

## **CRIJ 3325-110, 11673, Institutional Corrections**

**Spring 2022**

Texas A&M University-Central Texas

### **COURSE DATES, MODALITY, AND LOCATION**

***January 18, 2022 - May 13, 2022***

### **MODE OF INSTRUCTION AND COURSE ACCESS:**

This is a 100% online course and uses the A&M-Central Texas Canvas Learning Management System [<https://tamuct.instructure.com/>].

To be able to successfully complete this course, the student must have reliable and frequent access to a computer and to the Internet. In addition, the student must be able to access Canvas.

**In addition, you must claim and use your 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.

### **ACCESSING CANVAS:**

- Logon to <https://tamuct.instructure.com/> to access the course
- Username: your MyCT username (xx123 or everything before the “@” in your MyCT email address)
- Initial password: MyCT password
- Select Institutional Corrections from the course list

*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). Operating times and days can be found on the TAMUCT website. For issues related to course content and requirements, contact your instructor.

### **INSTRUCTOR AND CONTACT INFORMATION**

**Instructor: Samantha L.N. Tjaden, M.A.**

**Office: Online**

**Phone: 214-213-2074**

**Email: [Samantha.tjaden@tamuct.edu](mailto:Samantha.tjaden@tamuct.edu)**

## **Office Hours**

Tuesday and Thursdays 12:30 PM- 2:00 PM (VIA E-MAIL)

## **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 a one-on-one conversation.

I will be checking and replying to student emails - students should expect a response within 48 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, Zoom, 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.

## **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:
  - [iPhone/iPad](https://apps.apple.com/app/safezone/id533054756): [https://apps.apple.com/app/safezone/id533054756]
  - [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**

*Study the structure and function of correctional systems and how various philosophies of correctional treatment affect the operation of confinement institutions.*

### **Course Objective or Goal**

#### **COURSE OBJECTIVES:**

##### **Student Learning Outcomes**

- 1) Students will demonstrate writing skills appropriate to the discipline of Criminal Justice.
- 2) Students will demonstrate proficiency in the use of technology appropriate to the discipline of Criminal Justice.
- 3) Students will understand and value the ethics of Criminal Justice.
  - a. Demonstrate an understanding of ethical issues involving incarceration.
- 4) Students will demonstrate multi-cultural awareness and respect for cultural diversity.
- 5) Students will understand key concepts of Criminal Justice.
  - a. Students will demonstrate their understanding of the history, development, purpose, and functions of the U.S. prison system.
  - b. Students will compare the current U.S. incarceration rate to historical and worldwide incarceration rates.
  - c. Students will demonstrate their understanding of the demographics of prisoners as well as special populations (e.g., mentally ill, drug dependent, female) within the U.S. prison system.
  - d. Students will demonstrate their understanding of the conditions (e.g., subculture, drug trade, sexual assault) in prisons.
  - e. Students will demonstrate their understanding of the role of rehabilitation in prisons.
  - f. Students will demonstrate their understanding of the legal rights afforded to prisoners in the U.S.
  - g. Students will demonstrate their understanding of prisoner release and reentry practices in the U.S.
- 6) Students will apply key concepts to Criminal Justice create operational strategies and formulate justice policy.

#### **Conduct:**

Mastery of course content is greatly enhanced through professional conduct in the classroom. Although this is an online class, professional conduct must still be observed in your written communication. You will be expected to conduct yourself in a professional manner at all times in this class. As in many criminal justice and social science courses, the issues of racial and ethnic diversity must be considered part of the course content. In addition, 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 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.

### Required Reading and Textbook(s)

#### REQUIRED TEXTBOOK(S):

Pollock, J. M. (2013). Prisons and prison life: Costs and consequences (2nd ed.). New York: Oxford University Press. ISBN: 978-0-19-978325-0

#### SUPPLEMENTARY MATERIALS:

Supplementary materials may also be required; these will be in the form of articles, videos, websites, and documents.

### COURSE REQUIREMENTS

Course Requirements: (include point values for each- not just a percentage)

I. Discussions	0-30 points, for a total of 330 points
There will be <b>eleven (11) discussion topics</b> posted in Canvas throughout the semester with the <b>main discussion being worth 20 points and each response being worth 5 points for a total of 10 points.</b>	
<b>In order to properly answer the discussion questions/prompts, you will be required to read or view additional material. These additional materials will be posted with the discussion question/prompt. You will earn points for your submission if you answer discussion questions/prompts on time, adequately, and completely.</b> Students are required to post their initial response ( <u>typically about one-half page, single-space type</u> ) to the issue and comment on a minimum of two other student responses. Students may respond to more than two student responses but are <b>required to respond to a minimum of two.</b>	
Quality of Discussion Posts: The responses to other student posts are usually only a few sentences. Some students provide very well-thought-out, comprehensive answers to each question, along with thoughtful responses to other student answers. However, many students provide only a cursory answer (2 or 3 lines) for their initial response and follow-up with "I agree...." or "I disagree...." responses to other student answers. <b>This is not acceptable.</b>	
I expect to see substantive responses, approximately <u>one-half page</u> to the Canvas discussion question for an initial response from a student. The two comment responses that you are required to make do not have to be lengthy, but more substantive than 5-6 words of "I agree with you on that." Students should provide support for their opinions, pro or con, with appropriate reference citations tied to the respective course materials,	

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websites, etc. The discussion question will typically be posted by Sunday at midnight; **you will be required to post your response by Sunday of the same week, no later than 11:59 PM.**

Proofreading your discussion board postings will also increase readability for others; you should also be checking for grammar, spelling, and content to make sure others would understand your point. In addition, please make discussion postings relevant to the topic under discussion.

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<b>II. Exams</b>	<b>0 - 200 points, for a total of 400 points</b>
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Students will be responsible for completing two (2) short essay exams consisting of 10 questions for each exam. Each question is worth 20 points each. Exams will cover material from the text, the modules, and any videos or other material referred to in the modules. The exams will be posted on Canvas – due dates are listed in the course calendar. The exams will be made available for the week leading up to the due date. These exams are intended to require you to engage in critical thinking and logical reasoning as well as to further assist you in developing your written communication skills, preparing you for a career in criminal justice.

**EXAMS MUST MEET THE FOLLOWING CRITERIA:**

- Each exam question must have a minimum **½ page answer in length; double-spaced; 12-pt. font using A.P.A. format.**
  - Grammatically correct and free from proofreading errors
  - Paragraph, narrative format; 3<sup>rd</sup> person speech, unless otherwise specified
  - Outside sources (beyond the course textbooks or notes) can be used for the exams; sources must be appropriately cited in text and in a reference section as per APA standards. Information on APA formatting for citations and reference lists can be found on the online at <https://owl.english.purdue.edu/owl/resource/560/01/>.
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<b>III. Book Review/PowerPoint Slides</b>	<b>0 - 270 points, for a total of 270 points</b>
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**Part 1: Book Review (up to 200 points)**

Each student will be responsible for completing a book review essay by the end of the semester. **The book review will be worth 200 points.** For this assignment, the student will be required to select a book that is specifically related to prison. It may be a biography or first-person account written by a guard or prisoner, however you should choose a book that is conducive to completing the assignment.

Your book review should be approximately **5-8 page (does not include the cover page)** and cover the following points:

- 1) Cover Page (APA Cover Page)
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- 2) Introduction: Should provide a basic statement about what you will be writing about
- 3) Book Summary (min. of 1-3 pages): Make sure you give specifics.
- 4) Critique of how the book fits into the class material (min. of 1-2 pages): Does the book contradict or reinforce class material? Is it from a different perspective? Specifics are better than generalities.
- 5) Conclusion: Sum up your paper
- 6) References: Please provide this information on the Reference Page along with the in text citations (last name, year) in standard APA 6<sup>th</sup> or 7<sup>th</sup> Edition format (includes the book).

EXAMPLE:

Wynn, J. (2001). *Inside Rikers: Stories from the world's largest penal colony*. New York: St. Martin's Press.

**\*\*\* make sure to cite when your writing about your book in your paper...when in doubt cite cite cite!**

**Format for Book Review: APA 6<sup>th</sup> or 7<sup>th</sup> Edition**

1. 5-8 pages in length (cover page and references not included in page count)
2. Double-spaced
3. 12-point standard font -Times New Roman
4. Grammatically correct and free from proofreading errors
5. Paragraph, narrative format; 3rd person speech (e.g., no use of "I," "me," "my")
6. Only limited and properly cited use of direct quotations
7. Must be completed in Microsoft Word and submitted as an attachment in the Assignment section of Canvas
8. Cover page is necessary. Include the title of your book, your name, class, and date on the first page. (APA Formatted)

In addition, read the grading criteria for the essays before submitting your assignment. Writing counts!! I strongly suggest that you take your book review to a writing tutor prior to your submission. If you need assistance with this assignment, please ask. I will be happy to read and comment on your early drafts (must be submitted at least 5 days before the due date). I cannot help you if I do not know that you need help.

**Part 2: PowerPoint Presentation (up to 70 points)**

Along with your book review, you will need to create a PowerPoint presentation that

would assist you as if you were presenting your book review for the class. The power point presentation will be worth 70 points. A verbal presentation does not need to be recorded on the slides, but the presentation should act as an aide to your book review. Do not copy your entire paper onto the slides and be creative. Feel free to design/format the presentation to reflect you and how you would have presented it in person. I will often add clips of movies to mine if it reflects a point I want to bring home. For example, I use Shawshank Redemption and Brook's death to address the potential impact of release from long term incarceration on the inmate.

**There are no optional assignments for extra credit.**

### Grading Criteria Rubric and Conversion

Final course grades will be assessed on the following scale:

Assignment	Points	My Grade
Discussions	330 (11x30)	
Exams	400 (2x200)	
Book Review/Presentation	270	
<b>Total</b>	<b>1000</b>	

POINT SCALE	LETTER GRADE
895-1000	A
795-894	B
695-794	C
595-694	D
0-594	F

### Grading Rubric

Qualities & Criteria	Poor	Good	Excellent
<b>Format/Layout</b> <ul style="list-style-type: none"> <li>• Presentation of the text</li> <li>• Structuring of text</li> <li>• Requirements of length, font, and style</li> <li>• APA style</li> </ul>	Follows poorly the requirements related to format and layout.	Mostly follows the requirements related to format and layout.	Closely follows all the requirements related to format and layout.

<b>Content</b> <ul style="list-style-type: none"> <li>• Elements of topics to be addressed</li> <li>• Information is correct</li> <li>• Coherency</li> </ul>	Not objective and poorly addresses the issues. The information provided is unnecessary or insufficient to discuss the issues.	Mostly objective and addresses most of the issues. Provided information is mostly necessary and sufficient to discuss the issues.	Addressed all the issues. Provided information is necessary and sufficient to discuss the issues.
<b>Quality of Writing</b> <ul style="list-style-type: none"> <li>• Clarity</li> <li>• Grammar and English usage</li> <li>• Organization and coherence</li> </ul>	Poorly written and contains flagrant spelling and grammatical errors. Essay is poorly organized, lacks clarity, and incoherent.	Mostly well-written, without spelling or grammatical errors. Essay is well organized, is clear, and ideas are presented in coherent ways.	Presented a well-written, organized, without spelling or grammatical errors. Clear ideas presented in coherent ways.
<b>Citations, References, &amp; Style</b> <ul style="list-style-type: none"> <li>• APA style</li> <li>• Sources correctly cited regarding content of sources</li> </ul>	Fails to follow APA guidelines and sources are incorrectly cited for content expressed in sources.	Mostly follows APA guidelines and sources are (mostly) cited correctly for content.	Follows APA guidelines and sources are correctly cited for content.

### Posting of Grades

All grades will be posted on the Canvas Gradebook. I will do my best to have grades and feedback posted within 1 week of the due date. Notification of any changes to this grading timeline will be sent to students via Canvas Announcement.

### Grading Policies

I will accept late work with 10%-point reduction per each day the assignment is late.



## COURSE OUTLINE AND CALENDAR

Subject to revision, if necessary, during the semester. All assignments are located and should be submitted in Canvas. **Videos, articles, and websites listed in the calendar can be found in the “Additional Resources” tab in Canvas.**

Week of	Description	Reading/Assignments
Jan 18	Introduction to the course Review of syllabus  <b>You must have your textbook by next week</b>	<b>Reading:</b> Syllabus Common writing issues  <b>Assignments</b> (due by 11:59PM on Jan 23): Discussion 1
Jan 24	Prisons: Then and Now	<b>Reading:</b> Chapter 1  <b>Assignments</b> (due by 11:59PM on Jan 30): Discussion 2
Jan 31	Explaining Incarceration	<b>Reading:</b> Chapter 2  <b>Assignments</b> (due by 11:59PM on Feb 6): Discussion 3
Feb 7	The New Bastille	<b>Reading:</b> Chapter 3  <b>Assignments</b> (due by 11:59PM on Feb 13): Discussion 4
Feb 14	Prisoners	<b>Reading:</b> Chapter 4  <b>Assignments</b> (due by 11:59PM on Feb 20): Discussion 5
Feb 21	Rehabilitation Revisited	<b>Reading:</b> Chapter 5  <b>Assignments</b> (due by 11:59PM on Feb 27): Discussion 6
Feb 28- Mar 13	Exam 1- Chapters 1-5	<b>Reading:</b>

		<b>Assignments</b> (due by 11:59PM on Mar 13): Exam 1
Mar 14	Spring Break	<b>Reading:</b> None  <b>Assignments</b> None
Mar 21	Living in Prison	<b>Reading:</b> Chapter 6 <b>Assignments</b> (due by 11:59PM on Mar 27): Discussion 7
Mar 28	Prisons for Women	<b>Reading:</b> Chapter 7  <b>Assignments</b> (due by 11:59PM on Apr 3): Discussion 8
Apr 4	Prisoner's Rights	<b>Reading:</b> Chapter 8  <b>Assignments</b> (due by 11:59PM on Apr 10): Discussion 9
Apr 11	Correctional Staff and Administration	<b>Reading:</b> Chapter 9  <b>Assignments</b> (due by 11:59PM on Apr 17): Discussion 10
Apr 18	Release, Reentry, and the Future of Prisons	<b>Reading:</b> Chapter 10  <b>Assignments</b> (due by 11:59PM on Apr 24): Discussion 11
Apr 25- May 8	Exam 2: Chapters 6-10	<b>Reading:</b>   <b>Assignments</b> (due by 11:59PM on May 8): Exam 2
May 9	Book Review/Power Point Presentation	<b>Reading:</b>   <b>Assignments</b> (due by 11:59PM on May

		13): Book Review/PowerPoint slides
May 14	Have a great summer break!!	

### Important University Dates

Jan 18	Classes start
Jan 20	Registration ends
Feb 2	Last day to drop with no record
Mar 14-20	Spring Break
Mar 25	Deadline for graduation application
Apr 8	Last day to Q-drop or withdraw with record
May 13	Last day of Spring Classes
May 14	Commencement 7pm Bell County Expo Center
May 14	Summer Break Begins

*The full Academic Calendar for 2021-2022 can be found at: [Academic Calendars and Registration Schedules < Texas A&M University-Central Texas \(tamuct.edu\)](#)*

### 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.

#### Online Proctored Testing

A&M-Central Texas uses Proctorio for online identity verification and proctored testing. This service is provided at no direct cost to students. If the course requires identity verification or proctored testing, the technology requirements are: Any computer meeting the minimum computing requirements, plus web camera, speaker, and microphone (or headset). Proctorio

also requires the Chrome web browser with their custom plug in.

### **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 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>].

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](mailto: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](mailto: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](mailto: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) [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) [http://tamuct.libguides.com/index].

## **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 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) [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](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2) online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\_id=2].

Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](https://www.tamuct.edu/bit) 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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Please review and become familiar with our TAMUCT policies. In addition to TAMUCT policies, I included sections on *Academic Integrity* and *Plagiarism*. Please review both of those sections and visit the links provided. *Any student caught plagiarizing receives a zero for that particular assignment and may receive a zero for the course.*

### **ACADEMIC DISHONESTY:**

Academic dishonesty will not be tolerated. To insure you comply with the standards of academic integrity set forth by TAMUCT, please read the following information, and follow the links. By now you should all understand what plagiarism is and is not. If you are unsure, please

follow the link provided and read all material on the subject. **Any student caught plagiarizing will receive a 0 (zero) for that assignment and may be referred to the university for further discipline.**

Academic Integrity	Texas A&M University - Central Texas expects all students to maintain high standards of personal and scholarly conduct. Students found responsible of academic dishonesty are subject to disciplinary action. Academic dishonesty includes, but is not limited to, cheating on an examination or other academic work, plagiarism, collusion, and the abuse of resource materials. The faculty member is responsible for initiating action for each case of academic dishonesty and report the incident to the Associate Director of Student Conduct. More information can be found at <a href="http://www.tamuct.edu/departments/studentconduct/facultyresources.php">http://www.tamuct.edu/departments/studentconduct/facultyresources.php</a> .
Plagiarism	Plagiarism is a form of academic dishonesty. Plagiarism, most simply defined, is not properly crediting your sources of information through the use of textual citations and the provision of a works cited list. If something is not your own original idea, thought, words, or the product of your original data collection and analysis, you need to cite your source in the text. You may expand on work you have submitted in other classes. If you would like to do so, please contact me to discuss the terms. To learn more about plagiarism, please visit <a href="https://owl.english.purdue.edu/owl/resource/589/02/">https://owl.english.purdue.edu/owl/resource/589/02/</a>