



## Social Science Proseminar

Course Number: SOSC 3300  
Semester: Spring 2019  
Instructor: Lynn Greenwood, PhD

<b>Course and Contact Information</b>	
<b>Class Time, Day, Location, and Duration:</b>	Tuesdays and Thursdays, 4-5:15 Founder's Hall, 209 January 14 – May 10, 2019
<b>Office:</b>	Heritage Hall, room 204D
<b>Office Hours:</b>	Wednesdays 2-5 Thursdays 12-3pm Other times/days may be arranged – please email for an appointment
<b>Email:</b>	Preferred email: <a href="mailto:lgreenwood@tamuct.edu">lgreenwood@tamuct.edu</a> – <ul style="list-style-type: none"> <li>When emailing, always identify yourself and the course name. In general, when communicating electronically, you should use complete sentences and be very clear about what you are asking or saying to avoid miscommunication. Deviations from this may result in an unanswered email.</li> </ul> <b>Canvas messages are also acceptable.</b>
<b>Phone:</b>	Mobile: 512-525-9173 <ul style="list-style-type: none"> <li>If texting or leaving voicemail, please identify yourself and the course name. Deviations from this may result in no reply.</li> <li>I do not have an office phone.</li> </ul>
<b>Preferred Mode of Communication:</b>	Emails or office visits are preferred to phone calls, unless absolutely necessary. Text messages are acceptable as well. Do not call or text after 8pm.

### 1.0 Catalog Description

Social Science Proseminar is designed for students entering upper level course work in the social sciences. This course provides undergraduates with an introduction to professional communication, upper level writing expectations, and ethics in professional writing.

### 1.1 Expanded Description:

This course will insure students are capable of writing for the social sciences. It is important for students to understand aspects of professional decorum in the social sciences, accessing on-campus resources, and meeting basic standards for writing and presentation styles in the social sciences. This course is essential for students to successfully demonstrate knowledge of basic sociological and criminal justice concepts, demonstrate their ability to research, and present in a professional environment.

## 2.0 Course Objectives

- Ability to communicate in a professional manner
- Familiarity with the benefits and responsibilities of membership in professional organizations and associations
- Familiarity with several on-campus resources, such as the University Writing Center, University Library, and Office of Professional Development
- Ability to find and use digital and library resources
- Enhanced basic composition skills, including improved clarity and structure as appropriate for formal writing in the social sciences
- Ethics in professional writing
- Ability to conduct and compose a review of social science literature
- Gain foundational knowledge of acceptable format and citation styles (e.g., APA, ASA)
- Experience presenting in an academic environment

## 3.0 Course Textbooks

American Psychological Association (2009). *Publication manual of the American psychological association* (6<sup>th</sup> ed.). ISBN: 9781433805622

American Sociological Association (2014). *American sociological association style guide* (5<sup>th</sup> ed.). Washington D.C.: American Sociological Association. ISBN: 9780912764214

Burns, T. & Sinfield, S. (2016). *Essential study skills: The complete guide to success at university* (4<sup>th</sup> ed.). London: Sage Publishing, Inc. ISBN: 9781473919020

Lester, M. & Beason, L. (2013). *The McGraw-Hill handbook of English grammar and usage* (2<sup>nd</sup> ed.). McGraw-Hill Education. ISBN: 9780071799904

## 3.1 Supplementary Materials

Students will receive additional reading and viewing materials throughout the semester to enhance, expand on, and aid in discussions. These materials will be provided in class and on Canvas.

## 4.0 Mode of Instruction and Course Access

This course is classroom-based and also utilizes the TAMUCT Canvas system. To be able to successfully complete this course, the student must have reliable and frequent access to a computer and to the Internet.

## 4.1 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

## 4.2 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.

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.*

***Technology issues are not an excuse for missing a course requirement.*** *Make sure your computer is configured correctly and address issues well in advance of deadlines.* If you have problems with your personal computer and/or Internet, you have access to the computer lab in Warrior Hall (Room 104). The library (in Warrior Hall) also has computers students can use.

For issues related to course content and requirements, contact your instructor. **Do not contact your instructor about Canvas issues.**

## 4.3 University Email

It is highly recommended that students claim and use their university email. All announcements made in Canvas will also be emailed to students – these emails only go to university email accounts. The same applies to all university-level announcements. You may miss out on vital announcements and information if you do not check your university email regularly. You can have your university email forwarded to your personal email.

## 5.0 Required Course Work

Expectations and requirements for coursework are listed below.

### 5.1 Assignments

#### **0-25 points (250 points total)**

There will be ten (10) assignments over the course of the semester. Some of these assignments will be in the form of discussion boards; others will be brief individual written assignments. The assignment topics are provided in the course calendar and assignment details will be provided in Canvas. The grades for these assignments are participation grades--*complete* participation earns full points.

## 5.2 Writing Journal 0-20 (100 points total)

As part of this course, each student will write an essay on a social problem (see the next section). As this is a course designed to provide students with helpful tools/strategies for being successful in their courses, the writing journal will break down the writing process into manageable and meaningful parts, culminating in the final essay.

The writing journal will be divided into five parts:

1. Possible topics
2. Final topic
3. Primary resources
4. Outline
5. Essay draft

Full credit will be given to fully completed journal entries. Suggested due dates are included in the course calendar. For feedback on journal entries, you must meet the suggested due dates. Feedback will help you in your final essay, so students are encouraged to meet these deadlines.

## 5.3 Social Problem Essay 0-100 points

Each student will prepare an essay on a social problem of their choice. The topic must be approved by the instructor – assignments based on an unapproved topic will not be graded. See the syllabus for the due date for topic submission.

ESSAYS SHOULD ADDRESS THE FOLLOWING:

- Information about the social problem (who, what where, why, how)
- Challenges to combating the problem (expected or known; e.g., costs, problems with adoption by general public)
- Benefits to solving the social problem (who benefits and how)

ESSAYS MUST MEET THE FOLLOWING CRITERIA:

- 3-4 pages in length
- Double-spaced, 12-point font
- Must be produced in Microsoft Word (.doc or .docx format) – no other format will be accepted
- At least four (4) sources must be used; sources must be appropriately cited in text and in a reference section
  - Acceptable sources include peer-reviewed journal articles, trade journals, newspaper articles, websites with named author(s) or from specific organizations or agencies
    - Unacceptable sources include websites with no named author and no sourcing of information; personal opinion websites
    - If you are not sure about a source, contact the professor
  - Citations and reference lists must conform to either APA or ASA standards. Refer to the ASA or APA style manuals required for this course

- Your paper must not have more than one quotation per page. Quotations must be cited correctly, including page numbers
- Must be submitted on Canvas via the assignment link
- No cover page is required. Your name and title should be listed at the top of each page in a header. Do not manually type this at the top of each page – use the formatting feature in Microsoft Word:
  - Click the Insert tab
  - Click Header
  - Select the first option
  - Type in your name and topic focus
  - Click Close Header
- Use formatting in Microsoft Word for double-spacing – do not manually double-space your paper
- Paragraph, narrative format; no lists; 3rd person speech (e.g., no I, me, or we)
- Proofread carefully: grammar, spelling, mechanics, and citations, will be part of your grade.

### Grading Matrix for Social Issue Essay

<b>Spelling, Grammar, &amp; APA Rules (25 pts)</b>	Numerous spelling, grammar, or APA citation/reference errors (0-6 pts)	Some spelling, grammar, or APA citation/reference list errors (7-13 pts)	Few spelling, grammar, or APA citation/reference list errors (14-20 pts)	No spelling, grammar, or APA citation/reference list errors (21-25 pts)
<b>Structure of Paper (15 pts)</b>	Inaccurately structures 3 of the areas (0-3 pts)	Inaccurately structures 2 of the areas (4-7 pts)	Inaccurately structures 1 of the areas (8-11 pts)	Accurately structures paper according to # of pages, header, font, voice, and spacing (12-15 pts)
<b>Content of Paper (60 pts)</b>	Demonstrates very little or no insight or understanding of the article (0-15 pts)	Demonstrates little insight and understanding of the article (16-30 pts)	Demonstrates some insight and understanding of the article (31-45 pts)	Adequate and appropriate coverage of the topic, all sides and counterarguments provided, appropriate topic, level of thought, logic, and reasoning appropriate for a junior-level student (46-60 pts)

In addition, read the grading criteria for the essay before submitting your assignment. If you need assistance with these assignments, please ask. I cannot help you if I do not know that you need help.

#### 5.4 Course Reaction Essay

**0-100 points**

Students will be responsible for completing a course reaction essay by the end of the semester. For this exercise, the student should think critically about the content presented in the course as a whole. Include in your essay the most and least helpful aspects of the course, and at least one example of how you would implement an aspect of the course into other courses that you might take.

##### **Requirements for course reaction essay:**

- 2-4 pages in length
- Double-spaced, 12-point font
- First person is acceptable for this assignment
- Must be produced in Microsoft Word (.doc or .docx format) – no other format will be accepted
- Must be submitted on Canvas via the assignment link
- No cover page is required. Your name and paper title should be listed at the top of each page in a header. Do not manually type this at the top of each page – use the formatting feature in Microsoft Word:
  - Click the Insert tab
  - Click Header
  - Select the first option
  - Type in your name and topic focus
  - Click Close Header
- Use formatting in Microsoft Word for double-spacing; do not manually double-space your paper
- Paragraph, narrative format; no lists
- If you reference specific material from the course, you must provide in-text citations and a reference list
- Citations and reference must conform to either APA or ASA standards
- No quotations
- **Proofread carefully: grammar, spelling, mechanics, and citations, will be part of your grade.**

## 6.0 Course Calendar

**Subject to revision, if necessary, during the semester.** Assignments are due by 11:59pm on Sunday of each week, with the exception of the last week of classes. The final due date for the last week of classes is 11:59 on Friday, May 10. All assignments must be completed and/or submitted in Canvas. No other forms of submission will be accepted.

Class Date	Topics/Reading	Assignments
Jan 15	Course introduction Student introductions Course syllabus	
Jan 17	Assessments Plagiarism	<b>Writing journal 1 due Jan 21 – possible topics</b>
Jan 22	Plagiarism Paraphrasing and quotations	
Jan 24	Student resources	<b>Assignment 1 due Jan 28 – paraphrasing and quotations</b>
Jan 29	University library	
Jan 31	Evaluating resources	<b>Assignment 2 due Feb 4 – university resources</b>
Feb 5	Citations/reference lists	
Feb 7	Citations/reference lists	<b>Assignment 3 due Feb 11 – Strengths Quest</b>
Feb 12	Strengths Quest Presentation	
Feb 14	Academic reading	<b>Writing journal 2 due Feb 13 – final topic</b>
Feb 19	Types of writing assignments	
Feb 21	Notetaking	<b>Assignment 4 due Feb 25 – reading strategies</b>
Feb 26	Basic composition	
Feb 28	Basic composition	<b>Assignment 5 due Mar 4 – notetaking strategies</b>
Mar 5	Common writing issues	
Mar 7	Common writing issues	<b>Assignment 6 due Mar 11 – reference list ranking Writing journal 3 due Mar 11 – primary sources</b>
Mar 12	<b>Spring Break – no class</b>	

<b>Mar 14</b>	<b>Spring Break - no class</b>	
<b>Mar 19</b>	Grammar, spelling, punctuation	
<b>Mar 21</b>	Grammar, spelling, punctuation	<b>Writing journal 4 due Mar 25 - essay outline</b>
<b>Mar 26</b>	<b>ACJS - no class</b>	
<b>Mar 28</b>	<b>ACJS - no class</b>	<b>Assignment 7 due Apr 1 - ETS assessment Writing Journal 4 due Apr 1 - essay draft</b>
<b>Apr 2</b>	Critical thinking	
<b>Apr 4</b>	Critical thinking	<b>Assignment 8 due Apr 8 - critical thinking</b>
<b>Apr 9</b>	Proofreading	
<b>Apr 11</b>	Proofreading	<b>Assignment 9 - Strong Interest Inventory</b>
<b>Apr 16</b>	Paper formatting	
<b>Apr 18</b>	Feedback	<b>Social issue essay due Apr 22</b>
<b>Apr 23</b>	Career services	
<b>Apr 25</b>	Professional communication	<b>Assignment 10 due Apr 29 - professional communication</b>
<b>Apr 30</b>	<b>Presentations</b>	
<b>May 2</b>	<b>Presentations</b>	
<b>May 7</b>	<b>Presentations</b>	<b>Course reaction essay due May 10</b>
<b>May 9</b>	<b>Presentations</b>	

## 7.0 Grading Criteria

### 7.1 General Writing Assignment Grading Standards and Expectations:

Along with the guidelines stated above, the writing assignments assigned in this course will be assessed and graded by the following standards:

- C** A C indicates satisfactory performance. A C paper demonstrates positive qualities and avoids serious errors. The positive qualities include the presentation of a

central idea that is adequately developed and competently organized. The errors to be avoided include serious flaws in the construction of paragraphs and sentences, in the selection of appropriate words, and in the use of conventional written English. The style of the writing is generally clear.

- B** A B paper surpasses the C paper by demonstrating a higher level of effectiveness in the organization, while sustaining clarity in expression. It has few or none of the common errors in the use of conventional written English. The style of the writing is generally fluent and polished.
- A** An A paper reflects outstanding work. Characteristics of an A paper include clarity of expression, logical development of a central idea, originality of thought. An “A” paper engages the reader’s attention and invites rereading. The writing style is consistently fluent, polished, and distinctive.
- D** A D indicates an unsatisfactory performance. A D paper is flawed by any one or several of the following: weakness in establishing or developing a central idea; serious errors in sentence or paragraph construction; serious errors in grammar, spelling, or the mechanics of written expression.
- F** An F indicates and unacceptable performance. An F paper is flawed by one or more of the following: failure to follow the assigned topic; failure to conceive, state, or develop a central idea; serious repeated errors in sentence construction or paragraph development; serious repeated errors in grammar, spelling, or the mechanics of written expression.

### **Also important...**

Write to your **academic** audience. Stay objective in tone and use appropriate, professional language. Do not assume that the reader knows what you are writing about, what book you used, etc. Be clear and specific with your wording. Proofread for clarity and use the proper APA formatting for citing ALL sources.

- For help with APA formatting, refer to the following website: <https://owl.english.purdue.edu/owl/resource/560/01/>
- On the left side of the page, you will see links for in-text citations and for reference lists. For every source used in a paper, you must have BOTH an in-text citation and a reference list entry. This goes for both quoted and paraphrased material.

## 7.2 Grading Rubric and Conversion

Final course grades will be assessed on the following scale:

Assignment	Points	Percent of Course Grade
Assignments	250 (10x25)	46%
Writing journal	100	18%
Social issue essay	100	18%
Course reaction essay	100	18%
<b>Total</b>	<b>550</b>	

## 8.0 Instructor Policies

### 8.1 Late assignments

Late assignments will be accepted up to one week after the due date. For each day the assignment is late, 10% of the total grade will be deducted from the assignment before it is graded. For example, if the assignment is worth 100 points and you turn it in two days late, you will start off with a grade of 80 *before* the assignment is graded.

Exceptions to the late policy would be any work due the last week of classes. No assignments will be accepted past the last day of classes. Please plan accordingly.

*Assignments turned in later than a week will not be graded.*

### 8.2 Extra credit

There is no extra credit built into the course. Any extra credit opportunities will be posted in Canvas. Generally, these will involve attending a presentation or lecture and writing a brief essay about the topic.

*Extra credit opportunities are not guaranteed; do not expect them and do not ask for them.*

### 8.3 Student-Instructor Interaction

Since this is an online class, most communication between the instructor and students will be electronic in nature; however, all students are welcome and encouraged to attend office hours or make an appointment for an office visit.

I will be checking and replying to student emails daily - students should expect a response within 24 hours during the week. Emails sent on a weekend will be responded to the following Monday, unless it is a holiday. Deviations from this will be announced on Canvas. During office hours, emails will be responded to more quickly, and Canvas chat, Skype, Facetime, or some other method of communication can also be utilized if pre-arranged. If the answer to a student question applies to all students, an announcement will be made to the entire class in lieu of an individual response.

#### 8.4 Grading

Most assignments will be graded within one week of submission. Depending on length, writing assignments will be graded within two weeks of submission. Deviations from this will be announced in Canvas. All grades will be posted in Canvas. Feedback on writing assignments will be provided in Canvas, either within the Canvas grading system or as an attached Microsoft Word document. Students are encouraged to track their progress in the course through the Canvas gradebook.

#### 8.5 Diversity in the Classroom

Respect for cultural and human biological diversity are core concepts within the Social Sciences. In this course, each voice in the classroom has something of value to contribute to class discussion. Please respect the different experiences, beliefs and values expressed by your fellow students and instructor, and refrain from derogatory comments about other individuals, cultures, groups, or viewpoints. In this course we welcome individuals of all ages, backgrounds, citizenships, disabilities, education, ethnicities, family statuses, genders, gender identities, geographical locations, languages, military experience, political views, races, religions, sexual orientations, socioeconomic statuses, and work experiences.

#### 8.6 Conduct

Mastery of course content is greatly enhanced through professional conduct in the classroom. **You will be expected to conduct yourself in a professional manner at all times in this class.** Topics may come up in class that not everyone will be comfortable with or agree upon. Civility and courtesy to everyone in the class, including the instructor, is expected. All members of the class are expected to follow rules of common courtesy in all communication, whether in person or in email messages, threaded discussions, and chats. Incivility or discourtesy to anyone in the class will not be tolerated and may result in your expulsion from the course. \*\*

Professionalism also includes, but is not limited to: \*\*

- **Punctuality.** Please be on time to class. Chronic lateness will not be tolerated - it is a distraction to the entire class. If you will be late on a regular basis, you might consider dropping the course. If you do arrive late or need to leave class early, please do so as quietly and with as little disruption as possible.
- **Disruption.** Do not disrupt the classroom. This includes, but is not limited to, having side conversations, joking, texting, talking, or passing notes.
- **Tobacco.** Use of tobacco products in the classroom or elsewhere in this building is a violation of Texas law. This includes smokeless tobacco (e.g., dip, snuff) and electronic cigarettes. There are designated smoking areas outside of the building.
- **Devices.** Stay off of your phones. It is inappropriate and unprofessional to listen to any such in the classroom; this also includes Bluetooth headsets. Unless you are “on-call” or dealing with some type of emergency, please turn off your cell phones and other mobile devices during class; this includes ‘vibrate’ mode. Your mobile phone should be out of sight during class.
- **Dress.** Please refrain from dressing in such a way as to be distracting to other students; the classroom should be treated as a professional setting and your dress should reflect this environment.

- **Recording.** Audio recording must be approved by the instructor. No video recording of class lectures or activities is allowed.
- **Computers.** If you use a computer to take notes, you must sit on the back row so as not to be a distraction to other students. Make sure the sound is turned off of your computer.
- **Food and drink.** Eating and drinking is allowed; please clean up after yourself! Do not allow your eating and/or drinking to be distracting to other students in the classroom.
- **Children.** Per the TAMUCT student handbook, children are not allowed in class. Any exceptions to this must be pre-approved by the course instructor.
- **Do not sleep in class!**

**\*\*Violations will be addressed in class. If you fail to comply, you may be asked to leave the classroom. If problems persist, you will be referred to student affairs. \*\***

### 8.7 Academic Dishonesty

Academic dishonesty will not be tolerated. **Any student caught plagiarizing will receive a 0 (zero) for that assignment and may be referred to the university for further discipline. A second incident of plagiarism or other form of academic dishonesty will result in a failing grade for the course and a referral to the university for further discipline.**

## 9.0 University Resources, Procedures, and Guidelines

### 9.1 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.

### 9.2 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.

### 9.3 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 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/student-affairs/access-inclusion.html) web page [https://www.tamuct.edu/student-affairs/access-inclusion.html].

### 9.4 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 the [Student Affairs](https://www.tamuct.edu/student-affairs/index.html) web page [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](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].

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.

### 9.5 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.

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 FREE online tutoring and writing support. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

## 9.6 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.

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/) at [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu) for any assistance needed with scheduling.

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!

If you have any questions about the UWC, please do not hesitate to contact Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu).

## 9.7 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].

### **9.8 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].

### **10.0 Copyright Notice**

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