

**CIS 3360-110, CRN 80285, Ethics in Computing Online
Spring 2023
Texas A&M University-Central Texas**

COURSE DATES, MODALITY, AND LOCATION

This course meets online, with all materials made available online using the TAMUCT Canvas Learning Management System: [<https://tamuct.instructure.com>]. All announcement regarding homework assignments, class tests, midterm/final exams will be posted in Canvas. Students are expected to access Canvas course page regularly to get any update regarding this course. They can also install Canvas student app on their phone.

INSTRUCTOR AND CONTACT INFORMATION:

Instructor: Deepti Gupta, PhD

Office: 323N

Phone: 254-501-5819

Email: Canvas **Inbox**. If Canvas is not available, email: d.gupta@tamuct.edu

Office Hours:

Thursday: 9:00 am –10:00 am (virtually via MS Teams). I am also available for students on an appointment basis. Send me an email (d.gupta@tamuct.edu) to schedule an appointment to meet.

Student-instructor interaction:

Students are encouraged to send all course-related correspondence to Canvas email message. Students can meet me at regular office hour (mentioned above) or by appointment to discuss any course related issues.

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 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:
 1. iPhone/iPad: [<https://apps.apple.com/app/safezone/id533054756>]
 2. Android Phone / Tablet
2. [<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. **For updates on COVID information**, please monitor the University website[<https://www.tamuct.edu/covid19/>]

COURSE INFORMATION

Course Overview and description:

Examine personal and contemporary organizational ethical issues and challenges in the design, development and the use of computing technologies in a global environment. Special emphasis on the philosophical basis for

computer ethics, reliability, and safety of computer systems, protecting software and other intellectual property, computer crime and legal issues, and professional codes of ethics (AIS, ACM, IEEE etc.).

Course Objective:

Student Learning Outcomes:

At the conclusion of the course, the student will be able to:

CL01: Demonstrate an understanding of relevant ethical theories, laws, regulations, and policies in the usage of computers in global environment.

CL02: Identify ethical issues that arise in software development and determine how to address them technically and ethically.

CL03: Explain the ethical responsibility of ensuring software correctness, reliability, and safety. CL04: Describe the mechanisms that typically exist for a professional to keep up to date.

CL05: Describe the strengths and weaknesses of relevant professional codes as expressions of professionalism and guides to decision-making.

CL06: Analyze a global computing issue, observing the role of professionals and government officials in managing this problem.

CL07: Evaluate the professional codes of ethics from the ACM, the IEEE Computer Society, and other organizations.

Outcome	Clo1	Clo2	Clo3	Clo4	Clo5	Clo6	Clo7
Common Core							
Pslo1:Communicate effectively on technical subjects appropriate to the discipline				P	P	P	P
Pslo2:Recognize a reasoned resolution to an ethical challenge in computing context	P	P	P				
Pslo3:Apply knowledge to address the IT security needs of an organization				P			
Pslo4:Design appropriate computing solutions to business problems							

Competency Goals Statements (certification or standards): None Required Reading and Textbook(s):

Title: Ethics for the Information Age

Author: Michael J. Quinn, Edition: 8th, Publisher: Pearson Education, Inc. Print ISBN: 9780136681595

Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Supplemental Material: The course textbook will be supplemented with other materials including handouts, online resources, PowerPoint presentations, etc.

COURSE REQUIREMENTS

Course Requirements:

Students are required to complete discussion questions, quizzes (covering textbook chapters), group case studies and an individual case study. The topic of all assignments and quizzes are announced on Canvas portal.

Meet and Greet Discussion Forum

This is the first discussion of the course which is due in first week. This will count towards initial attendance verification for this course. Students will introduce themselves in this forum.

Assignments:

There will be four assignments

Quizzes

There will be ten (10) at-home quizzes to be completed in the Canvas LMS portal. Each quiz includes multiple-choice questions to be answered. Each quiz includes two (2) attempts with the highest score recorded in the grade book. Each quiz is worth a maximum of 20 points each for a maximum total of 200 points.

Group Case Studies

There will be three (3) in-class group case studies (for which students will self-enroll into groups at a number determined by the instructor (dependent on enrollment),). Students will be presented with a choice of four (4) case studies for which they must choose one (1). Students will align efforts (discussing the case study) and determine the best course of action to answer the following four questions:

- 1) Identify the primary issues prevalent in the case study,
- 2) Identify any ethical implications,
- 3) Provide prevention solutions and remedies, and
- 4) Provide your collective personal perspective of the case study (finding common ground with your classmates).

Students will construct a Word document with a minimum of 500 words using Times New Roman 12-point font, 1-inch margins (approximately 1.5 pages single-spaced. Upon completion, the students (one per group) will upload the completed Word document to Canvas (using the appropriate link). The group case studies will be graded using the Group Case Study Grading Rubric (will be announced on Canvas portal)

One of this group study assignment will be considered as a signature assignment and will be graded using a given PSLO 2 rubric (the rubric is uploaded on Canvas portal).

Note: All groups will be provided an opportunity to improve (if they so choose) after the initial grading period. All students are required to participate in the Group Case Studies fully. Fully participating student grades will not be impacted by students not fully participating. Each one- attempt case study is worth a maximum of 40 points each for a maximum total of 120 points.

Note: The group case studies may introduce new material (beyond the course textbook) and thus may require students to utilize established critical thinking and research skills.

Individual Case Study

There will be one (1) individual case study. Students will be presented with a choice of several case studies for which they must choose one (1) noting the choice **cannot be the same as any priory performed/completed group case study.**

Students will answer the following four questions:

- 1) Identify the primary issues prevalent in the case study,
- 2) Identify any ethical implications,
- 3) Provide prevention solutions and remedies, and
- 4) Provide your personal perspective of the case study.

Students will construct a Word document with a minimum of 1,000 words using Times New Roman 12-point font, 1-inch margins (approximately 3 pages single-spaced. Upon completion, the student will upload the completed Word document to Canvas (using the appropriate link).

The individual case study will be considered as a signature assignment and it will be graded as using PSLO 1 rubric (mentioned in the canvas portal).

Note: The Individual Case Study opens approximately two (2) weeks prior to the stated syllabus deadline. The individual case study will be graded using the Individual Case Study Grading Rubric that will be announced on Canvas portal. Each one-attempt case study is worth a maximum of 50 points each for a maximum total of 50 points.

Note: *The individual case study may introduce new material (beyond the course textbook) and thus may require students to utilize established critical thinking and research skills.*

Grading Criteria Rubric and Conversion

The distribution of points for various student activities and the grading scheme are mentioned below:

Required Activity	Quantity	Points	Total
Assignments	4	30	120
Quizzes	10	20	200
Group case studies	3	40	120
Individual case study	1	60	60
Total			500

Point Range	Letter Grade
500-450	A
449-400	B
399-350	C
349-300	D
299-0	F

Posting of Grades

All students' grade will be posted on the Canvas Grade book, and students can monitor their progress in this course using Canvas Portal. Students can expect to see their grades within **two weeks** of the closing of class tests, exams, and assignments. Students are expected to visit Canvas course webpage regularly to get any update regarding this course.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar

The Tentative course outline is mentioned below. The announcement dates may change depending on the pace of the course, lab assignments and overall student learning. All assignments, class tests, midterm and final exam due dates will be announced in the class.

Week	Learning Materials	Deliverables
1	Syllabus Chapter 1 Textbook Chapter 1 PPTs/Lecture Materials	Meet & Greet Discussion Forum Self-Enroll in Groups for Case Studies
2	Chapter 2 Textbook Chapter 2 PPTs/Lecture Materials	Quiz #1
3		Quiz #2

4	Chapter 3 Textbook	Group Case Study #1
	Chapter 3 PPTs/Lecture Materials	
5	Chapter 4 Textbook	Assignment-1
	Chapter 4 PPTs/Lecture Materials	Quiz #3
6		Quiz #4
7	Chapter 5 Textbook	Quiz #5
	Chapter 5 PPTs/Lecture Materials	
8	Chapter 6 Textbook	Assignment -2
	Chapter 6 PPTs/Lecture Materials	Quiz #6
9		Quiz #7
		Group Case Study #2
10	Chapter 7 Textbook	Quiz #8
	Chapter 7 PPTs/Lecture Materials	
11	Chapter 8 Textbook	Quiz #9
	Chapter 8 PPTs/Lecture Materials	
12		Group Case Study #3
13	Chapter 9 Textbook	Assignment #3
	Chapter 9 PPTs/Lecture Materials	
14	Chapter 10 Textbook	Quiz #10
	Chapter 10 PPTs/Lecture Materials	
15		Assignment #4
16		Individual Case Study #1

INSTRUCTOR POLICIES related to grading

- All the assignments must be submitted within the posted deadline in Canvas Course Website unless arrangements are made beforehand (at least **48 hours before** the deadline and the students need to send an email explaining the situation and providing necessary documentation).
- For assignments, it is required to zip all the files prior to submission to Canvas (except any docx file). The name convention for the file: ***firstname_lastname_CIS3360- AssignmentNumber.zip*** or ***CIS 3360_Group Number.zip***.
- Assignments and class tests posted before midterm exam **CANNOT** be completed/submitted after the midterm exam.
- Due to the nature of this course, **NO** late assignments will be submitted.
- Requests for **Incomplete grades**:

oIn completes will only be given in emergency or other extreme circumstances. Any request for an incomplete grade in this course must be approved by the course professor prior to **May 01,2023**. Where possible, requests should be submitted in written form with reasons and must include an address and/or telephone number where you may be contacted throughout the following semester.

oFor a request of an incomplete grade to be considered, at least **70%** of the total course work (**700 points**) must be completed for this course.

oFinally, approval of an incomplete grade (**I**) is up to the **department chair** and **college Dean**, not only to the course instructor.

Instructor's Personal Statement

- The instructor **reserves the right to modify the course syllabus** during the semester for the benefit of the students.
- The instructor reserves the right to **supplement materials presented in the text** with additional course material that may help the students to understand the topic better.
- The instructor reserves the right to **modify grading policy rubrics**. Any Change to grading rubrics will be applied to current and possible future assignments.

Important University Dates:

Please visit the following link to access 2022-2023 academic calendar:

<https://www.tamuct.edu/registrar/academic-calendar.html>

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>].

Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)

Password: Your MyCT password

Canvas Support

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

Other Technology Support

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: helpdesk@tamu.edu Phone: (254) 519-5466

Web Chat: [<http://hdc.tamu.edu>]

Please let the support technician know you are an A&M-Central Texas student.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

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>]

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 referral, [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Drop Policy

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

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.

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.

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 200 electronic databases containing approximately 400,000 eBooks and 82,000 journals, in addition to the 96,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place virtually through WebEx, Microsoft Teams or in-person at the library. Schedule an appointment here [<https://tamuct.libcal.com/appointments/?g=6956>]. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [<http://tamuct.libguides.com/index>]

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 WOnline [<https://tamuct.mywconline.com/>]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

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>].

Behavioral Intervention

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the referral online

[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

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