**[Course Number and Name]**

[Spring/Summer/Fall] Semester 20[XX]

[Meeting Days], [Time – Time]; [Room]

**Instructor:**

**Email:**

**Phone Number:**

**Office Hours:**

**Office Location:**

**Zoom/IM/Canvas Conference Office Hours:**

[It’s good practice to identify your preferred method of contact/communication.]

**Required Materials**

[List references for books and other materials for the course here.]

**Course Description**

[The description should be from the course catalog; for courses that are special topics your department should approve the description. Here you should also indicate whether the course meets a GE requirement, what the pre/co-requisites are, and how many credit hours the course is too.]

**Course Outcomes**

[Learning outcomes should be phrased with active terminology. Ensure these learning outcomes map to course assessments, so you can measure student success in attaining these.]

By the end of this course, you will be able to:

 • …[example] identify the six major components of…

 • …

 • …

 • …

**Teaching and Learning Methods**

[Briefly list how you envision running this course. How will you teach this course – mostly lecture, discussions, exploring case studies, experiential learning, problem-based learning, etc.? How do you want students to be engaged? You might also insert a brief paragraph reflecting your teaching philosophy here.]

*Attendance & Punctuality:* [According to University policy, “***Instructors must communicate any particular attendance requirements of the course to students in writing on or before the first class meeting”***(PPM, Policy 6-100III-O)].

**Course Policies**

[Policies vary from course to course; here are some possible categories. Also, this can address faculty and student responsibilities – so you can add expectations about work outside of class, your grading turn around time, etc. – general expectations for instructor and students.]

*Participation:*

*Food & Drink:*

*Electronic Devices in Class:*

*Canvas*:

*Etc.:*

**Assignments**

[You can provide entire summary/details of assignments here or provide brief overview and elaborate in class, on handouts, or in Canvas.]

Assignment Title [Repeat as necessary for each assignment.]

Description, details, due dates, etc.

**Grading Policy (Evaluation Methods & Criteria)**

[Depending on your approach – percentages, numeric values, scale you will use, any details about curves, etc.]

## **Course Schedule**

[List the agenda for the semester including when and where the final exam will be held.]

**Date Topic/Discussion Reading**

***Week 1:***

Mon Jan 7 Course Introduction and

Syllabus/Schedule Review

Wed Jan 9 Important Definitions for the Course Chapter 1

***Week 2:***

***Week 3:***

***Week 4:***

***Week 5:***

***Week 6:***

***Week 7:***

***Week 8:***

***Week 9:***

***Week 10:***

***Week 11:***

***Week 12:***

***Week 13:***

***Week 14:***

***Week 15:***

***Week 16:***

***Finals Week:***

Note: This syllabus is meant to serve as an outline and guide for our course. Please note that I may modify it with reasonable notice to you. I may also modify the Course Schedule to accommodate the needs of our class. Any changes will be announced in class and posted on Canvas under Announcements.

**University Policies**

[The following statements are **required** on every course syllabus.]

1. ***The Americans with Disabilities Act***. The University of Utah seeks to provide equal access to its programs, services, and activities for people with disabilities. If you will need accommodations in this class, reasonable prior notice needs to be given to the Center for Disability & Access, 162 Olpin Union Building, (801) 581-5020. CDS will work with you and the instructor to make arrangements for accommodations. All written information in this course can be made available in

an alternative format with prior notification to the Center for Disability & Access.

* ***If in-class attendance is a necessary component of the course for pedagogical reasons (e.g., laboratories, studios, or artistic training), state it explicitly.***

***Use this standard language: “****Given the nature of this course, attendance is required and adjustments cannot be granted to allow non-attendance. However, if you need to seek an ADA accommodation to request an exception to this attendance policy due to a disability, please contact the* [*Center for Disability and Access*](https://disability.utah.edu/) *(CDA). CDA will work with us to determine what, if any, ADA accommodations are reasonable and appropriate*

[*Strongly recommended*] ***Basic Needs Student Support Statement***. Success at The University of Utah includes learning about and using available resources. The [Basic Needs Collective](https://basicneeds.utah.edu/index.php) (BNC) is a coordinated resource referral hub. They educate about and connect students to campus and community resources to help them meet their basic needs. As a central location for resource referrals related to food, housing, health insurance, managing finances, legal services, mental health, etc., any student experiencing difficulty with basic needs is encouraged to contact them. Drop into their office located in the Union basement or schedule with them online for an in-person or virtual visit through their webpage: <https://basicneeds.utah.edu/>.

[*recommended addendum*] In compliance with ADA requirements, some students may need to record course content. Any recordings of course content are for personal use only, should not be shared, and should not be made publicly available. In addition, recordings should be destroyed at the conclusion of the course

1. ***University Safety Statement.*** The University of Utah values the safety of all campus community members. To report suspicious activity or to request a courtesy escort, call campus police at 801-585-COPS (801-585-2677). You will receive important emergency alerts and safety messages regarding campus safety via text message. For more information regarding safety and to view available training resources, including helpful videos, visit <https://safeu.utah.edu>
2. ***Addressing Sexual Misconduct***. Title IX makes it clear that violence and harassment based on sex and gender (which Includes sexual orientation and gender identity/expression) is a civil rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, color, religion, age, status as a person with a disability, veteran’s status or genetic information.  If you or someone you know has been harassed or assaulted, you are encouraged to report it to the Title IX Coordinator in the Office of Equal Opportunity and Affirmative Action, 383 South University Street, 801-581-8365, or the Office of the Dean of Students, 270 Union Building, 801-581-7066.  For support and confidential consultation, contact the Center for Student Wellness, 426 SSB, 801-581-7776.  To report to the police, contact the Department of Public Safety, 801-585-2677(COPS).
	1. [recommended addendum] **Lauren’s Promise**: Lauren’s Promise is a vow that anyone – faculty, staff, students, parents, and community members – can take to indicate to others that they represent a safe haven for sharing incidents of sexual assault, domestic violence, or stalking. Anyone who makes Lauren’s Promise vows to: 1.) listen to and believe those individuals who are being threatened or experiencing sexual assault, dating violence or stalking; 2.) represent a safe haven for sharing incidents of sexual assault, domestic violence, or stalking; and 3.) change campus culture that responds poorly to dating violence and stalking. By making Lauren’s Promise, individuals are helping to change campus cultures that respond poorly to dating violence and stalking throughout the nation.
3. ***Academic Misconduct Statement.*** It is expected that students adhere to University of Utah policies regarding academic honesty, including but not limited to refraining from cheating, plagiarizing, misrepresenting one's work, and/or inappropriately collaborating. This includes the use of generative artificial intelligence (AI) tools without citation, documentation, or authorization. Students are expected to adhere to the prescribed professional and ethical standards of the profession/discipline for which they are preparing. Any student who engages in academic dishonesty or who violates the professional and ethical standards for their profession/discipline may be subject to academic sanctions as per the University of Utah’s Student Code: <https://regulations.utah.edu/academics/6-410.php>

[The following statements **are encouraged** by the University for every syllabi. It is up to the instructors to determine if it is appropriate for their class.]

1. *[recommended]* ***Diversity Statement .*** I stand in support of compassion, dignity, value-of-life, equity, inclusion and justice for all individuals regardless of color, race/ethnicity, sexual orientation, religion, language, socioeconomic status, ability, gender, gender identity or expression, immigration status, or any type of marginalization. I stand in support of making our society more inclusive, just, and equitable for all individuals. I stand against individual and systemic racism in all its various forms.
2. *[recommended]* ***Undocumented Student Support Statement.*** Immigration is a complex phenomenon with broad impact—those who are directly affected by it, as well as those who are indirectly affected by their relationships with family members, friends, and loved ones. If your immigration status presents obstacles to engaging in specific activities or fulfilling specific course criteria, confidential arrangements may be requested from the Dream Center. Arrangements with the Dream Center will not jeopardize your student status, your financial aid, or any other part of your residence. The Dream Center offers a wide range of resources to support undocumented students (with and without DACA) as well as students from mixed-status families. To learn more, please contact the Dream Center at 801.213.3697 or visit dream.utah.edu.
3. *[recommended]* ***Drop/Withdrawal Policies.*** Students may drop a course within the first two weeks of a given semester without any penalties. Students may officially withdraw (W) from a class or all classes after the drop deadline through the midpoint of a course. A “W” grade is recorded on the transcript and appropriate tuition/fees are assessed. The grade “W” is not used in calculating the student’s GPA. For deadlines to withdraw from full-term, first, and second session classes, see the U's Academic Calendar.
4. *[recommended]* Other important information to consider including:
	1. Student Code: <http://regulations.utah.edu/academics/6-400.php>
	2. Accommodation Policy (see Section Q): <http://regulations.utah.edu/academics/6-100.php>
5. ***[****recommended****] Student Mental Health Resources***
* *If you need help dealing with burnout, anxiety, depression, isolation, and loneliness, or other mental health issues please, reach out. Here are some* [*campus mental health resources*](https://studentaffairs.utah.edu/mental-health-resources/index.php)*, including free counseling, trainings and other support.*
* *Consider participating in a*[*Mental Health First Aid*](https://studentaffairs.utah.edu/mental-health-first-aid.php)*or other*[*wellness-themed*](https://wellness.utah.edu/workshops-training/)*training provided by our Center for Student Wellness and sharing these opportunities with your peers, teaching assistants and department colleagues*
1. *[recommended]* ***Diverse Supports for Students.*** Your success at the University of Utah is important to all of us here! If you feel like you need extra support in academics, overcoming personal difficulties, or finding community, the U is here for you.

#### **Student Support Services (TRIO)**

TRIO federal programs are targeted to serve and assist low-income individuals, first-generation college students, and individuals with disabilities.

Student Support Services (SSS) is a TRIO program for current or incoming undergraduate university students who are seeking their bachelor's degree and need academic assistance and other services to be successful at the University of Utah.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**Student Support Services (TRIO)**
801-581-7188
[trio.utah.edu](https://trio.utah.edu/)
 Room 2075
     1901 E. S. Campus Dr.
     Salt Lake City, UT 84112

#### **American Indian Students**

The AIRC works to increase American Indian student visibility and success on campus by advocating for and providing student centered programs and tools to enhance academic success, cultural events to promote personal well-being, and a supportive “home-away-from-home” space for students to grow and develop leadership skills.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**American Indian Resource Center**
 801-581-7019
[diversity.utah.edu/centers/airc](https://diversity.utah.edu/centers/airc/)
Fort Douglas Building 622
     1925 De Trobriand St.
     Salt Lake City, UT 84113

#### **Black Students**

Using a pan-African lens, the Black Cultural Center seeks to counteract persistent campus-wide and global anti-blackness. The Black Cultural Center works to holistically enrich, educate, and advocate for students, faculty, and staff through Black centered programming, culturally affirming educational initiatives, and retention strategies.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**Black Cultural Center**
801-213-1441
[diversity.utah.edu/centers/bcc](https://diversity.utah.edu/centers/bcc/)
Fort Douglas Building 603
     95 Fort Douglas Blvd.
     Salt Lake City, UT 84113

#### **Students with Children**

Our mission is to support and coordinate information, program development and services that enhance family resources as well as the availability, affordability and quality of child care for University students, faculty and staff.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**Center for Childcare & Family Resources**
801-585-5897
[childcare.utah.edu](https://childcare.utah.edu/)
408 Union Building
    200 S. Central Campus Dr.
     Salt Lake City, UT 84112

#### **Students with Disabilities**

The Center for Disability & Access is dedicated to serving students with disabilities by providing the opportunity for success and equal access at the University of Utah. They also strive to create an inclusive, safe, and respectful environment.

For more information about what support they provide and links to other resources, view their website or contact:

**Center for Disability & Access**
801-581-5020
[disability.utah.edu](https://disability.utah.edu/)
162 Union Building
    200 S. Central Campus Dr.
     Salt Lake City, UT 84112

#### **Students across Intersectional Identities and Experiences**

The Center for Equity & Student Belonging (CESB) creates community and advocates for academic success and belonging for students across inter-sectional identities and experiences among our African, African American, Black, Native, Indigenous, American Indian, Asian, Asian American, Latinx, Chicanx, Pacific Islander, Multiracial, LGBTQ+, Neurodiverse and Disabled students of color.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**Center for Equity and Student Belonging (CESB)**
801-581-8151
[diversity.utah.edu/centers/CESB/](https://diversity.utah.edu/centers/cesa/)
 235 Union Building
    200 S. Central Campus Dr.
     Salt Lake City, UT 84112

#### **English as a Second/Additional Language (ESL) Students**

If you are an English language learner, there are several resources on campus available to help you develop your English writing and language skills. Feel free to contact:

**Writing Center**801-587-9122
[writingcenter.utah.edu](http://writingcenter.utah.edu/)
2701 Marriott Library
     295 S 1500 E
     Salt Lake City, UT 84112

**English Language Institute**801-581-4600
[continue.utah.edu/eli](http://continue.utah.edu/eli)
540 Arapeen Dr.
     Salt Lake City, UT 84108

#### **Undocumented Students**

Immigration is a complex phenomenon with broad impact—those who are directly affected by it, as well as those who are indirectly affected by their relationships with family members, friends, and loved ones. If your immigration status presents obstacles that prevent you from engaging in specific activities or fulfilling specific course criteria, confidential arrangements may be requested from the Dream Center.

**Arrangements with the Dream Center will not jeopardize your student status, your financial aid, or any other part of your residence.** The Dream Center offers a wide range of resources to support undocumented students (with and without DACA) as well as students from mixed-status families.

For more information about what support they provide and links to other resources, view their website or contact:

**Dream Center**801-581-3470
[dream.utah.edu](http://dream.utah.edu/)
 1120 Annex (Wing B)
     1901 E. S. Campus Dr.
     Salt Lake City, UT 84112

#### **LGBTQ+ Students**

The LGBTQ+ Resource Center acts in accountability with the campus community by identifying the needs of people with a queer range of [a]gender and [a]sexual experiences and responding with university-wide services.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**LGBTQ+ Resource Center**
801-587-7973
[lgbt.utah.edu (Links to an external site.)](http://lgbt.utah.edu/)
409 Union Building
    200 S. Central Campus Dr.
     Salt Lake City, UT 84112

#### **Veterans & Military Students**

The mission of the Veterans Support Center is to improve and enhance the individual and academic success of veterans, service members, and their family members who attend the university; to help them receive the benefits they earned; and to serve as a liaison between the student veteran community and the university.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**Veterans Support Center**
801-587-7722
[veteranscenter.utah.edu](http://veteranscenter.utah.edu/) (Links to an external site.)
418 Union Building
    200 S. Central Campus Dr.
     Salt Lake City, UT 84112

#### **Women**

The Women’s Resource Center (WRC) at the University of Utah serves as the central resource for educational and support services for women. Honoring the complexities of women’s identities, the WRC facilitates choices and changes through programs, counseling, and training grounded in a commitment to advance social justice and equality.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**Women's Resource Center**
801-581-8030
[womenscenter.utah.edu](https://womenscenter.utah.edu/)
411 Union Building
     200 S. Central Campus Dr.
     Salt Lake City, UT 84112

#### **Food Pantry**

The University of Utah food pantry provides non-perishable, nourishing food for our students, their families, faculty, and staff.

For more information about what support they provide and links to other resources, view their website:

**Feed U Pantry**
feedufoodpantry@gmail.com
[union.utah.edu/resources-spaces/feed-u-pantry/hours-about-us/](https://union.utah.edu/resources-spaces/feed-u-pantry/hours-about-us/)
Union Building ( Pantry is located on the basement level)
     200 S. Central Campus Dr.
     Salt Lake City, UT 84112

#### **Tutoring**

The Learning Center offers free services to currently-enrolled University of Utah students.

For more information about what support they provide and links to other resources, view their website.

**Learning Center**
801-581-5153
[learningcenter.utah.edu](https://learningcenter.utah.edu/#LearningCenterServices)
1705 J. Willard Marriott Library
     295 S. 1500 E
     Salt Lake City, UT 84112

#### **Other Student Groups at the U**

To learn more about some of the other resource groups available at the U, check out:

[getinvolved.utah.edu/](https://getinvolved.utah.edu/)

  [studentsuccess.utah.edu/resources/student-support](https://studentsuccess.utah.edu/resources/student-support/)