

**Texas A&M University-Central Texas**  
**Spring 2023-HIST 5342 Selected Topics in European History:**  
**Freedom and Authority**  
**W 6:00p.m.-9:00p.m., Room 202, Heritage Hall**

**Instructor and Contact Information**

**Instructor:** Dr. Cadra Peterson McDaniel

**Office:** Heritage Hall 204 L

**Office Hours:** By Appointment

**E-mail** [cadra.mcdaniel@tamuct.edu](mailto:cadra.mcdaniel@tamuct.edu) (Please use this email address as the method of contact)

**Mode of Instruction and Course Access**

This course is a face-to-face course, with some information posted on Canvas. Students will submit assignments via Canvas.

**Student-Instructor Interaction**

If students have any questions about the class or assignments, they should contact the instructor. Please contact the instructor as soon as possible so that any concerns may be resolved before it becomes midpoint or later in the semester. Students may contact the instructor via email, or students may make an appointment to meet with the instructor. The instructor will respond to all email in a timely manner, usually within one (1) business day. Unless students have a major assignment due on a Monday, email may not be answered on weekends. Students should only contact the instructor via the email address listed on the syllabus. The instructor may not be aware of questions, emails, or other messages that are posted in Canvas, sent via the email feature in Canvas, or sent/posted in any other format, and thus, students may not receive a reply to these emails or messages.

Announcements for the class will be made at the beginning of a class session and be posted on Canvas under the Announcements Section. Please check this section regularly. For all questions concerning upcoming assignments, please send all questions via email before 4:00p.m.

the day before the due date. The “cut-off” time for questions allows all students an equal chance to have questions answered before the due date.

### **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**

Research and writing on selected topics in European history. May be repeated for credit when topics vary. This course examines the development of free and authoritarian movements and governments in Europe as well as the varied manifestations of freedom and authority in

European political, social, cultural, and economical systems. Readings will examine events from Ancient Greece to the European Union's status in the early twenty-first century.

### **Overall Course Objective**

After successfully completing the course, students will be able to examine the reasons specific peoples have opted for free or authoritarian regimes as well as analyze the varied meanings of the terms, *freedom* and *authority*.

### **Student Learning Outcomes**

After successfully completing the course, students will be able to

1. Analyze the varied meanings of *freedom* and *authority* as understood by various governments and peoples throughout European history and within some European colonies
2. Examine the appeal of regimes generally considered to be free or authoritarian within various European countries and within some European colonies
3. Review the importance of the ideas of *freedom* and *authority* in relationship to a country's, a colony's, or a supranational organization's identity and history
4. Author original research that involves an analysis of freedom and/or authority's influence upon a specific topic in European history

### **Required Texts**

Readings are listed in chronological order.

De Dijn, Annelien. *Freedom: An Unruly History*. Cambridge, MA: Harvard UP, 2020.  
ISBN: 978-0674278639.

Rau, Zbigniew, Przemysław Żurawski vel Grajewski, and Marek Tracz-Tryniecki (Editors).  
*Magna Carta: A Central European Perspective of Our Common Heritage of Freedom*.  
London: Routledge, 2016. ISBN: 9781138848542.

Berman, Sheri. *Democracy and Dictatorship in Europe: From the Ancien Régime to the Present Day*. Oxford: Oxford UP, 2019. ISBN: 978-0197539347.

Landa, Ishay. *Fascism and the Masses: The Revolt Against the Last Humans, 1848-1945*.  
London: Routledge, 2018. ISBN: 978-0367893064.

Shipway, Martin. *Decolonization and Its Impact: A Comparative Approach to the End of the Colonial Empires*. Malden, MA: Blackwell Publishing, 2008. ISBN: 978-0631199687.

Yurchak, Alexei. *Everything was Forever Until It Was No More*. Princeton, Princeton UP, 2006. ISBN: 978-0691121178.

Castells, Manuel, Olivier Bouin Joao Caraça, Gustavo Cardoso, John Thompson, and Michel Wieviorka (Editors). *Europe's Crisis*. Cambridge, UK: Polity Press, 2018. ISBN: 978-1509524877.

## **Course Requirements**

### **Syllabus Acknowledgement Statement**

Students need to submit a Syllabus Acknowledgment Statement indicating that they have read and understand the information in the syllabus. Students should upload the statement to Canvas. Students' acknowledgement of this statement is worth five (5) points. If students have any questions about the statement, then they should contact the instructor as soon as possible. Check the Course Schedule for the due date.

### **When Leading Discussion Individually**

During the semester, students will read books that examine the ideas and manifestations of freedom and authority. Students will take turns leading discussion once. Students will sign up for leading discussion on the first night of class. On the night that a student leads discussion, the student needs to come prepared with a list of twenty to twenty-five (20-25) questions about the reading. **This list of questions must be submitted on Canvas. Assignments submitted in any other format will not be accepted.**

### **Criteria for Leading Discussion Individually=12 points**

Submission of twenty to twenty-five (20-25) questions=5 points

Ask original twenty to twenty-five (20-25) questions; ask follow-up questions; and respond to classmates' and/or the instructor's comments=6 points

Questions written clearly with correct grammar and punctuation and free generally of typographical errors and misspellings=1 point

### **When Leading Discussion in a Group**

In addition to leading discussion individually, students will be part of a group of two to three (2-3) students who will lead discussion once as a group. Students will sign up for leading discussion in a group on the first night of class. When students lead discussion in a group, each member of the group should come prepared with a list of ten (10) questions that cover the reading for the week. **This list of questions must be submitted on Canvas. Assignments submitted in any other format will not be accepted.**

#### **Criteria for Leading Discussion in a Group=8 points**

Submission of ten (10) questions=3 points

Ask original ten (10) questions; ask follow-up questions; and respond to classmates' and/or the instructor's comments=4 points

Questions written clearly with correct grammar and punctuation and free generally of typographical errors and misspellings=1 point

### **Book Reviews**

When students lead discussion, individually and in a group, they will need to submit a review for that week's reading assignment. Students only need to submit a review when they are leading discussion individually and in a group. The review is meant to aid students in preparing to lead a thorough discussion of the text. The review should be two to three (2-3) typed pages, double spaced, and with one (1) inch margins, and students should use twelve (12) point Times New Roman Font. Students should not consult any outside sources for the review, but instead only base their reviews on that week's assigned reading.

#### **Criteria for Book Reviews=15 points each**

Introduce clearly the author's or authors' thesis as well as purpose=3 points

Evaluate the author's or authors' use of supporting examples, which is not a summary of each chapter=7 points

Overall impression of the book which may include evaluating: the strength of the thesis and the evidence presented; the thorough use of primary sources and archival materials; and the effective use of maps and/or images =2 points

Written clearly with correct grammar and punctuation and free generally of typographical errors and misspellings=3 points

For each review, at the top of the first page, students should include the citation of the book as required in a professional book review, and students will sign their name at the end of their book reviews. Also, should students quote material, then following the quoted material, students should note the page number(s) of the quoted material in parentheses, such as (15). This formatting mirrors that of a professional book review, and an example of a professional book review is posted under the Files tab on Canvas.

In these reviews, no lengthy quotations will be accepted. Students may include only two (2) quotations per review, and each quotation should be ten (10) words or less. The use of more than two (2) quotations or quotations of more than ten (10) words will reduce significantly students' grades by five (5) points. The emphasis is that students paraphrase the material. When students paraphrase the material, they have to engage critically with the material, which leads to a more thorough understanding of the text. Also, students should keep their papers to the two to three (2-3) page limit. Papers that exceed or are less than two to three (2-3) pages will reduce students' grades by five (5) points. One of the objectives in graduate school is to be very specific and precise when expressing written ideas. **Since this may be the first time that students have taken a graduate history course, students should feel free to ask the instructor questions about their book reviews. While the instructor will not read drafts of the book reviews, the instructor will answer specific questions.**

### **When Not Leading Discussion**

When not leading discussion, all students **MUST** participate in the discussion. Students who are not leading discussion will need to submit a list of fifteen to twenty (15-20) questions that address topics from that week's reading. **These lists of questions must be submitted on Canvas. Assignments submitted in any other format will not be accepted.**

### **Criteria for Participation and Questions=6 points**

Respond to classmates' and/or the instructor's questions or comments=3 points

List of fifteen to twenty (15-20) questions=2 points

Questions written clearly with correct grammar and punctuation and free generally of typographical errors and misspellings=1 point

To prepare for each discussion, ALL students should have read thoroughly the assigned material. As students read the material, it may be helpful to make notes. Be sure to read the introductory and concluding sections since many times the author(s) will outline the thesis in these sections. Then as students read each book's chapters, they should keep in mind that in each chapter, the author(s) is utilizing evidence to advance the book's argument. Careful reading and note taking will aid students with discussion and should prepare them for composing a well-developed review. All students should bring a copy of the week's reading material to class and are free to refer to the reading material when answering questions. Students are welcome to take notes during class meetings, but there is NO recording of class discussions. Students should direct their attention to their classmates when they are contributing to discussion, and students should not talk when other students or the instructor are talking and not engage in any other disruptive actions.

### **Submission of Research Topic**

A major component of each student's grade will be a thorough study of a topic regarding the ideas or manifestations of freedom and/or authority. Students are free to research any topic,

but the topic must relate to an example(s) of freedom and authority in a European context.

Students may select a topic that is covered in class but are not required to do so. The discussion of research interests on the first day of class will aid students in selecting a topic. Early in the semester, students will submit a possible paper topic(s) for their research papers. Students should consider topics that appeal to their historical interests.

### **Criteria for Research Topic=5 points**

Submission of possible research topic(s)=5 points

### **Research Paper Outline and Annotated Bibliography**

After selecting a research topic, students will submit an outline of their entire research papers and annotated bibliographies. Students' outlines will need to address their entire papers and not solely focus on the initial sections of their papers. Examples of acceptable outline forms are posted on Canvas. Students should review these examples. Also, students will submit annotated bibliographies with a total of fifteen to twenty (15-20) primary and secondary scholarly sources. Of the sources listed, at least eight (8) of these sources should be primary sources. Students should provide a brief description of two to three (2-3) sentences describing each source's relevance and significance to their research.

### **Criteria for Outline and Annotated Bibliography=30 points**

Thorough outline of each part of the research paper=15 points

Analyze each source's scholarly significance and relevance=15 points

### **Individual Meetings and Research Progress Reports**

Students will have some class periods when they meet with the instructor on an individual basis to discuss their research progress, or there will be class periods where students submit research progress reports via Canvas. For the individual meetings with the instructor, students will sign-up for a meeting time in class. Meetings will take place during the class

period, Wednesday, 6:00p.m.-9:00p.m. in the instructor's office, 204 L in Heritage Hall or via Microsoft Teams. For the individual meetings, students should be prepared to discuss their research progress in detail and to ask any questions that they may have. For the progress reports, students should provide a detailed account of their research progress and may include questions regarding their paper. A detailed progress report is two (2) paragraphs with each paragraph consisting of at least seven to eight (7-8) sentences.

**Each unexcused absence for an individual meeting or missing progress report results in a ten (10) point deduction on the final paper.** Though many of the individual meetings or progress reports will occur toward the midpoint and the end of the semester, students should work on their papers throughout the semester. At any time should students have questions about their papers, they should feel free to contact the instructor with any questions and feel free to schedule a meeting with the instructor.

### **Research Paper Presentation**

At the end of the semester, students will give a ten (10) minute presentation of their research. The presentation should provide an overview of the major points in the papers. Also, students may use PowerPoint but are not required to do so. Students should introduce their topic; explain their thesis; provide two to three (2-3) points that support their thesis; and conclude with a brief discussion of their research's significance.

### **Criteria for Final Paper Presentation=30 points**

Clearly introduce topic and state thesis=10 points

Explanation of examples that support the thesis (including student's original analysis)=10 points

Professional and clear delivery of material=10 points

### **Research Paper**

A major component of each student's grade will be a thorough study of a topic regarding freedom and authority in a European context. The paper will be twenty to twenty-five (20-25)

pages in length; will utilize primary and secondary sources; and rely strongly on scholarly resources. The paper should have one (1) inch margins; be double spaced; be typed in twelve (12) point Times New Roman Font; and employ Chicago Style endnotes and a Chicago Style bibliography. Please be aware that endnotes are not at the bottom of the page. Instead, endnotes begin on a new page after the final page of the paper and before the bibliography.

All material that is either quoted or paraphrased MUST be cited using Chicago Style. Students will need a title page, an endnote page(s), and a bibliography, which do not count toward the required twenty to twenty-five (20-25) pages. Links to material that provides examples of citations and a title page from the *Chicago Manual of Style*, 17<sup>th</sup> edition are posted on Canvas. If students opt to include any maps, charts, graphs, or other images with their research, these items should be in an Appendix and not within the text of the papers. Students' papers should be in paragraph format. There should not be extensive lists of items, especially in column format, and there should not be extra space between paragraphs or anywhere in the papers. Students may use only four (4) quotations, and each quotation must be twenty (20) words or less. The emphasis is that students paraphrase the material. When students paraphrase the material, then students must engage critically with the material, which leads to a more thorough understanding of the information.

It is important that students follow the paper guidelines closely. Not following the guidelines will lower a student's grade. For example, the use of more than four (4) quotations or quotations of more than twenty (20) words will reduce students' grades by ten (10) points. Also, students should keep their papers to the twenty to twenty-five (20-25) page limit. Papers that exceed the length limit, that are under the minimum page requirement, or that do not follow all paper guidelines and requirements will reduce students' grades by fifteen (15) points. Students

should proofread their papers before the due date, and the papers should be free generally of typographical errors and misspellings.

### **Criteria for Research Paper=150 points**

Well-developed thesis clearly stated in the first or second paragraph=20 points

Use material from primary and secondary sources to support the thesis and include students' original analysis=90 points

Clearly written, correct grammar, and free generally of typographical errors and misspellings=20 points

Have all information cited properly using Chicago Style=20 points

**Since this may be the first time that students have composed a history research paper at the graduate level, students have the entire semester to ask the instructor questions about their research papers. While the instructor will not read drafts of the papers, the instructor is more than willing to answer specific questions. Only in cases of documented extreme hardship will an extension be granted for the final papers.**

### **Class Grading Scale, Points Possible, and Conversion**

This class follows TAMUCT's traditional grading scale of 100-90=A; 89-80=B; 79-70=C; 69-60=D; and 59 and below=F.

Syllabus Acknowledgement Statement=5 points

Leading Discussion Individually=12 points

Leading Discussion in a Group=8 points

Book Review=30 points

Participation and Questions When Not Leading Discussion=30 points

Research Paper Topic=5 points

Research Paper Outline and Annotated Bibliography=30 points

Research Paper Presentation=30 points

Research Paper=150 points

Total=300 points

(Students may determine their grades by taking the total number of points earned and dividing by the total number of points possible.)

### **Posting of Grades**

Grades will be posted online in Canvas and assignments returned via Canvas.

Assignments are graded usually within one (1) week of the due date.

### **Course Schedule (Course Outline and Calendar)**

The instructor reserves the right to make modifications to the syllabus and the course schedule as needed based on time and other factors. Should this need occur, then an updated syllabus and schedule will be posted online through Canvas. **All assignments are due before 6:00 p.m. on the dates listed below.**

**January 18:** Introduction to Class; Discussion of Research Interests; Sign-up for Leading Discussion Individually and in a Group

**January 25: Syllabus Acknowledgement Statement Due** De Dijn, Annelien. *Freedom: An Unruly History*.

**February 1: Research Paper Topic Due** Rau, Zbigniew, Przemysław Żurawski vel Grajewski, and Marek Tracz-Tryniecki (Editors). *Magna Carta: A Central European Perspective of Our Common Heritage of Freedom*.

**February 8:** Berman, Sheri. *Democracy and Dictatorship in Europe: From the Ancien Régime to the Present Day*.

**February 15: Research Paper Outline and Annotated Bibliography Due**, Landa, Ishay. *Fascism and the Masses: The Revolt Against the Last Humans, 1848-1945*.

**February 22:** Individual Meetings

**March 1:** Shipway, Martin. *Decolonization and its Impact: A Comparative Approach to the End of the Colonial Empires*.

**March 8:** Research Progress Report; Submit Online via Canvas

**March 15: Spring Break, No Class**

**March 22:** Yurchak, Alexei. *Everything was Forever Until It Was No More*.

**March 29:** Research Progress Report; Submit Online via Canvas

**April 5:** Individual Meetings

**April 12:** Castells, Manuel, Olivier Bouin Joao Caraça, Gustavo Cardoso, John Thompson, and Michel Wieviorka (Editors). *Europe's Crisis*.

**April 19:** Research Progress Report; Submit Online via Canvas

**April 26:** Individual Meetings

**May 3: Research Paper Presentations. Time in Class to Complete Course Evaluations. Please bring a laptop computer.**

**May 10: Research Paper Due; Submit Online via Canvas**

## **Instructor and Course Policies**

### **Absences and Make-Up Work**

Absences in graduate school are generally not acceptable. The instructor does understand that in some circumstances, such as a major illness, there may be missed classes. Should students miss class, then they need to contact the instructor as soon as possible. Unexcused absences will affect negatively students' grades. Only excused absences are allowed. Should students miss a class, make-up assignments will be allowed only for excused absences. Students, when they return, must give the instructor written documentation, such as a note from their doctor, which covers the days that they missed. ONLY with documentation will students be granted an excused absence and be able to make up work. Students who submit work early but then miss class on the work's due date will also need to provide some form of documentation for the days missed. Otherwise, the work will not be accepted. Students cannot make up work or receive credit for work with unexcused absences.

**ALL make-up work must be turned in no later than one (1) week after students return to class. No work will be accepted after the one (1) week period. Near the end of the semester, make-up work may be due in a shorter amount of time. No make-up work will be accepted after 6:00p.m. on May 10.**

For some assignments, make-up work will take the form of more detailed written work, so that students are able to receive credit for the discussion grade and the written grade.

### **Make-Up Work When Leading Discussion Individually**

For an absence when students are leading discussion individually, they will need to submit a lengthier review. Make-up work for leading discussion will take the form of a lengthier review of six to eight (6-8) pages. This review will count for both the leading discussion grade and the review grade. All guidelines as outlined in the previous section titled **Book Review** apply to make-up reviews. Students should refer to these guidelines and requirements, or points will be lost.

#### **Criteria for Make-up Book Review=27 points**

Introduce clearly the author's or authors' thesis as well as purpose=6 points

Evaluate the author's or authors' use of supporting examples, which is not a summary of each chapter=14 points

Overall impression of the book which may include evaluating: the strength of the thesis and the evidence presented; the thorough use of primary sources and archival materials; and the effective use of maps and/or images= 4 points

Written clearly with correct grammar and punctuation and free generally of typographical errors and misspellings=3 points

### **Make-Up Work When Leading Discussion in a Group**

For an absence when students are leading discussion in a group, they will need to submit a lengthier review. Make-up work for leading discussion will take the form of a lengthier review of five to six (5-6) pages. This review will count for both the leading discussion grade and the review grade. All guidelines as outlined in the previous section titled **Book Review** apply to make-up reviews. Students should refer to these guidelines and requirements, or points will be lost.

### **Criteria for Make-up Book Review=23 points**

Introduce clearly the author's or authors' thesis as well as purpose=6 points

Evaluate the author's or authors' use of supporting examples, which is not a summary of each chapter=10 points

Overall impression of the book which may include evaluating: the strength of the thesis and the evidence presented; the thorough use of primary sources and archival materials; and the effective use of maps and/or images =4 points

Written clearly with correct grammar and punctuation and free generally of typographical errors and misspellings=3 points

### **Make-Up Work When Not Leading Discussion**

For an absence when students are not leading discussion, make-up work will take the form of a list of twenty to twenty-five questions with complete responses to each question. For this assignment, a complete response will be at least three to four (3-4) sentences per question.

### **Criteria for Make-up Questions=6 points**

List of fifteen to twenty (15-20) questions=2 points

Complete responses each to each question=3 points

Questions written clearly with correct grammar and punctuation and free generally of typographical errors and misspellings=1 points

### **Make-Up Work for Missed Individual Meeting or Research Progress Report**

Should students miss an individual meeting or progress report, then if students have an excused absence, they will need to meet within the instructor or submit their progress report within one (1) week of returning to class.

### **Make-Up Work for Missed Presentation**

**Should students miss the presentation, then in order to make up the presentation, students will need to include an additional three (3) pages of material to their research papers.** In this instance, the final paper grade will include the thirty (30) points for the presentation for a total of one hundred eighty (180) points. The paper is still due on May 10

before 6:00p.m. Note that only in cases of documented extreme hardship will students be allowed to have an excused absence for the presentation.

### **Incompletes**

A grade of an Incomplete is granted rarely. Incompletes will be granted only after the last day to drop a course and will be granted only to students who have experienced a major catastrophic event. Students must provide some form of written documentation that provides evidence of the catastrophic event.

### **Withdrawal, Drop Dates, Assignment Due Dates, and Important University Dates**

Students who feel that they need to drop the class must go to the Registrar's Office and complete the withdrawal forms. It is the students' responsibility to withdraw from a class; to be aware of all add and drop dates for classes; and to be aware of all guidelines in the syllabus as well as due dates for class assignments. Students should refer to the University Calendar for important dates, such as graduation deadlines. The calendar can be viewed at <https://www.tamuct.edu/>

### **Plagiarism**

Plagiarism is copying or using the words or the ideas of another individual(s) and submitting that work as one's original work. Material taken from any source, including books, articles, journals, the Internet, or any other sources, must be paraphrased (put in your own words) and cited correctly (refer to individual assignment guidelines) and if quoted, set off in quotation marks, and cited correctly. Plagiarism will be emphasized on the first day of class. **Should students have any questions about paraphrasing, using quotations, citing material, or documenting sources, then students should ask questions via email or make an appointment to discuss concerns with the instructor.**

**Work that is deemed plagiarized will result in the grade of a zero (0) for the assignment.** SimCheck in Canvas will check assignments for plagiarism. Students who receive

a mark of fifty percent (50%) or more for plagiarism will earn a zero (0) for the assignment. Also, students will earn a failing grade (fifty percent (50% F) or lower) for an assignment when there is evidence that the plagiarism is from a purchased paper or when there is evidence of blatantly copying sources or material without paraphrasing. When there is evidence of plagiarism, students' work will be submitted to the Office of Student Conduct.

### **Cheating**

Cheating is assisting other students with completing class assignments. Also, cheating includes the use of any unauthorized materials to complete any assignments. Students may not resubmit work completed for another class. This action will be considered cheating. **The penalty for cheating will be a zero (0) for the assignment.** When there is evidence of cheating, students' work will be submitted to the Office of Student Conduct.

### **Academic Integrity**

**For more information about Academic Integrity and students' responsibilities regarding academic integrity, please review the information at <https://www.tamuct.edu/student-affairs/academic-integrity.html>**

### **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](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.*

### **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://federation.ngwebsolutions.com/sp/startSSO.ping?PartnerIdpId=https://eis-prod.ec.tamuct.edu:443/samlSSO&SpSessionAuthnAdapterId=tamuctDF&TargetResource=https%3a%2f%2fdynamicforms.ngwebsolutions.com%2fSubmit%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 referral](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](#) 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, experiencing pregnancy-related conditions, 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]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines](#) online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

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

### **Tutoring**

Tutoring is available to all A&M-Central Texas students, both 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] 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 Library & Archives**

The University Library & Archives provides many services in support of research across campus and at a distance. We offer over 350 electronic databases containing approximately 631,525 eBooks and 75,149 journals, in addition to the 97,443 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) [https://tamuct.libcal.com/appointments]. 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](https://tamuct.libguides.com/index) [https://tamuct.libguides.com/index]

## **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. 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 [WCOonline](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.