

**MAT 265
90750
Calculus for Engineers I**

Instructor information

Name: Katherine Czeranko

Office Location: Wanner Hall 140B

Office Hours: My office hours will be on Zoom on Monday, Wednesday, and Friday from 12:00 to 13:00. You must make an appointment during those times by contacting me via email. Office hours will be held virtually via Zoom.

Email: katherine.czeranko@asu.edu

You MUST type MAT 265 90750 as the subject line in every email you send to me.

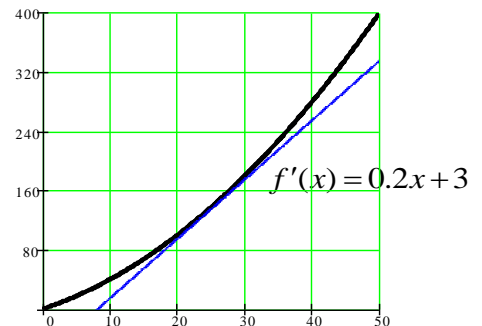
Responses will not be guaranteed if this instruction is not followed.

This course is offered by the College of Integrative Sciences and Arts. For more information about the college, visit our website: <https://cisa.asu.edu/>. If you have questions or concerns, please send your inquiry to cisa@asu.edu

Course information

Calculus is used to answer two basic questions – How fast? (rate of change) and How much? (accumulation) and how these two measurements are related. Calculus can be used to answer the following questions from:

- Medicine: How fast is this drug entering the patient's bloodstream? How much of the drug has the patient received?
- Business: How fast is the product selling? How much of the product has been sold?
- Physics: How fast is the rocket going? How far has it traveled?



Course Format:

ASU Synchronous Zoom within Canvas

<https://asu.zoom.us/j/92812139206>

Tuesday, Thursday 09:00-10:15 AGBC 145

Learning Outcomes:

- Analyze the behavior and continuity of functions using limits
- State the definition and explain the significance of the derivative
- Compute the derivative using the definition and associated formulas for differentiation
- Solve application problems using differentiation
- State and explain the significance of the Fundamental Theorem of Calculus

- Compute anti-derivatives, indefinite and definite integrals of elementary functions
- Read and interpret quantitative information when presented numerically, analytically or graphically.

ASU Sync

This course is scheduled as an in-person (face-to-face) course. You will attend some class sessions in-person and be remote for other sessions to ensure we keep the room occupancy below 50%.

For the remote option, this course uses Sync. ASU Sync is a technology-enhanced approach designed to meet the dynamic needs of the class. During Sync classes, students learn remotely through live class lectures, discussions, study groups, and/or tutoring. You can find out more information about ASU Sync for students here: <https://provost.asu.edu/sync/students>.

To access live sessions of this class, [log into your ASU Zoom account](#), go to MyASU and click the Attend via Sync button next to this class on your schedule.

To ensure in-person participation stays below 50% room occupancy, the class will be split into groups. Students will be assigned a day to attend the class in-person and placed on a rotation schedule. This means you will rotate between in-person and ASU Sync (Zoom) attendance.

On Tuesdays, students with last names beginning with A-M will meet in-person while the other half of the class participates in the live class on Zoom via ASU Sync. On Thursdays, students with last names beginning with N-Z will meet in-person while the other half of the class participates in the live class on Zoom via ASU Sync. Contact me if you need to change your attendance assignment.

On test days, **all** students will meet in person on Zoom via ASU Sync.

If you cannot physically be on campus due to travel restrictions or personal health concerns, you will be able to attend your classes via ASU Sync during the fall semester. If you will not be on-campus for the fall semester, you are expected to contact your professors to make accommodations.

Face Coverings

Everyone is required to wear a face cover while in ASU buildings and community spaces, regardless of distance. Face covers help prevent pre-symptomatic and asymptomatic individuals from inadvertently spreading COVID-19 to others. They are meant to protect others in case you are sick. Students will be required to wear a face cover in the classroom.

If you require accommodations due to a disability or health-related concern, please contact the Disability Resource Center.

For more information about face coverings, please visit the [FAQ page](#).

Required Course Texts/ Readings/Materials:

The textbook that will be used is Essential Calculus: Early Transcendentals by Stewart Second Edition. ISBN: 9781133112280.

Graphing calculators or other technology that support matrix operations are highly encouraged and will be mandatory for some activities. If you don't already own a graphing calculator, you may want to use software, a website on your computer (such as Wolfram Alpha), or an App on your phone.

Notes: Additional required readings (e.g., scientific articles, news articles, and/or handouts) will be posted on the course Canvas.

Course Policies

Attendance, Participation and Grades:

- **DO NOT BE LATE TO CLASS. THE ZOOM SESSION WILL BE LOCKED AFTER CLASS HAS STARTED AND WILL NOT BE OPENED FOR LATECOMERS.**
- **Class attendance is STRONGLY encouraged as class information is always delivered during class.**
- *You should email or otherwise communicate with me anytime you miss class.*
- If your internet is not working or you're in a hotel room and are unable to get stable internet connection, you MUST email me at the BEGINNING of class (use your phone or your iPad or tablet or whatever device you have that you are NOT connecting to the class.)

Do NOT email me a minute before any assessment is about to take place and then tell me that you are unable to connect.

I WILL NOT ALLOW this nor will I unlock the class if you email me right before the quiz time starts.

- Your Zoom name will be your First Name Last Name as you registered at the university
- Some course content may be deemed offensive by some students. Bring this to the attention of the instructor or, alternatively, to the unit chair or director
- Inappropriate use of **cell phones** or **laptops** or reading other materials during class will be considered not participating, and you will lose participation points. Arriving late or leaving early from class will result in deductions from your participation.
- **Accommodation for religious practices:** In compliance with [ACD 304-04](#), students who need to be absent from class due to the observance of a religious holiday or participate in required religious functions must notify the faculty member in writing as far in advance of the holiday/obligation as possible. Students will need to identify the specific holiday or obligatory function to the faculty member. Students will not be penalized for missing class due to religious obligations/holiday observance. The student should contact the class instructor to make arrangements for making up tests/assignments within a reasonable time.

- **Accommodation for university-sanctioned activities:** In compliance with [ACD 304-02](#), students who participate in university-sanctioned activities that require classes to be missed, should be given opportunities to make up examinations and other graded in-class work. However, absence from class or examinations due to university-sanctioned activities does not relieve students from responsibility for any part of the coursework required during the period of the absence.
- **Eligibility to use office hours for help with coursework** includes having regular classroom attendance for the entire class period.

Participation/Exams/Quizzes/Late/Missed Assignments:

The student is responsible for completing all assignments. *Late assignments will **not** be accepted. If you miss a class in which an assignment was distributed and assigned, then your completed assignment will not be accepted for a grade.*

Participation:

Participation points will be awarded every class meeting. You must be actively participating in class to earn these points. EACH group member's NAME and DATE must be in the EMAIL submitted by ONE person who is in the group for the activity of the day's efforts. This email must be sent within 15 minutes of the class's ending for that day.

Write the activity's work that you and your partners do using the Whiteboard feature. You must **SAVE** this whiteboard by using the **SAVE** option on the **ANNOTATE** bar.

Quizzes:

Quizzes will be given every week. The quiz could be administered at any time during the class meeting time. To ensure you do not miss the assessment, please be present during the entire class time. Always circle or box your final calculated answers. All quizzes must be completed in pen. You may create your answers in pencil first and then write over them in pen.

Quizzes will be a pair effort because the quizzes are directly reflected on already completed homework-like problems. These pairs will be dynamically created via Breakout Rooms in Zoom.

Your quiz **MUST** be **ONE** scanned PDF document that you will email me at the required time. I will **NOT** accept photos that are attached to an email. If that is submitted, then your grade will be a **ZERO**. **BOTH** names must be on the submitted quiz for each of you to receive credit.

For example, the title of the email that contains your PDF file must be "MAT 265 Quiz #1 August 20". All group members' names **MUST** be in the body of the email to receive credit.

Late quiz submissions will **NOT** be accepted and will be given a **ZERO** grade. Keep in mind that documents are time-stamped when created/saved and emailed.

Your lowest quiz score will be dropped. There will be no “makeups” for missed assessments nor will “redos” be offered for low scores that are earned.

You have three options in completing your quiz:

- A) (preferable) Print out and write the quiz solutions on the printed copy (you and your partner will communicate in developing the solutions to the quiz) and boxing your final answers.
or
- B) Write the solutions that you and your partner(s) agree upon on a piece of paper, making sure to box your final answers
or
- C) Write the solutions that you and your partner(s) agree upon using the Whiteboard feature, making sure to box your final answers

Then, you create a single PDF file:

- A) Take pictures of the assessment and scan to a single PDF using an app on your phone
or
- B) Use a scanner to scan the document to a single PDF file
or
- C) Save the whiteboard that is used in the Breakout Room (on the far right of the Annotate bar, there is a “Save” option)

Ensure that both of your names are on the assessment **AND** in the body of the email prior to emailing your completed assessment to katherine.czeranko@asu.edu with the class name and the title of the assessment as the subject. Example: For Quiz #1, you’d entitle the email’s subject as MAT 265 Quiz #1

Exams

Each exam is to be completed by the student with no additional help. **All exams must be completed in pen. You may create your answers in pencil first and then write over them in pen.**

NO exam scores will be dropped. There will be no “makeups” for missed tests nor will “redos” be offered for low scores that are earned.

Your test **MUST** be **ONE** scanned PDF document that you will email me at the required time. I will **NOT** accept photos that are attached to an email. Late exam submissions will **NOT** be accepted and will be given a **ZERO** grade. Keep in mind that documents are time-stamped when created/saved and emailed.

Your camera must be on during the entire time you are taking the test for exam monitoring.

You have two options in completing your exam:

- A) (preferable) Print out the test and writing the test on the printed copy or

- B) Write the answers to the exam on pieces of paper that reflect the pages of the exam.
(Page 1 of the exam would be written/completed/answered on one page of an 8 1/2" x 11" sheet of paper. Page 2 of the exam would be written/completed/answered on the second page of an 8 1/2" x 11" sheet of paper and so on)
- a. If you write the solutions on a tablet, be sure to insert page breaks that correspond to the pages of the exam.

Then, you create a single PDF file by:

- A) Taking pictures of the assessment and scan to a single PDF using an app on your phone
or
B) Using a scanner to scan the document to a single PDF file

Ensure that your name is on the assessment **AND** in the body of the email prior to emailing it to katherine.czeranko@asu.edu with the class name and the title of the assessment as the subject.
Example: For Exam #1, you'd entitle the email's subject as MAT 265 Exam #1

Disability Accommodations:

Students who feel they may need a disability accommodation(s) in class must provide documentation from the Disability Resource Center to the class instructor verifying the need for an accommodation and the type of accommodation that is appropriate.

Students who desire accommodations for a disability should contact DRC as early as possible (i.e., before the beginning of the semester) to assure appropriate accommodations can be provided. It is the student's responsibility to make the first contact with the DRC.

Academic Integrity:

Academic honesty is expected of all students in all examinations, papers, laboratory work, academic transactions and records. The possible sanctions include, but are not limited to, appropriate grade penalties, course failure (indicated on the transcript as a grade of E), course failure due to academic dishonesty (indicated on the transcript as a grade of XE), loss of registration privileges, disqualification and dismissal. For more information, see <http://provost.asu.edu/academicintegrity>.

If you fail to meet the standards of academic integrity in any of the criteria listed on the university policy website, sanctions will be imposed by the instructor, school, and/or dean.

Academic dishonesty includes borrowing ideas without proper citation, copying others' work (including information posted on the internet), and failing to turn in your own work for group projects. Please be aware that if you follow an argument closely, even if it is not directly quoted, you must provide a citation to the publication, including the author, date and page number. If you directly quote a source, you must use quotation marks and provide the same sort of citation for each quoted sentence or phrase. You may work with other students on assignments, however, all writing that you turn in must be done independently.

If you have any doubt about whether the form of cooperation you contemplate is acceptable, ask the TA or the instructor in advance of turning in an assignment. Please be aware that the work of

all students submitted electronically can be scanned using SafeAssignment, which compares them against everything posted on the internet, online article/paper databases, newspapers and magazines, and papers submitted by other students (including yourself if submitted for a previous class).

Turning in an assignment (all or in part) that you completed for a previous class is considered self-plagiarism and falls under these guidelines. Any infractions of self-plagiarism are subject to the same penalties as copying someone else's work without proper citations.

Students who have taken this class previously and would like to use the work from previous assignments should contact the instructor for permission to do so.

Prohibition of Commercial Note Taking Services:

In accordance with [ACD 304-06 Commercial Note Taking Services](#), written permission must be secured from the official instructor of the class in order to sell the instructor's oral communication in the form of notes. Notes must have the note taker's name as well as the instructor's name, the course number, and the date.

Course Access

Your ASU courses can be accessed by both my.asu.edu and asu.instructure.com; bookmark both in the event that one site is down.

Computer Access Requirements

ASU Sync classes can be live streamed anywhere with the proper technology. We encourage you to use a PC or Apple laptop or desktop equipped with a built-in or standalone webcam. You will need an internet connection that can effectively stream live broadcasts. It is recommended that your internet download speed is at least 5.0 mbps. You can use this [tool to test your current connection](#).

We do not recommend the use of iPads or Chromebooks for ASU Sync because these devices do not work for class exams that may be proctored remotely.

If you are not able to personally finance the equipment that you need to attend class via ASU Sync, ASU has a laptop and WiFi hotspot checkout program available through [ASU Library](#).

Who is eligible?

- Any currently enrolled ASU student is eligible to checkout a laptop or WiFi hotspot. The current availability of laptops can be found [here](#).

Borrowing and returning laptop rules

- Laptops are lent on a first-come, first-serve basis, and cannot be reserved in advance. They can be returned at any time, but will be due at the conclusion of the fall 2020 semester.
- Rentals are limited to one laptop per student.

- Laptops are available for checkout at the following libraries on all four campuses: ([Please check online for current library hours](#))
 - Downtown Phoenix campus Library
 - Polytechnic campus Library
 - Tempe: Hayden and Noble Libraries
 - West campus: Fletcher Library
- Return laptops to any ASU Library Information Desk (not at the drop box or other location)
- [Refer to ASU Library Computer Use Policy and ASU Computer, Internet, and Electronic Communications Policy](#).
- Borrowers are responsible for loss, damage, and theft of the laptop while in their possession. Borrowers should verify the condition of the laptop at the time of check-out and upon check-in.

Additional Requirements

This course requires the following technologies:

- Web browsers ([Chrome](#), [Mozilla Firefox](#), or [Safari](#))
- [Adobe Acrobat Reader](#) (free)
- [Adobe Flash Player](#) (free)
- Webcam, microphone, headset/earbuds, and speaker
- Microsoft Office ([Microsoft 365 is free](#) for all currently-enrolled ASU students)
- Reliable broadband internet connection (DSL or cable) to stream videos.

Note: A smartphone, iPad, Chromebook, etc. will not be sufficient for completing your work in an online environment. Although you will be able to access course content with mobile devices, you must use a computer for all assignments, quizzes, and virtual labs completed in Canvas.

Student Success

To be successful:

- check the course daily
- read announcements
- read and respond to course email messages as needed
- complete assignments by the due dates specified
- communicate regularly with your instructor and peers
- create a study and/or assignment schedule to stay on track
- access [ASU Online Student Resources](#) or [CISA Academic Resources](#)

Assignments and Exams

Course Grading System:

Grades will be determined by the points you accumulate:

Tests: Each worth 100-150 points

Final Exam: 200 points

Quizzes: 25 points each

Participation: 5 points for each class meeting

A+	97%	B+	87%	C+	75%
A	93%	B	83%	C	68%
A-	90%	B-	80%	D	58%

E	Failure
XE	Failure due to Academic Dishonesty
Y	Satisfactory

For your own protection, you should keep a copy of everything you hand in, and you should keep your graded assignments at least until grades are finalized at the end of the semester, and in the event you wish to contest any grades.

Course Schedule

Approximate Date	Topic	Text	Assignments
Aug. 20	Introductions Functions	1.1	Homework Read Syllabus
Aug. 25	Catalog of Essential Functions	1.2	Homework
Aug. 27	Exponential Functions Inverse Functions and Logarithms Homework Quiz #1	3.1 3.2	Homework
Sept. 1	Exponential Growth and Decay	3.4	Homework
Sept. 3	The Limit of a Function Homework Quiz #2	1.3	Homework
Sept. 7	Labor Day	No	Classes
Sept. 8	Calculating Limits	1.4	<i>Homework</i>
Sept. 10	Continuity Homework Quiz #3	1.5	Homework
Sept. 15	Limits Involving Infinity	1.6	Homework
Sept. 17	Homework Quiz #4	2.1	Homework

	Derivatives and Rates of Change		
Sept. 22	Review		Homework Study for Test
Sept. 24	Test #1		
Sept. 29	Derivatives and Rates of Change The Derivative as a Function	2.1 2.2	Homework
Oct. 1	Homework Quiz #5 Basic Differentiation Formulas/The Product and Quotient Rules	2.3 2.4	Homework
Oct. 6	Basic Differentiation Formulas/The Product and Quotient Rules	2.3 2.4	Homework

Oct. 8	Homework Quiz #6 The Chain Rule	2.5	Homework
Oct. 13	The Chain Rule	2.5	Homework
Oct. 15	Homework Quiz #7 Implicit Differentiation	2.6	Homework
Oct. 20	Implicit Differentiation	2.6	Homework
Oct. 22	Homework Quiz #8 Related Rates	2.7	<i>Homework</i>
Oct. 27	Related Rates	2.7	Homework
Oct. 29	Homework Quiz #9 Derivatives and Logarithms and Exponents	3.3	Homework
Nov. 3	Derivatives and Logarithms and Exponents	3.3	

Nov. 5	Homework Quiz #10 Inverse Trigonometric Functions, Maximum and Minimum Values	3.5 4.1	Homework
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Nov. 10	Review		Study for Test
Nov. 12	Test #2		
Nov. 17	Maximum and Minimum Values, Derivatives and the Shapes of Graphs, Curve Sketching	4.1 4.3 4.4	Homework
Nov. 19			
Nov. 24	Homework Quiz #11 Antiderivatives	4.7	
Nov. 26-27	Thanksgiving	No	Classes
Dec. 1	Areas and Distances, The Definite Integral, Evaluating Definite Integrals	5.1 5.2 5.3	Homework
Dec. 3	Homework Quiz #12 Review		
Dec 10	Final Exam 07:30 – 09:00	Happy	Holidays!

I reserve the right to alter any or the entire above schedule as necessary to meet the needs of this class.

MAT 265 Exercises

Section	<i>Exercise Set</i>
1.1	1 – 53 every other odd, 57, 59, 61
1.2	1 – 53 every other odd
3.1	3 – 9 odd, 13, 15, 17
3.2	1 – 13 every other odd, 19 – 23 odd, 43 – 53 odd, 61, 63, 65
3.4	1, 8, 10
1.3	1 – 9 odds, 11, 12
1.4	1, 2, 11 – 27 odd
1.5	3, 5, 7, 10, 15, 17
1.6	1 – 7 odd
Review	Ch. 1 #1 – 19 odd, Ch. 3 #5 – 15 odd
2.1	1 – 9 every other odd, 11, 15, 17, 19, 21 – 29 odd, 45
2.2	1 – 11 odd, 19 – 25 odd, 33, 35
2.3	1 – 33 every other odd, 39, 41, 45, 51, 54
2.4	1 – 29 every other odd, 41, 48
2.5	1 – 49 every other odd, 52, 59, 61, 66
2.6	3 – 27 odd, 39
2.7	1 – 13 every other odd
Review	Ch. 2 #1 – 63 odd, 64
3.3	1 – 41 every other odd, 45, 51 – 59 odds, 65
3.4	2 – 10 even
3.5	1 – 5 odd, 17, 19, 21, 25, 27
Review	Ch. 3 #17 – 37 odd, 55
4.1	1 – 11 odd, 23 – 47 odd, 57, 58
4.3	1 – 11 odd, 17, 19, 21, 25 – 37 odds (omit 35)
4.4	1 – 17 every other odd
4.5	1, 3, 7, 11
4.7	1 – 17 odd (skip 11)
Review	Ch. 4 #1 – 7 odd, 15 – 23 odd, 39
5.1	7, 9, 11
5.2	1 – 9 odds
5.3	1 – 17 odds

It is suggested that the review exercises at the end of each chapter be done before each test!

I reserve the right to alter any of the assignments as necessary to meet the needs of this class.

Drop and Add Dates/Withdrawals

If you are unable to take this course for any reason, be aware that there is a limited timeline to [drop or add the course](#). Consult with your advisor and notify your instructor to add or drop this course. If you are considering a withdrawal, review the following ASU policies: [Withdrawal from Classes](#), [Withdrawing as a Financial Aid Recipient](#), [Medical/Compassionate Withdrawal](#), and a [Grade of Incomplete](#).

Grade Appeals

Students must first speak with the instructor of the class to discuss any disputed grades. If, after review, a resolution is not achieved students may proceed with the appeal process. Student grade appeals must be processed in the regular semester immediately following the issuance of the grade in dispute (by commencement for fall or spring), regardless whether the student is enrolled at the university. Complete details are available in the [CISA Grade Appeals policy](#).

Harassment Prohibited

ASU policy prohibits harassment on the basis of race, sex, gender identity, age, religion, national origin, disability, sexual orientation, Vietnam era veteran status, and other protected veteran status. Violations of this policy may result in disciplinary action, including termination of employees or expulsion of students. Students are encouraged to report harassment to instructors and the Dean of Students Office.

Student Conduct and Academic Integrity

ASU and the College of Integrative Sciences and Arts expects and requires its students to act with honesty, integrity, and respect. Required behavior standards are listed in the [Student Code of Conduct and Student Disciplinary Procedures](#), [Computer, Internet, and Electronic Communications policy](#), [ASU Student Academic Integrity Policy](#), and outlined by the [Office of Student Rights & Responsibilities](#). Anyone in violation of these policies is subject to sanctions. [Students are entitled to receive instruction free from interference](#) by other members of the class. An instructor may withdraw a student from the course when the student's behavior disrupts the educational process per [Instructor Withdrawal of a Student for Disruptive Classroom Behavior](#). The Office of Student Rights and Responsibilities accepts [incident reports](#) from students, faculty, staff, or other persons who believe that a student or a student organization may have violated the Student Code of Conduct.

Students must refrain from uploading to any course shell, discussion board, or website used by the course instructor or other course forum, material that is not the student's original work, unless the students first comply with all applicable copyright laws; faculty members reserve the right to delete materials on the grounds of suspected copyright infringement. Academic honesty is expected of all students in all examinations, papers, laboratory work, academic transactions and records. The possible sanctions include, but are not limited to, appropriate grade penalties, course failure (indicated on the transcript as a grade of E), course failure due to academic

dishonesty (indicated on the transcript as a grade of XE), loss of registration privileges, disqualification and dismissal. For more information, see provost.asu.edu/academicintegrity. If you fail to meet the standards of academic integrity in any of the criteria listed on the university policy website, sanctions will be imposed by the instructor, college, and/or dean. Academic dishonesty includes, but is not limited to, cheating on an academic evaluation or assignment, plagiarizing, academic deceit (such as fabricating data or information), or falsifying academic records. Turning in an assignment (all or in part) that you completed for a previous class is considered self-plagiarism and falls under these guidelines. Any infractions of self-plagiarism are subject to the same penalties as copying someone else's work without proper citations. Students who have taken this class previously and would like to use the work from previous assignments should contact the instructor for permission to do so. If you have any questions about your work and the academic integrity policy, please discuss your assignment or concerns with your instructor, teaching assistant, or your college Academic Integrity Officer in advance of submitting an assignment. Student resources on Sun Devil Integrity and strategies for completing your work with integrity and avoiding plagiarism are available here: ASU Student Resources for Academic Integrity or provost.asu.edu/academicintegrity for more information.

Title IX

[Title IX of the Education Amendments of 1972](#) protects individuals from discrimination based on sex in any educational program or activity operated by recipients of federal financial assistance. Sexual harassment, which includes acts of sexual violence, is a form of sex discrimination prohibited by Title IX. ASU does not discriminate on the basis of sex in the employment, education programs or activities it operates.

ASU is committed to providing an environment free from discrimination based on sex and provides a number of resources and services to assist students, faculty and staff in addressing issues involving sex discrimination, including sexual violence. All ASU employees are mandatory reporters and are obligated to report any information they become aware of regarding alleged acts of sexual discrimination, including sexual violence and dating violence.

“As a mandated reporter, I am obligated to report any information I become aware of regarding alleged acts of sexual discrimination, including sexual violence and dating violence. ASU Counseling Services, eoss.asu.edu/counseling, is available if you wish to discuss any concerns confidentially and privately.”

Sexual violence, sexual harassment, stalking and relationship violence have a profound impact on a victim's academic, social, working, and personal life, and negatively affects victims' friends and families, other students, co-workers, and members of the university community. To combat this complex social problem, ASU provides a variety of [resources](#) and [educational programs](#) designed to prevent sexual violence and other acts of sexual misconduct, including sexual harassment, provide information about what to do when an incident has occurred, and increase awareness of campus and community resources for support and response.

Victims of sexual violence, sexual harassment, stalking and relationship violence are encouraged to seek support and report the incident. ASU Counseling Services is available if you wish to discuss any concerns confidentially and privately. ASU has appointed a Title IX Coordinator to

oversee ASU response to Title IX complaints, develop training and education programs/materials for faculty, staff and students, as well as monitor trends and effectiveness of Title IX education efforts. If you or someone you know has been harassed on the basis of sex or sexually assaulted, you can find information and resources at sexualviolenceprevention.asu.edu/faqs.

Inquiries concerning the application of Title IX may be referred to the Title IX Coordinator or to the U.S. Department of Education, Office of Civil Rights.

Disability Accommodations

Qualified students with disabilities who will require disability accommodations in this class are encouraged to make their requests to me at the beginning of the semester either during office hours or by appointment. Note: Prior to receiving disability accommodations, verification of eligibility from the Disability Resource Center (DRC) is required. Disability information is confidential.

Disability Resource Center (eooss.asu.edu/drc)

Email: DRC@asu.edu

DRC Phone: 480-965-1234

DRC FAX: 480-965-0441

Statement on Inclusion

Arizona State University is deeply committed to positioning itself as one of the great new universities by seeking to build excellence, enhance access and have an impact on our community, state, nation and the world. To do that requires our faculty and staff to reflect the intellectual, ethnic and cultural diversity of our nation and world so that our students learn from the broadest perspectives, and we engage in the advancement of knowledge with the most inclusive understanding possible of the issues we are addressing through our scholarly activities. We recognize that race and gender historically have been markers of diversity in institutions of higher education. However, at ASU, we believe that diversity includes additional categories such as socioeconomic background, religion, sexual orientation, gender identity, age, disability, veteran status, nationality and intellectual perspective.

Mental Health

As a student, like anyone else, you may experience a range of challenges that can interfere with learning, such as strained relationships, increased anxiety, substance use, feeling down, difficulty concentrating and/or lack of motivation. These emotional health concerns or stressful events may diminish your academic performance and/or reduce your ability to participate in daily activities. ASU Counseling Services provides counseling and crisis services for students who are experiencing a mental health concern. Any student may call or walk-in to any ASU counseling center for a same day or future appointment to discuss any personal concern. Here is the Web site: eooss.asu.edu/counseling. After office hours and 24/7 ASU's dedicated crisis line is available for crisis consultation by calling 480-921-1006.

Establishing a Safe Environment

Learning takes place best when a safe environment is established in the classroom. In accordance with SSM 104-02 of the Student Services Manual, students enrolled in this course have a responsibility to support an environment that nurtures individual and group differences and encourages engaged, honest discussions. The success of the course rests on your ability to create a safe environment where everyone feels comfortable to share and explore ideas. We must also be willing to take risks and ask critical questions. Doing so will effectively contribute to our own and others intellectual and personal growth and development. We welcome disagreements in the spirit of critical academic exchange, but please remember to be respectful of others' viewpoints, whether you agree with them or not.

All incidents and allegations of violent or threatening conduct by an ASU student (whether on- or off-campus) must be reported to the ASU Police Department (ASU PD) and the Office of the Dean of Students. If either office determines that the behavior poses or has posed a serious threat to personal safety or to the welfare of the campus, the student will not be permitted to return to campus or reside in any ASU residence hall until an appropriate threat assessment has been completed and, if necessary, conditions for return are imposed. ASU PD, the Office of the Dean of Students, and other appropriate offices will coordinate the assessment in light of the relevant circumstances.

Prohibition of Commercial Notetaking Services

In accordance with [ACD 304-06 Commercial Note Taking Services](#), written permission must be secured from the official instructor of the class in order to sell the instructor's oral communication in the form of notes. Notes must have the note taker's name as well as the instructor's name, the course number, and the date.

Course Evaluation

Students are expected to complete the course evaluation. The feedback provides valuable information to the instructor and the college and is used to improve student learning. Students are notified when the online evaluation form is available. The results are always anonymous and cannot be reviewed by the instructor/department until after final grades have been posted.

Trigger Warning

Please note that some course content may be deemed offensive by some students, although it is not my intention to offend anyone. In addition, some materials that we link with online might also be considered offensive, troubling, or difficult to review in terms of language or graphics. I attempt to provide warnings when introducing this kind of material; yet if I forget to do so, or if something else (in my materials or posts from fellow students) seems offensive, please contact me at EMAIL@asu.edu, or the faculty head, NAME.

Academic Affairs Manual

For a complete guide to Arizona State University course policies, please refer to the [Academic Affairs Manual \(ACD\)](#)

Title IX

Title IX is a federal law that provides that no person be excluded on the basis of sex from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity. Both Title IX and university policy make clear that sexual violence and harassment based on sex is prohibited. An individual who believes they have been subjected to sexual violence or harassed on the basis of sex can seek support, including counseling and academic support, from the university. If you or someone you know has been harassed on the basis of sex or sexually assaulted, you can find information and resources at <https://sexualviolenceprevention.asu.edu/faqs>.

As a mandated reporter, I am obligated to report any information I become aware of regarding alleged acts of sexual discrimination, including sexual violence and dating violence. ASU Counseling Services, <https://eoss.asu.edu/counseling>, is available if you wish to discuss any concerns confidentially and privately. ASU online students may access 360 Life Services, <https://goto.asuonline.asu.edu/success/online-resources.html>.

Student Resources

For more information about the university's plans for fall, please visit <https://www.asu.edu/about/fall-2020> and <https://eoss.asu.edu/health/announcements/coronavirus/faqs>.

Your health and safety and your success in this course and at ASU are our top priorities. Please know that ASU students have access to a number of university resources. Visit <https://eoss.asu.edu/resources> to contact offices for ASU Counseling Services, Student Advocacy and Assistance, ASU Health Services, Financial Aid, and many more.

Syllabus Disclaimer

The syllabus is a statement of intent and serves as an implicit agreement between the instructor and the student. Every effort will be made to avoid changing the course schedule but the possibility exists that unforeseen events will make syllabus changes necessary. Remember to check your ASU email and the course site often.