

## **RELS 3329-110: U.S. Church and State**

Spring 2022

Revised 01.06.2022

Texas A&M University-Central Texas

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

#### **Course Dates.**

See the section titled **COURSE OUTLINE AND CALENDAR** below for complete class calendar.

#### **Modality.**

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

Students should notify me immediately if they are unable to access the course materials posted on Canvas (Word documents, PowerPoint slides, pdf documents, and non-TAMUCT websites for which links are provided in Canvas). Even when they can access these materials, students occasionally experience difficulties viewing them on their personal devices (phones, tablets, desktops, etc.). Should this occur, contact me immediately. These technical problems commonly arise from the individual student's personal device. In such cases I will refer him/her to technical support (see details below). However, if there is a problem with Canvas or with the materials I provided, I want to know about it. **Be advised:** technical problems with a personal computer or device are not an excuse for submitting work late. Late penalties will be waived if the technical problem is shown to be the result of Canvas or instructor error.

### **INSTRUCTOR AND CONTACT INFORMATION**

**Instructor: Daniel G. Karppi, Ph.D.**

**Office:** As an adjunct instructor, I do not have an office on campus.

**Phone:** 254-501-5875 (I do not have a campus phone extension. This number is to the Assistant to the Dean, College of Arts & Sciences)

**Email (Preferred):** Canvas Inbox.

**Email (Secondary):** Dan.Karppi@tamuct.edu

#### **Office Hours.**

As an adjunct instructor, I do not hold regular office hours; however, I will be available to students as follows:

- Virtual (WebEx meetings can be arranged by appointment).
- Send me a Canvas Message requesting an individual WebEx session. I am generally available between 5:30 p.m. and 8:30 p.m., Monday through Thursday OR Friday between 8:00 a.m. and noon. Alternate days and times may also work. One way or another, we'll find a time that works for both of us.

**Student-instructor interaction.**

I check my email and Canvas Inbox at least once per day: Monday through Thursday (usually in the evening) and Fridays (usually in the morning).

**SAFEZONE****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 Description.****RELS 3329. Church and State. 3 Semester Credit Hours.**

Surveys church-state relations in U.S. history. Examines the role religion has played in American political life, culture, and society. This course is cross-listed with HIST 3329; only one may be taken for credit.

**Course Overview.**

This course focuses primarily on the American struggle to define the proper relationship between church and state. In addition to the colonial period, particular attention will be paid to the evolution of church-state relations following the ratification of the Constitution and Bill of Rights. Special emphasis will be given to the role courts have played in crafting the American model of church-state relations. Connections will be made between past church-state controversies and present ones.

**Course Objective.**

Identifying the proper relationship between church and state is one of Western civilization's defining struggles. From colonial times to the present, the American people have written their own chapter in the quest to resolve this struggle. The main objective of this course, then, is for students to gain a better understanding of the American model of church-state relations and how it is a central pillar supporting American identity. In addition, studying the history of church-state relations in the United States will allow students to better understand the social and political aspects of church-state conflicts at the dawn of the twenty-first century.

**Student Learning Outcomes.**

The following suggest the essence of the course, and upon completion the student should be able to:

1. Discuss the model of church-state relations during the colonial period.
2. Explain the Founders' view of church-state relations, especially as encapsulated in the Constitution and Bill of Rights.
3. Describe the evolution of American church-state relations from formal religious establishments to legal disestablishment of religion.
4. Discuss the role played by the courts in defining religious liberty in the nineteenth and twentieth centuries.
5. Describe the political and social reactions to increasing religious pluralism and the rise of a secular worldview.
6. Explain the "Christian Nation" model of church-state relations and its historical origins.
7. Explain the "Separationist" model of church-state relations and its historical origins.
8. Examine and evaluate primary source documents related to church and state.
9. Conduct scholarly research related to the history of church and state in the United States.

**Competency Goals Statements (certification or standards).**

The material in this course is not associated with any official certifications.

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

Gaustad, Edwin S. *Proclaim Liberty throughout all the Land: A History of Church and State in America*. Oxford: Oxford University Press, 2003.

Green, Steven K. *The Second Disestablishment: Church and State in Nineteenth-Century America*. Oxford: Oxford University Press, 2010.

Additional reading will be required as it relates to specific assignments. There is no required textbook for these readings. They will be available to the students via the internet or library reserves.

## INITIAL ATTENDANCE VERIFICATION

### Satisfying initial attendance/participation requirements.

University policy requires instructors to certify that students are attending/participating in class. The deadline for initial student attendance is called the census date. This date changes with each semester; thus, students should contact the Registrar's Office or the instructor to confirm the exact census date for the semester in which he or she is enrolled.

For the student to be certified as attending/participating in this class, he or she must do one of the following essential academic activities by the census date:

1. Complete the Syllabus Quiz (online via Canvas). The quiz is graded; however, you don't have to "pass" the quiz to meet the certification requirement.  
**OR**
2. Complete Discussion 1. This is a graded activity; however, you don't have to earn a "passing" score to meet the certification requirement.  
**OR**
3. Click on the "Orientation Video" link on our Canvas course menu. Watch the video presented there. This activity is graded.

Students who do not complete one of these essential academic activities will be marked as "Never Attended" on the Census-Certification. This designation could result in a student being dropped from the class. **It is the student's responsibility to know his or her status in the class. When in doubt, contact the Registrar's office.**

## COURSE REQUIREMENTS

### Orientation Video (10 points).

This assignment involves watching an orientation video. Doing so serves two main purposes. First, it helps familiarize students to the nature and structure of the course. Second, as an essential academic activity, it demonstrates student attendance and participation in the class. To locate the video, click on the "Orientation Video" link on our Canvas course menu. **Late policy:** The video will be available all semester; however, it is intended to be viewed at the start. Thus, students who watch it after the due date will lose **five (5) points**.

### Syllabus Quiz (10 points).

This quiz serves two main purposes. First, it helps confirm that students have reviewed the course syllabus. Second, as an essential academic activity, it demonstrates student attendance and participation in the class. **Late policy:** The quiz will be available all semester; however, it is intended to be completed at the start. Thus, students who complete it after the due date will lose **five (5) points**.

### **Discussions (Point values vary by Discussion)**

The discussions in this class will give students an opportunity to interact with their classmates. When posting to these discussions, students should maintain proper decorum. Learning Outcomes Targeted: 1-8 (depending on topics)

Each discussion will consist of two parts: (1) The student's initial post. This is your response to the topic under discussion and (2) Response to classmates. You must reply to another student's post.

- Discussion 1: Class Introductions. **(10 points possible)**
  - a. We will use this discussion in the first few days of the semester.
  - b. Initial post is worth five (5) points.
  - c. Response to classmates is worth five (5) points
  - d. **Late Discussion Policy.** Each part that is late will lose **two (2) points.**
  
- Discussion 2: Special Topics/Readings Related to Church and State. **(50 points possible)**
  - a. Discussions 2 will give us an opportunity to examine current events, readings, and/or scholarly work related to Church and State.
  - b. Initial post is worth twenty-five (25) points.
  - c. Response to classmates is worth twenty-five (25) points
  - d. **Late Discussion Policy.** Each part that is late will lose **two (2) points.**
  
- Discussion 3: Special Topics/Readings Related to Church and State. **(50 points possible)**
  - a. Discussions 3 will give us an opportunity to examine current events, readings, and/or scholarly work related to Church and State.
  - b. Initial post is worth twenty-five (25) points.
  - c. Response to classmates is worth twenty-five (25) points
  - d. **Late Discussion Policy.** Each part that is late will lose **two (2) points.**

### Exams (2 @ 250 points each).

- Learning Outcomes Targeted: 1-8.
- These exams will cover the material in the required readings per the Reading and Exam Schedule below. See also the “Modules” on Canvas for the exam study guides. These guides are divided by exam (Exam 1 vs. Exam 2) and indicate the specific readings associated with each exam.
- Exams consist of essay questions (one or more). Students will submit their responses in the form of a document (preferably Microsoft Word). The exam questions will be available under “Modules” per the availability dates above. Formatting and other guidelines relating to essay responses are included with the questions.
- Submitting the papers. See “Submitting Exams and Papers.”
- Given that point values for exam essay questions vary, no single rubric applies; however, the instructor will grade an essay response based on the extent to which it reflects the following:
  - Evidence that the student read the assigned reading.
  - Evidence that the student provides a critical analysis of the material.
  - Extent to which the response is well written with respect to style and grammar.
  - Points will be awarded based on a typical grade scale [0-59% (F); 60-69% (D), 70-79% (C); 80-89% (B); and 90-100% (A)]. For example, if an essay question is worth 50 points, a score of 47 points is a 94% (A or excellent).
- **Late Exam Policy:** Students may submit exams after the due date; however, late exams may consist of additional essay questions. In addition, **fifteen (15) points** will be deducted from all late exams.

### Research Paper (1@200 points).

1. Learning Outcomes Targeted: 1-9 (depending on student research topics).
2. To successfully complete this assignment, the student must select a topic related to church-states relations in the United States and research it in detail.
3. It is recommended that students consult with the instructor on possible topics before starting the process of research and writing. This will allow the instructor to confirm the relevance of the topic and to offer helpful advice regarding source material.
4. The paper must include the following elements:
  - An introduction to your research project. Introduce the reader to the nature and scope of your research. Define for the reader any key terms or themes that are at the center of your narrative.
  - A review of literature to include existing scholarship related to your research (journal articles, books, conference papers, etc.).
  - A specific argument. This means that I want the student to argue a specific point. Frame your narrative around defending this argument.
  - Supporting evidence for the argument.
5. Submitting the papers. See “Submitting Exams and Papers.”
6. **Late Policy:** Late papers will lose **twelve (12) points**.

7. Guidelines:
  - a. Length: Five (5) to seven (7) pages (double spaced).
  - b. One-inch margins (top, bottom, left, right).
  - c. Font style/size: Calibri (Body)/12 point.
  - d. The paper must be properly documented.
  - e. Style Manual: Turabian, Kate L. 2018. *A Manual for Writers of Research Papers, Theses, and Dissertations*. 9th ed. Revised by Wayne C. Booth, et al. Chicago: The University of Chicago Press.
  - f. Style Form: Author-Date style.
  - g. Use Microsoft Word to type your paper. Wordpad, Pages, Notepad, and other word processors are often incompatible with Canvas.
  - h. Put your name on the paper.
8. Grades on the paper will be based on:
  - a. Argument clearly stated: 20 points possible.
  - b. Quality of the review of literature and supporting evidence: 120 points possible.
  - c. Extent to which format guidelines are followed: 20 points possible.
  - d. Extent to which Turabian documentation is followed: 20 points possible.
  - e. Quality of writing components (style, spelling, grammar, etc.): 20 points possible.

**Topic of Focus Paper (1@170 points).**

1. Learning Outcome Targeted: 8-9.
2. Submitting the papers. See "Submitting Exams and Papers."
3. **Late Policy:** Late papers will lose **Ten (10) points**.
4. Guidelines:
  - a. Length: Four (4) to six (6) pages (double spaced).
  - b. One-inch margins (top, bottom, left, right).
  - c. Font style/size: Calibri (Body)/12 point.
  - d. The paper must be properly documented.
  - e. Style Manual: Turabian, Kate L. 2018. *A Manual for Writers of Research Papers, Theses, and Dissertations*. 9th ed. Revised by Wayne C. Booth, et al. Chicago: The University of Chicago Press.
  - f. Style Form: Author-Date style.
  - g. Use Microsoft Word to type your paper. Wordpad, Pages, Notepad, and other word processors are often incompatible with Canvas.
  - h. Be sure to put your name on the paper.
5. **Grading:**
  - a. Extent to which format guidelines are followed: 20 points possible.
  - b. Extent to which Turabian documentation is followed: 20 points possible.
  - c. Quality of writing components (style, spelling, grammar, etc.): 10 points possible.
  - d. Extent to which the stated questions are addressed: 120 points possible.

## DUE DATES, LATE ASSIGNMENTS AND ASSIGNMENT SUBMISSION INSTRUCTIONS

### Assignment Due Dates

**Due Dates:** There are two dates associated with each assignment. The first is the date available. Once an assignment is made available on Canvas, you may submit it. The second is the due date. This is the date by which the assignment must be submitted to be considered on time. After this date, the assignment is considered “late.”

- Orientation Video
  - Available: Jan. 18<sup>th</sup> (at Midnight)
  - Due: Jan. 30<sup>th</sup> (no later than 11:59 p.m.)
  
- Discussion 1
  - Available: Jan. 18<sup>th</sup> (at Midnight)
  - Due: Jan. 30<sup>th</sup> (no later than 11:59 p.m.)
  
- Syllabus Quiz
  - Available: Jan. 18<sup>th</sup> (at Midnight)
  - Due: Jan. 30<sup>th</sup> (no later than 11:59 p.m.)
  
- Discussion 2
  - Available Jan. 18<sup>th</sup> (at Midnight)
  - Due Feb. 14<sup>th</sup> (no later than 11:59 p.m.)
  
- Topic of Focus Paper:
  - Available: Jan. 18<sup>th</sup> (at Midnight)
  - Due: Mar. 7<sup>th</sup> (no later than 11:59 p.m.)
  
- Exam 1: This exam covers the assigned reading indicated on the Exam 1 Study Guides.
  - Available: Mar. 11<sup>th</sup> (at Midnight)
  - Due: Mar. 28<sup>th</sup> (no later than 11:59 p.m.)
  
- Discussion 3
  - Available Jan. 18<sup>th</sup> (at Midnight)
  - Due Apr. 11<sup>th</sup> (no later than 11:59 p.m.)
  
- Research Paper:
  - Available: Jan. 18<sup>th</sup> (at midnight)
  - Due: Apr. 25<sup>th</sup> (no later than 11:59 p.m.)
  
- Exam 2: This exam covers the assigned reading indicated on the Exam 2 Study Guides.
  - Available: May 4<sup>th</sup> (at Midnight)
  - Due: May 11<sup>th</sup> (no later than 11:59 p.m.)



## Time Zones for all Due Dates and Deadlines

Students in online classes are often scattered throughout the world. Therefore, it is important to clarify the issue of time zones. Regardless of where the dates and deadlines for assignments appear (e.g. on our Blackboard site, announcements, or in emails from the instructor), all dates and deadlines for this class use the time zone in which the TAMU-CT Campus is located (Killeen, TX time). For example, if an assignment is due on October 4<sup>th</sup>, this means that it must be submitted or posted no later than 11:59 p.m. (Killeen, TX time) on that date.

## Late Assignments

Late assignments have a point penalty (see each assignment description for the exact penalty). They must be submitted no later than **May 13<sup>th</sup> (no later than 11:59 p.m.)**. After this date, missing assignments will be assigned a zero in the grade book. Exceptions to this date will be considered but are rarely granted.

Late penalties will not apply in cases where a student requires a reasonable accommodation related to missing the deadline. To qualify for this exception, a student must present the appropriate documentation from the Access and Inclusion department.

## Submitting Exams and Papers

- Submitting a paper:
  - **Draft Submission:** Students will be allowed to submit their papers in draft form to SimCheck (Canvas). For each paper, there is a “Draft Submission” link under “Assignments”. The instructor will not review these submissions; however, students will be able to review their Originality Report and make any necessary corrections. SimCheck is a program that informs the instructor of potential plagiarism. It also informs the instructor when two students (from the same class or from different classes) turn in the same paper. To avoid accusations of misconduct, do your own work and document all sources properly. Students found to have engaged in plagiarism will be subject to sanctions.
  - **Final Submission:** All students must upload their papers to SimCheck in Canvas. For each paper, there is a “Final Submission” link under “Assignments”. This is the version I will grade. **NOTE:** Students are only authorized to submit their “final” papers once. Those wishing to submit a second “final” version of their paper must get the instructor’s permission. Once the instructor grades the “final” version, no other versions will be graded.
  - It is the date indicated in SimCheck under the “Final Submission” link that will determine if a paper was submitted on time.
- Students are not allowed to recycle old research papers. If you wrote a paper for previous course credit (in my class or any other class), you cannot submit it for credit in this class. Your research in this class must be new.

## GRADING IN THIS COURSE

### Graded Assignments Summary.

- Orientation Video = 10 points possible
- Syllabus Quiz = 10 points possible
- Discussion 1 = 10 points possible
- Discussion 2 = 50 points possible
- Discussion 3 = 50 points possible
- Exam 1 = 250 points possible
- Exam 2 = 250 points possible
- Research Paper = 200 points possible
- Topic of Focus Paper = 170 points possible
- **TOTAL POINTS POSSIBLE = 1,000**

### Points-to-Grade Conversion.

- 900-1,000 = A
- 800-899 = B
- 700-799 = C
- 600-699 = D
- 0-599 = F

### Posting of Grades and Feedback.

- Grades will be posted in Canvas Grade Book.
- Feedback will be provided through a rubric in Canvas or a Canvas Message.
- Turnaround time depends on the assignment. Generally, the instructor grades all assignments after the established due dates. This allows the instructor to grade most or all assignments at the same time, thus ensuring consistency in grading. Students who turn in an assignment early will have to wait until after the due date for their score. Students who turn in assignments late will have to wait longer for their scores.

### Incomplete grades.

Any missing assignments in your record will be assigned a score of zero. Incomplete grades will be issued at the instructor's discretion and under the conditions set by University policy. The policy reads:

- **"The grade "I" shall be recorded for a student only in case of extraordinary circumstances.** This entry is used rarely when the instructor and his/her department chair have concurred that the incomplete entry is justified. A grade of "I" must be made up by the last day that course grades are due to the Registrar during the next long semester, and in all cases before registering for the next sequential course. Should this grade not be reported to the Registrar within the prescribed time limit, it automatically becomes an 'F.'" A student who drops a course on or before the census date receives no grade, and the course will not be listed on that student's permanent record (2021-2022 Catalog).

In this class:

- a. Earning credit in a class involves more than simply completing course requirements. Competence as a student and scholar also means completing those requirements in the time allowed.
- b. The phrase “in case of extraordinary circumstances” is interpreted to mean unexpected, substantial events in one’s life that are clearly beyond the student’s control and that occur **after** the “**Deadline to Drop 16-week Classes with a Quit (Q) or Withdraw (W).**” This deadline is established by the Registrar (see University Calendar for exact date). The instructor reserves the right to request documentation attesting to this fact.
- c. Incomplete grades are NOT issued to students who simply procrastinated in the completion of coursework.
- d. Students who experience circumstances that continually interfere with their ability to complete the work in a timely manner are encouraged to consider withdrawing from the course. In addition, students who have neglected to complete any (or little) of the course work throughout the semester should not expect their requests for an incomplete grade to be honored.
- e. If an incomplete grade is issued, students will only be allowed to complete the assignments with due dates after the “**Deadline to Drop 16-week Classes with a Quit (Q) or Withdraw (W).**” deadline. Assignments with due dates prior to this deadline must be submitted by the late-assignment due date (no later than 11:59 p.m.).
- f. Late penalties will still apply to assignments turned in as part of the completion of an incomplete grade unless the student provides documentation of a reasonable accommodation through the Department of Access and Inclusion.
- g. Students who have been given an incomplete grade are responsible for communicating with the instructor directly via email when a missing assignment has been submitted. In other words, do not simply submit the assignment on Canvas without informing the instructor.
- h. Following the completion of the missing assignments, students are also responsible for reviewing their grade in WarriorWeb to confirm that the instructor has submitted a change of grade. If not, they should notify the instructor via email immediately.
- i. The instructor reserves the right to make appropriate exceptions to the above policies; however, this is almost never done. Exceptions will also need the approval of the department chair.

## COURSE OUTLINE AND CALENDAR

### Reading and Exam Schedule.

Week 1 (Jan. 18-21)	Syllabus Review Assignment Gaustad, Introduction
Week 2 (Jan. 24-28)	Gaustad, Ch. 1, "The Colonies: Europe in America" Gaustad, Ch. 2, "A New Nation: The American Experiment"
Week 3 (Jan. 31-Feb. 4)	Green, Introduction Green, Ch. 1, "Revolutionary Disestablishment"
Week 4 (Feb. 7-11)	Green, Ch. 2, "Federal Disestablishment"
Week 5 (Feb. 14-18)	Green, Ch. 3, "Resistance and Revisionism" Green, Ch. 4, "New England Disestablishment"
Week 6 (Feb. 21-25)	Green, Ch. 5, "Legal Christianity Conceived"
Week 7 (Feb. 28-Mar. 4)	Green, Ch. 6, "Legal Christianity Applied"
Week 8 (Mar. 7-11)	No new readings. Use this time to work on assignments.
<b>Mar. 14-18: Spring Break</b>	
Week 9 (Mar. 21-25)	Gaustad, Ch. 3, "The Nineteenth Century: A Quiet Court"
Week 10 (Mar. 28-31)	Green, Ch. 7, "Legal Christianity Refuted"
Week 11 (Apr. 4-8)	Green, Ch. 8, "The Rise of Nonsectarianism"
Week 12 (Apr. 11-15)	Green, Ch. 9, "The Secularization of Nonsectarianism"

Week 13 (Apr. 18-22)	Green, Ch. 10, "Reaction"
Week 14 (Apr. 25-29)	Green, Ch. 11, "Reconciliation" Green, "Conclusion"
Week 15 (May 2-6)	Gaustad, Ch. 4, "The Twentieth Century and Beyond: A Busy Court" Gaustad, Ch. 5, "The Establishment Clause: Public Schools"
Week 16 <b>(May 11)</b>	<b>Exam 2 is due by 11:59 p.m. (Killeen, TX time)</b>

### **Important University Dates.**

In addition to dates related to this class, students should familiarize themselves with important University dates and deadlines. The University Calendar and Academic Calendar are posted on the University's website. When in doubt about University dates and deadlines, contact the Registrar's Office directly.

## **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.

### **Copyright Notice.**

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