

HIED 5303- Higher Education Law & Ethics

Section 115; CRN 11306

Spring 2022 (1st 8-weeks)

Texas A&M University-Central Texas

COURSE DATES, MODALITY, AND LOCATION

Dates: January 18 – March 11, 2022. This is an 8-week, 100% online course, and uses the A&M-Central Texas Canvas Learning Management System [<https://tamuct.instructure.com/>].

INSTRUCTOR AND CONTACT INFORMATION

Instructor: Dr. Lisa Bunkowski

Office: 322K Warrior Hall

Phone: 254.501.5866

Email: lisa.bunkowski@tamuct.edu

Office Hours

My office hours vary due to administrative duties, so send an email to schedule an appointment. You can also catch me on MS Teams. I usually have it open while I'm working, so if you have a quick question, don't hesitate to reach out.

Student-instructor interaction

I will attempt to respond within 24 hours less to any student emails (or Canvas Inbox messages) sent between Mondays at 5AM and Thursday at 5PM. If using email, be sure to indicate the course number (HIED 5303) in the subject line.

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

SAFEZONE. SafeZone provides a public safety application that gives you the ability to call for help with the push of a button. It also provides Texas A&M University-Central Texas the ability to communicate emergency information quickly via push notifications, email, and text messages. All students automatically receive email and text messages via their myCT accounts.

Downloading SafeZone allows access to push notifications and enables you to connect directly for help through the app.

You can download SafeZone from the app store and use your myCT credentials to log in. If you would like more information, you can visit the [SafeZone](http://www.safezoneapp.com) website [www.safezoneapp.com].

To register SafeZone on your phone, please follow these 3 easy steps:

1. Download the SafeZone App from your phone store using the link below:
 - o [iPhone/iPad](https://apps.apple.com/app/safezone/id533054756): [<https://apps.apple.com/app/safezone/id533054756>]
 - o [Android Phone / Tablet](https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp)
[<https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp>]
2. Launch the app and enter your myCT email address (e.g. {name}@tamuct.edu)
3. Complete your profile and accept the terms of service

COURSE INFORMATION

Course Overview and description. This course explores legal aspects and issues of constitutional, statutory, and case law and the ethical implications on professional practice and compliance. Current trends and potential ethical dilemmas of the practitioner will also be covered.

Course Learning Outcomes. *Upon successful completion of this course, learners will be able:*

1. Demonstrate an understanding of the broad field of higher education law and the role of law on campus.
2. Identify key legal cases that have affected how colleges and universities approach issues with faculty and students.
3. Develop a personal understanding of ethical-decision making within a legal context.

Required Texts

- Chemerinsky, E., & Gillman, H. (2018). *Free speech on campus*. Yale University Press.
- Lake, P.F. (2011). *Foundations of higher education law and policy: Basic legal rules, concepts, and principles for student affairs*. NASPA-Student Affairs Administrators in Higher Education.

Suggested Textbook Information

APA Style - throughout the program, you will use the *Publication Manual of the American Psychological Association, 7th ed.* (2020). Washington, DC: American Psychological Association.

Currently, we have free online access via the APA website to the [Style and Grammar Guidelines](https://apastyle.apa.org/style-grammar-guidelines) [https://apastyle.apa.org/style-grammar-guidelines] including examples of reference citations.

COURSE REQUIREMENTS

Quizzes (35 points total)

- **Confirmation** (3 points) – During Week 1, you will review the Course Overview Module, with particular emphasis on the Syllabus and Community Guidelines. You will confirm (via a brief quiz) that you have read this material, and you will have a space to share any comments, suggestions, or concerns. This must be completed by the end of Week 1, before moving on to Module 1.
- **Module quizzes** (3 quizzes @ 5 points each) – You will complete quizzes for modules 1, 2, and 3 that demonstrate your understanding of the material presented in each chapter.
- **Final Quiz** (17 points) – You will complete a cumulative quiz during the last week of the course in which you have the ability to demonstrate your understanding of the course material.

Annotated Bibliography Project (15 points total)

- You will work in small groups to collaborate on an annotated bibliography of the articles on the course e-reserve (10 points), and you will submit an individual reflection (5 points). More details about this assignment are shared in Canvas.

Writing Center Visits (10 points)

- **University Writing Center Visit 1** (5 points) – Prior to submitting a final draft of the critical review, you will complete a virtual peer-review with a tutor at the University Writing Center to discuss the first draft of the essay. You will upload a screenshot of the post-visit email as verification. <https://www.tamuct.edu/coas/coas-special-topics/uwc.html>
- **University Writing Center Visit 2** (5 points) – Prior to submitting a final draft of the leadership interview, you will complete a virtual peer-review with a tutor at the University Writing Center to discuss the first draft of the essay. You will upload a screenshot of the post-visit email as verification. <https://www.tamuct.edu/coas/coas-special-topics/uwc.html>

Essays (40 points total)

- **Critical Review** (20 points) – You will read *Free Speech on Campus* and conduct a critical analysis of the text. This essay should be at least five pages. It should incorporate feedback from your first University Writing Center visit. APA formatting is required.
- **Leadership interview** (20 points) – You will conduct one 30 to 60-minute, recorded interview with an approved individual and submit a reflective essay of at least five (5) pages.

The interviewee should currently be employed at an institution of higher education. It is suggested that the individual you choose to interview hold the title of Director, Chair, or higher. You provide your instructor with the name and title of the individual you plan to interview before the fourth week of class.

Your reflective essay should do more than simply summarize your interview; you should identify themes in the responses and reflect upon their meaning to your practice. The five-page essay should incorporate feedback from your second University Writing Center visit. APA formatting is required. You will submit a copy of the recording along with the essay

Interview questions should emphasize (a) the individual's leadership philosophy, (b) the specific questions included below, and (c) questions of professional interest to the student.

- How does higher education law influence their daily decision-making and long-term planning processes?
- What area of higher education law do they see increasing in importance during the next 5 years?
- How do they determine if an action is both legal and ethical?
- Is there a professional organization that determines the ethics of their practice?
- How can a higher education professional best stay current with changes to higher education law?

COURSE OUTLINE AND CALENDAR

Module 1: Weeks 1 and 2

- Prior to starting Module 1, complete Getting Started Review
- Read Chapters 1 and 2 (Lake, 2011)

- Module 1 Quiz

Module 2: Weeks 3, 4, and 5

- Read Chapter 3 and 4 (Lake, 2011)
- Module 2 Quiz
- Annotated bibliography (E-Reserve articles)

Module 3: Weeks 6 and 7

- Read Chapters 5, 6, and Conclusion (Lake, 2011)
- Module 3 Quiz
- UWC Visit 1
- Critical review (Chemerinsky & Gillman, 2018)

Module 4: Week 8

- UWC Visit 2
- Leadership Interview
- Final Quiz

Grading Criteria Rubric and Conversion

Syllabus & Guidelines Quiz	3 points
Module Quizzes (1, 2, & 3)	15 points (total)
Final Quiz	17 Points
Annotated Bibliography & Reflection	15 points (total)
Writing Center Visits (2@ 5pts)	10 points (total)
Critical Review	20 points
Leadership Interview, Essay & recording	<u>20 points</u>
Total 100 points	

Total points possible, 100. Grades based on 100-point scale:

A= 90-100; B= 80-89; C= 70-79; D= 60-69; F= 0-60

Posting of Grades

You will submit your work through the assignment submission pages in Canvas. I will review and return student work through the Canvas grade book. You can monitor your status in the course through the Canvas grade book, as well.

Assignments are due by midnight (Killeen, Texas time) on the posted due dates.

Late submissions: will be accepted with 10% deduction; no work accepted after the final day of class. In unusual or unexpected circumstances, notify me before the deadline for a brief extension with no penalty.

Feedback: brief assignments such as University Writing Center visit submissions will be returned within 24-hours after the due date. Longer assignments, such as the essays will be returned no later than the following Sunday. You will be notified of any delays due to unforeseen circumstances.

Important University Dates: Spring 2022 (relevant to our program, but be sure to monitor the

[Academic Calendar](#) online for additional dates, information, and updates).
[<https://www.tamuct.edu/registrar/academic-calendar.html>]

Date	Description
January 18	Add, Drop, Late Registration Begins (\$25 Fee for late registrants)
January 18	Classes Begin for Spring Semester
January 20	Deadline for Add, Drop, and Late Registration
January 25	Deadline to Drop First 8-Week Classes with No Record
February 2	Deadline to Drop 16-Week Classes with No Record
February 25	Deadline to Drop First 8-Week Classes with a Quit (Q) or Withdraw (W)
March 11	Classes end for 1st 8-Weeks Session

TECHNOLOGY REQUIREMENTS AND SUPPORT

Technology Requirements

This course will use the A&M-Central Texas Instructure Canvas learning management system. **We strongly recommend** the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.

Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com/>] or access Canvas through the TAMUCT Online link in myCT [<https://tamuct.onecampus.com/>]. You will log in through our Microsoft portal.

Username: Your MyCT email 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; 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.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy

If you discover that you need to drop this class, you must complete the [Drop Request](#) Dynamic Form through Warrior Web.

[<https://dynamicforms.ngwebsolutions.com/casAuthentication.ashx?InstID=eaed95b9-f2be-45f3-a37d-46928168bc10&targetUrl=https%3A%2F%2Fdynamicforms.ngwebsolutions.com%2Fsubmit%2FForm%2Fstart%2F53b8369e-0502-4f36-be43-f02a4202f612>].

Faculty 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. Once you submit the completed 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. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. All academic misconduct concerns will be referred to the Office of Student Conduct. 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 Warrior Center for Student Success, Equity 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](https://tamuct.instructure.com/courses/717) 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/pregnant-and-parenting-students.html) [https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf) 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 virtually and in-person. Student success coaching is available online upon request.

If you have a question, are interested in becoming a tutor, or in need of success coaching contact the Warrior Center for Student Success, Equity and Inclusion at (254) 501-5836, visit the Warrior Center at 212 Warrior Hall, or by emailing WarriorCenter@tamuct.edu.

To schedule tutoring sessions and view tutor availability, please visit [Tutor Matching Services](https://tutormatchingservice.com/TAMUCT) [https://tutormatchingservice.com/TAMUCT] or visit the Tutoring Center in 111 Warrior Hall.

Chat live with a remote 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 except writing support. Access Tutor.com through Canvas.

University Writing Center

University Writing Center: Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (A&M–Central Texas) is a free service open to all A&M–Central Texas students. For the Spring 2022 semester, the hours of operation are from 10:00 a.m.-5:00 p.m. Monday thru Thursday in Warrior Hall 416 (with online tutoring available every hour as well) with satellite hours available online only Monday thru Thursday from 6:00-9:00 p.m. and Saturday 12:00-3:00 p.m.

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 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 if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor 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 if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

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 400,000 eBooks and 82,000 journals, in addition to the 96,000 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 virtually through WebEx, Microsoft Teams or in-person at the library. [Schedule an appointment here](#)

[<https://tamuct.libcal.com/appointments/?g=6956>]. 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>].

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 Wellness and 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/compliance/titleix.html>].

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, please make a referral to the Behavioral Intervention Team. Referring your concern

shows you care. You can complete the [referral](#) online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](#) website for more information [https://www.tamuct.edu/bit]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5805.

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