposal</p> <p>Read Ch. 2, 3 "World Event Digest" (Region of the week: Asia Pacific)</p> <p><u>Required E-reserve readings:</u> Chipman, J. (2016). Why Your Company Needs a foreign policy. <i>Harvard Business Review</i>, (September), 36–43.</p> <p><u>Optional readings:</u> The Economist. (2018, September). Exit the dragon: A Chinese ban on rubbish imports is shaking up the global junk trade.</p>
	Week 5 Sept 23- 29	National differences cont’d	<p>Read Ch. 4</p> <p><u>Required E-reserve readings:</u> House, R., Javidan, M., Hanges, P., &amp; Dorfman, P. (2002). Understanding cultures and implicit theories across the globe: an introduction to project GLOBE. <i>Journal of World Business</i>, 37, 3–10.</p> <p>Take <b>Quiz 2</b> (Module 2)</p> <p>"World Event Digest" (Region of the week: Africa)</p>

3	Week 6 Sept 30- Oct 6	Global trade and investment environment	Read Ch. 6, 7  "World Event Digest" (Region of the week: South America) <i>*By Tuesday submit annotated bibliography for the Academic literature review for feedback (ungraded)</i>
	Week 7 Oct 7- 13	Global trade and investment environment cont'd	Read Ch. 8, 9  <u>Required E-reserve readings:</u> Shapiro, D., Hobdari, B., & Oh, C. H. (2018). Natural resources, multinational enterprises and sustainable development. <i>Journal of World Business</i> , 53(1), 1–14. Walter, R. M. (2018, Sep 17). Imperialism will be dangerous for china; being risks blowback as it exports surplus economic capacity to Africa and Asia. <i>Wall Street Journal</i> (Online) <b>Submit GSE Proposal</b> Take <b>Quiz 3</b> (Module 3)
4	Week 8 Oct 14- 20	Global Monetary System	Read Ch. 10, 11, 12;  "World Event Digest" (Region of the week: European Union)  Take <b>Quiz 4</b> (Module 4) <b>Submit Academic Literature Review</b>
5	Week 9 Oct 21- 27	Strategy and Structure of IB	Read Ch. 13 "World Event Digest" (Region of the week: Middle East)  <u>Required E-reserve readings:</u> The Economist. (2016, November). Breaking the habit: the future of oil. <b>Complete mini case 2</b>
	Week 10 Oct 28- Nov 3		Read Ch. 14  Take <b>Quiz 5</b> (Module 5) "World Event Digest" (Region of the week: Eastern Europe)

6	<p>Week 11</p> <p>Nov 4- 10</p>	Foreign market entry modes	<p>Read Ch. 15</p> <p>Study all relevant content provided in the Module</p> <p><u>Required E-reserve readings:</u> Ritvala, T., Salmi, A., &amp; Andersson, P. (2014). MNCs and local cross-sector partnerships: The case of a smarter Baltic Sea. <i>International Business Review</i>, 23(5), 942–951.</p> <p>Take <b>Quiz 6</b></p> <p><b>Complete mini case 3</b></p>
7	<p>Week 12</p> <p>Nov 11- 17</p> <p>*Nov 11 Campus Closed Veteran’s Day</p>	International business functions	<p>Read Ch. 17</p> <p><u>Required E-reserve readings:</u> Jaffee, D. (2014). A sustainable cup? Brewing justice: Fair trade coffee, sustainability, and survival (Updated., pp. 133–164). Renard, M.-C. (2010). In the name of conservation: CAFE practices and Fair Trade in Mexico. <i>Journal of Business Ethics</i>, 92, 287–299.</p>
	<p>Week 13</p> <p>Nov 18- 24</p>		<p>Read Ch. 18</p> <p>"World Event Digest" (Region of the week: North America except US)</p>
	<p>Week 14</p> <p>Nov 25- Dec 1</p> <p>*Nov 28-29 Campus Closed Thanksgiving</p>		<p>Read Ch. 19</p> <p>Take <b>Quiz 7</b> (Module 7)</p>
	<p>Week 15</p> <p>Dec 2-8</p>		<p><b>GSE Final paper</b> due Tuesday 12/3 at 6 pm</p> <p>Peer evaluation</p> <p>End of course survey</p>

			"World Event Digest" (Region of the week: Australia & Oceania).
	Week 16 Dec 9- 13	Course wrap-up (🌟)	GSE Final team presentation

### Important University Dates:

August 26, 2019	Classes Begin for Fall Semester
August 26, 2019	Add, Drop, and Late Registration Begins for 16- and First 8-week Classes \$25 Fee assessed for late registrants
August 28, 2019	Deadline for Add, Drop, and Late Registration for 16- and First 8-week
September 2, 2019	Labor Day (University Closed)
September 3, 2019	Deadline to Drop First 8-week Classes with No Record
September 11, 2019	Deadline to drop 16-week Classes with No Record
October 1, 2019	Deadline for Teacher Education and Professional Certification Applications
October 4, 2019	Deadline to Drop First 8-week Classes with a Quit (Q) or Withdraw (W)
October 15, 2019	Deadline for Clinical Teaching/Practicum Applications
October 18, 2018	Classes End for First 8-week Session
October 18, 2019	Deadline to Withdraw from University for First 8-Week Classes (WF)
October 21, 2019	Add, Drop, and Late Registration Begins for Second 8-Week Classes \$25 Fee assessed for late registrants
October 21, 2019	Classes Begin for Second 8-Week Session
October 21, 2019	Class Schedule Published for Spring Semester
October 22, 2019	Deadline for Faculty Submission of First 8-Week Class Final Grades (due by 3pm)
October 23, 2019	Deadline for Add, Drop, and Late Registration for Second 8-Week Classes
October 25, 2019	Deadline for Graduation Application for Ceremony Participation
October 28, 2019	Deadline to Drop Second 8-Week Classes with No Record
November 4, 2019	Registration Opens for Spring Semester

November 8, 2019	Deadline to Drop 16-Week Classes with a Quit (Q) or Withdraw (W)
November 11, 2019	Veteran's Day (University Closed)
November 28-29, 2019	Thanksgiving (University Closed)
November 29, 2019	Deadline to Drop Second 8-Week Classes with a Quit (Q) or Withdraw (W)
December 13, 2019	Deadline for Applications for Tuition Rebate for Fall Graduation (5pm)
December 13, 2019	Deadline for Degree Conferral Applications to the Registrar's Office \$20 Late Application Fee
December 13, 2019	Deadline to Withdraw from University for 16- and Second 8-Week Classes
December 13, 2019	Fall Semester Ends
December 13, 2019	Fall Commencement Ceremony
December 17, 2019	Deadline for Faculty Submission of 16-Week and Second 8-Week Final Class Grades (due by 3pm)
December 23, 2019 - January 1, 2020	Winter Break (University Closed)

## TECHNOLOGY REQUIREMENTS AND SUPPORT

### 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

### Canvas Support

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.

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

### Other Technology Support

For log-in problems, students should contact Help Desk Central 24 hours a day, 7 days a week

Email: [helpdesk@tamu.edu](mailto: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.*

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## 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 Academic 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.

For more [information regarding the Student Conduct process](https://www.tamuct.edu/student-affairs/student-conduct.html), [https://www.tamuct.edu/student-affairs/student-conduct.html].

If you know of potential honor violations by other students, you may [submit a report](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0), [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\_id=0].

### 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 Office 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 Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](#) Canvas page (log-in required) [<https://tamuct.instructure.com/courses/717>]

### **Important information for Pregnant and/or Parenting Students**

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related 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. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit [Student Affairs](https://www.tamuct.edu/student-affairs/index.html) [<https://www.tamuct.edu/student-affairs/index.html>]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines](#) online, please visit the website [<http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf>].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

### **Tutoring**

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111. Tutor.com tutoring **will not offer writing support** beginning August 1, 2019, but will continue to offer other tutoring support.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or have any other question, contact Academic Support Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at [deeadra.albertgreen@tamuct.edu](mailto:deeadra.albertgreen@tamuct.edu).

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

### **University Writing Center**

Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free workspace open to all TAMUCT students from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours in the University Library Monday thru Thursday

from 6:00-9:00 p.m. This semester, the UWC is also offering online only hours from 12:00-3:00 p.m. on Saturdays.

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 UWC is here to help!

Students may arrange a one-to-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](mailto:bruce.bowles@tamuct.edu) if you have any questions about the UWC and/or need any assistance with scheduling.

### **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 85,000 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 24 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](http://tamuct.libguides.com/index) [http://tamuct.libguides.com/index].

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## **OPTIONAL POLICY STATEMENTS**

### **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 TAMUCT, 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 Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

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>].

### **Behavioral Intervention**

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, who are exhibiting behaviors that pose a threat to safety, or individuals causing a significant disruption to our community, please make a referral to the Behavioral Intervention Team. You can complete the [referral](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2) online [[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\\_id=2](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2)].

Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](https://www.tamuct.edu/student-affairs/bat.html) website for more information [<https://www.tamuct.edu/student-affairs/bat.html>]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.

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