



**POSC 3353-P01 U.S. Foreign Policy  
Fall 2022**

**Course Information** This course in U.S. Foreign Policy satisfies a major requirement for Political Science  
**Instructor:** Jeremy Matthew Berkowitz  
**Section # and CRN:** Section: P01 CRN: 17668  
**Office Location:** Woolfolk 204  
**Office Phone:** N/A  
**Email Address:** jeberkowitz@pvamu.edu  
**Office Hours:** MWF 11:00 AM – 1:00 PM (In-person and via Zoom)  
**Mode of Instruction:** In-person  
**Course Location:** Sam R Collins Engr Tech Bldg 331  
**Class Days & Times:** MWF 10:00 AM – 10:50 AM  
**Catalog Description:** Provides an in-depth introduction to theories and concepts of U.S. foreign policy and international relations, historical insights through primary sources and present, exposure to major debates and issues such as isolationism, imperialism, counter-terrorism, and the role of domestic politics.

**Prerequisites:** N/A  
**Co-requisites:** N/A  
**Required Text(s):** There are no books that require purchase for this class. All readings will be uploaded to Ecourses prior to the start of the semester. All students are expected to have completed the assigned readings prior to the class they are discussed.  
**Recommended Text(s):** N/A

**Student Learning Outcomes**

	<b>Upon successful completion of this course, students will be able to:</b>	<b>Program Learning Outcome # Alignment</b>	<b>Core Curriculum Outcome Alignment</b>
<b>1</b>	Define foreign policy and give examples of U.S. Foreign Policy	SLO #1	Critical Thinking
<b>2</b>	Understand and explain debates and schools of thought regarding U.S. Foreign Policy approaches	SLO #3	Critical Thinking
<b>3</b>	Explain the historical and contemporary events in U.S. Foreign Policy, including through examination of primary sources.	SLO #4	Critical Thinking
<b>4</b>	Identify and analyze the role of domestic political issues, including race, in U.S. Foreign Policy	SLO #1	Critical Thinking
<b>5</b>	Identify important international issues associated with U.S. Foreign Policy	SLO #4	Social Responsibility
<b>6</b>	Identify future U.S. Foreign Policy considerations and discuss how they can be analyzed using concepts and theories introduced in class.	SLO #4	Critical Thinking, Communication
<b>7</b>	Write short summaries of materials discussed in class and analyze the policy implications of the core argument of the materials.	SLO #3	Communication
<b>8</b>	Write a research paper outlining a clear hypothesis relating to U.S. foreign policy	SLO #2	Communication
<b>9</b>	Properly document a research paper with a reference list and in-text citations.	SLO #2	Personal Responsibility

## Major Course Requirements

**Method of Determining Final Course Grade:** The Final Course Grade is ONLY accessible through Panthertracks and Pvpanther. All grades will be posted on Ecourses, and there will be a live-updating estimate of your overall grade on the Ecourses page, but students should not solely rely upon that for evaluating their course grades. I strongly encourage students to calculate their own course grades using the grade calculator below.

Course Grade Requirement	Total (value of grade)
1) Attendance / Participation	10%
2) Quiz One	15%
3) Quiz Two	15%
4) Response Paper	20%
5) Hypothesis Testing Paper Proposal	05%
6) Hypothesis Testing Paper	30%
7) Plagiarism Test Certificate	05%
<b>Total Percentage:</b>	<b>100%</b>

**Grading criteria and conversion: A=90→100; B=80→89; C=70→79; D=60→69; F=below 60**

If a student has stopped attending the course at any point after the first day of class but did not officially withdraw from the course and has missed all assignments and exams and performed below the grade level of a D, a grade of FN (failed-non attendance) will be assigned for the final course grade to ensure compliance with the federal Title IV financial aid regulations. In contrast, if the student has completed all assignments and exams, but performed below the grade level of a D, a grade of F will be assigned for the final course grade.

**Detailed Description of Assignments: (Consult the Calendar below for all due dates!)**

### Assignment Title

### Description

**1. Attendance / Participation**  
(10% of final course grade)

Students will be required to attend class regularly, and are expected, but not required to read all class materials and engage with the in-class lecture and discussion questions. Following the end of the drop/add period, students will be expected to sign a participation sheet at the end of the lecture. Each class will count equally towards the final participation grade. Excused absences (see absence policy) will not be penalized.

**2. Quiz 1**  
(15% of final course grade)

Students will be required to complete two Quizzes held during the semester during Week 5 and Week 10. These Quizzes are short (20 multiple choice question) non-cumulative evaluations that are intended to encourage students to complete and comprehend the core arguments of the assigned readings in the weeks prior to the Quiz.

Quizzes can be completed at any point across a multiple-day period. Quizzes will be held online in the form of an eCourses quiz and will require you to have a consistent internet access. Detailed instructions for each exam will be provided at the start of each quiz.

Quizzes must be taken as scheduled in the Semester Calendar. The Quizzes cannot be retaken, and any extension must be requested and approved prior to the first day of the Quiz. No makeup examinations will be allowed except under documented emergencies (See Student Handbook).

**3. Quiz 2**  
(15% of final course grade)

Students will be required to complete two Quizzes held during the semester during Week 5 and Week 10. These Quizzes are short (20 multiple choice question) non-cumulative evaluations that are intended to encourage students to complete and comprehend the core arguments of the assigned readings in the weeks prior to the Quiz.

Quizzes can be completed at any point across a multiple-day period. Quizzes will be held online in the form of an eCourses quiz and will require you to have a consistent internet access. Detailed instructions for each exam will be provided at the start of each quiz.

Quizzes must be taken as scheduled in the Semester Calendar. The Quizzes cannot be retaken, and any extension must be requested and approved prior to the first day of the Quiz. No makeup examinations will be allowed except under documented emergencies (See Student Handbook).

**4. Response Paper**  
(20% of final course grade)

Students will submit a 4-5 page response paper assignment during the course of the semester. This assigned will involve selecting 2 readings from different weeks, briefly summarize their main points, and make a distinct political science argument that incorporates both of the readings. This assignment will be discussed in greater detail in-class, and will be due via Turnitin on November 18th at 11:59 PM.

**Content and Format Requirements**

1. The response paper MUST (briefly) describe two readings from different weeks, have an original argument, and incorporate both of the readings into that argument. Summarizing the readings or adopting one of the reading's arguments as your own will not be sufficient.

2. The response paper must show a sufficient level of writing and grammatical skill, based on the level of the class. You are encouraged to use Grammarly or another spelling/grammar checker to ensure sufficient communication skills.

3. You MUST submit your paper via Turnitin, which will evaluate the originality of the paper. Cases of plagiarism will be handled through the University's academic honesty policy, without exception, and will result in, at minimum, a score of 0 on the assignment.

4. You MUST cite all sources you use in the paper, regardless of whether they are covered in class or not. If you do not, you will be penalized 10%. You may use any citation format you wish, provided it is clear, consistent, and concise. I have included a link to the [Chicago Manual of Style's](#) parenthetical citation style if you wish to use it. Quotation should be minimal, and be essential to the advancement of your argument.

5. You MUST submit the assignment prior to the due date, or your paper will be penalized by 5% per day. The only exception is if you have a prior arranged accommodation or extension with me, which must be arranged at least 24 hours before the due date.

**5. Hypothesis Testing  
Paper Proposal** (5% of final  
course grade)

Students will submit a brief, 1-page proposal for your Hypothesis Testing Paper. This assignment is due November 4th. The proposal must a testable claim about U.S. Foreign Policy or another International Relations topic. The proposal must also provide an explanation for why you believe your claim is correct. I strongly recommend reading the article and lecture materials in Week 9 prior to writing your proposal.

Proposals which I am confident will assist you in successfully completing the Hypothesis Paper will receive a "pass" in the assignment. If I am not confident your proposal will assist you in completing your final paper, you will receive instructions on how to make adjustments, thereby having your grade changed to "pass." **You will be required to turn the Case Study Paper Proposal in via Turnitin.** I will return comments on these proposals within two weeks of the due date.

**7. Hypothesis Paper**  
(30% of final course grade)

Students will submit, as the final project for the class, a research paper that is between 5-10 pages. The content requirements of the research paper are detailed below. The assignment will be discussed in class at several points, particularly during Week 9. The due date for the research paper will be during Finals Week, and will be announced during the semester.

**CONTENT REQUIREMENTS:**

1. Outline and describe a testable hypothesis

2. Have a clear and straightforward theoretical explanation (model) for why you believe your hypothesis will be correct
3. Outline a possible way that you could test your hypothesis using real-world information
4. In your conclusion, offer one possible explanation for why your hypothesis might not be supported, and what that would mean for your model.

**FORMAT REQUIREMENTS:**

1. A title is required, but a separate title page is not necessary.
2. The response paper must show a sufficient level of writing and grammatical skill, based on the level of the class. You are encouraged to use Grammarly or another spelling/grammar checker to ensure sufficient communication skills.
3. You **MUST** submit your paper via Turnitin, which will evaluate the originality of the paper. Cases of plagiarism will be handled through the University's academic honesty policy, without exception, and will result in, at minimum, a score of 0 on the assignment.
4. You **MUST** also submit your paper via Taskstream, which the University uses to evaluate Student Learning Objectives for the department. Your paper will **NOT** be graded if you do not submit to both formats!
5. You **MUST** cite all sources you use in the paper, regardless of whether they are covered in class or not. If you do not, you will be penalized 10%. You may use any citation format you wish, provided it is clear, consistent, and concise. I have included a link to the [Chicago Manual of Style's](#) parenthetical citation style if you wish to use it. Quotation should be minimal, and be essential to the advancement of your argument.
6. You **MUST** submit the assignment prior to the due date, or your paper will be penalized by 5% per day. The only exception is if you have a prior arranged accommodation or extension with me, which must be arranged at least 24 hours before the due date.

**8. Plagiarism Test Certification** (5% of final course grade)

To receive full credit for this assignment, you must register for, take, and submit the [10-question Plagiarism Certification Test](#), and then submit the certificate of completion to the Turnitin assignment on eCourses. You may retake the test as many times as necessary, and you should budget at least one hour of time to ensure that you will successfully complete the assignment. This assignment is due on November 11th at 11:59 PM, but can be completed after the due date for partial credit. Click here if the link did not work: <https://plagiarism.iu.edu/mainLogin.php?action=register&testLevel=UG>.

**Additional Instructor/Program Policies: Please Read Carefully!**

**Political Science Program Policy on Plagiarism:** Plagiarism is a serious academic crime and the Political Science Program has a strict, rigorous enforcement policy for students who commit plagiarism. In general, plagiarism is using another person's words, statistics, and/or ideas as if they were your own. Plagiarism, which is formally defined in the University Rules and Procedures section of this syllabus, can come in many forms, such as directly quoting a source without quotation marks, taking another student's work, directly quoting a source without giving a reference citation, paraphrasing a source without giving a reference citation and so forth. It is incumbent on students to seek help from the instructor or other University resources to avoid even the appearance of plagiarism in their work. If in doubt, CITE THE SOURCE! Any student caught committing ANY type of plagiarism in a Political Science course will receive one OR MORE of the following punishments, depending on the severity of the offense and in accordance with the Student Code of Conduct:

1. Grade Penalty (an F for the assignment or for the course) in addition to cancellation of any extra credit points
2. Letter of Reprimand

3. Probation
4. Suspension
5. Dismissal from Academic Program
6. Expulsion from the university.

Students must consult the University’s Code of Conduct for other forms of academic dishonesty and punishments.

**Electronic Communication Policy:** Notes and other course materials are posted on eCourses, which is available at <http://ecourses.pvamu.edu>. You are expected to use this website as a resource for the class. The University also maintains an email account for you. For security purposes, **I will not respond to emails sent to me from addresses that do not come from your official PVAMU email address. I expect you to check your Prairie View A&M email account at least once a day.** If you have problems accessing your account, call (936) 261-2525. Not having access to your Panther Email is not an excuse for missing important information.

**Make-up Policy:** You will only be allowed to make up an exam or assignment if you have a valid excuse. Valid excuses include *documented* illness, school or business trips, or family crises. Without proper documentation, there will be no makeup assignments. **If granted a make-up, you have a period of three (3) class days to schedule your make-up assignment or exam. After that point, the grade becomes a zero.** Please provide written documentation for why you need to make up an assignment from a university official, doctor, police officer, or coach. Student athletes must notify me **BEFORE** they attend an event to represent the school and **MUST** be proactive in getting their assignments completed. Make up exams may be an essay/short answer test or a modified version of the original exam. Any assigned extra credit cannot be made up.

**Grade Groveling Policy:** Students concerned about their grades should endeavor to attend all class sessions and complete all work to the best of their ability. Students **earn** high grades, based on demonstrating mastery of the subject matter and not based on what they want or need for their overall GPA. Therefore, no grade groveling will be entertained and no “do-overs” allowed.

**Attendance Policy:** For this class, students are allowed three unexcused absences **BEFORE** the mid-term, after which the mid-term course grade will be reduced by a full letter. Students are then allowed three additional unexcused absences **AFTER** the mid-term, after which **the final course grade will be reduced by a full letter.** Students can monitor their attendance records through the Attendance link in eCourses. Please do so.

**Late/Tardy Policy:** Attending class on time is important. Class will start at the scheduled time and will end at the scheduled time. If you come to class more than 9 minutes late (in the 10<sup>th</sup> minute or later), you will be asked to leave class and you will be counted absent.

**Taskstream**

Taskstream is a tool that Prairie View A&M University uses for assessment purposes. One of your assignments may be required to be submitted as an "artifact," an item of coursework that serves as evidence that course objectives are met. If applicable, more information will be provided during the semester, but for general information, you can visit Taskstream via the link in eCourses.

## Semester Calendar

<b>Prior to Week 1</b>	<b>Please review Syllabus prior to First Day of Class</b>
<b>Week One: 8/22 - 8/26: What is a State?</b>	Reading: Olson, Macur. 1993 “Dictatorship, Democracy, and Development.” <i>American Political Science Review</i> , Vol. 87 (3): 567-576 <b>Late Registration Begins 8/22</b>
<b>Week Two: 8/29 - 9/2: International Relations</b>	Reading: Ikenberry, John. 2009. “Liberalism in a Realist World: International Relations as an American Scholarly Tradition.” <i>International Studies</i> , Vol. 46 (1&2): 203-219.

<b>Week Three: 9/5 - 9/9: What is Foreign Policy?</b>	Reading: Fearon, James. 1995. "Rationalist Explanations for War." <i>International Organization</i> , Vol. 49(3): 379-414. <b>9/7 Class Census Date</b>
<b>Week Four: 9/12 - 9/16: Early U.S. Foreign Policy</b>	Reading: Washington, George. 1796. "Farewell Address" Rathbun, Lyon. 2001. "The Debate over Annexing Texas and the Emergence of Manifest Destiny." <i>Rhetoric and Public Affairs</i> , Vol. 4(3): 469-493.
<b>Week Five: 9/19 - 9/23: Early U.S. Foreign Policy and Slavery</b>	Reading: Van Sickle, Eugene. 2011. "Reluctant Imperialists: The U.S. Navy and Liberia 1819-1845" <i>Journal of the Early Republic</i> , Vol. 31(1): 107-134. Kaufman and Pape 1999. "Explaining Costly International Moral Action: Britain's Sixty-Year Campaign against the African Slave Trade" <i>International Organization</i> , Vol. 53(4): 631-668. <b>9/19 Last Withdrawal without Academic Record</b>
<b>Quiz One</b>	<b>Quiz Opens 9/20 12:00 AM</b> <b>Quiz Due 9/22 11:59 PM</b>
<b>Week Six: 9/26 – 9/30: U.S. Imperialism</b>	Reading: McKinley, William. 1898. "Excerpts from Annual Message" Go, Julian. 2000. "Chains of Empire, Projects of State: Political Education and U.S. Colonial Rule in Puerto Rico and the Phillipines." <i>Comparative Studies in Society and History</i> , Vol. 42(2): 333-362.
<b>Week Seven: 10/3 – 10/7: The First and Second World Wars</b>	Reading: Clements, Kendrick. 2004. "Woodrow Wilson and World War One" <i>Presidential Studies Quarterly</i> , Vol. 34(1): 62-82. Stimson, Henry 1947 "The Decision to Use the Atomic Bomb" <i>Harper's Magazine</i> .
<b>Week Eight: 10/10 – 10/14: The Post-War Order</b>	Reading: Merril, Dennis. 2006. The Truman Doctrine: Containing Communism and Modernity." <i>Presidential Doctrines</i> . Vol. 36(1): 27-37. Berdal, Mats 2003. "The UN Security Council: Ineffective but Indispensable" <i>Survival</i> , Vol. 45(2): 7-30.
<b>Week Nine: 10/17 – 10/21: Social Science Research and Hypothesis Testing</b>	Reading: Charles Lave and James March. 1993. <i>An Introduction to Models in the Social Sciences</i> . Chapters 1-3. <b>No Class 10/17</b>
<b>Week Ten: 10/24 – 10/28: The Cold War</b>	Reading: Lemke, Douglas "The Continuation of History: Power Transition Theory and the End of the Cold War" <i>Journal of Peace Research</i> , Vol. 34(1): 23-36. Culverson, Donald. "The Politics of the Anti-Apartheid Movement in the United States, 1969-1986." <i>Political Science Quarterly</i> , Vol. 111(1): 127-149.
<b>Quiz Two</b>	<b>Quiz Opens 10/25 12:00 AM</b> <b>Quiz Due 10/27 11:59 PM</b>
<b>Week Eleven: 10/31 - 11/4: The Post-Cold War</b>	Reading: George H.W. Bush 1990. "Out of these troubled times – a new world order" Drezner, Daniel. 2003. "The Hidden Hand of Economic Coercion." <i>International Organization</i> , Vol. 57(3): 643-659.
<b>Hypothesis Paper Proposal</b>	<b>Due 11/4 at 11:59 PM</b>

<b>Week Twelve: 11/7 – 11/11: Neoconservatism and the War on Terror</b>	Reading: Kydd, Andrew and Barbara Walter. 2006. "The Strategies of Terrorism." <i>International Security</i> , Vol. 31(1): 49-80. New York Times. 2001. "U.S. Attacked, President Vows to Exact Punishment for 'Evildoers'"
<b>Plagiarism Test Certificate</b>	<b>Due 11/11 at 11:59 PM</b>
<b>Week Thirteen: 11/14 – 11/18: The War on Terror after 2010</b>	Reading: Arreguin-Toft, Ivan. 2001. "How the Weak Win Wars: A Theory of Asymmetric Conflict" <i>International Security</i> , Vol. 26(1): 93-128. Biden, Joe. 2021. "Remarks by President Biden on the Drawdown of Forces in Afghanistan"
<b>Response Paper</b>	<b>Due 11/18 at 11:59 PM</b>
<b>Week Fourteen: 11/21 – 11/25: The Future of U.S. Foreign Policy Part 1</b>	Reading: Porter, Patrick. 2018. "Why America's Grand Strategy Has Not Changed: Power Habit and the U.S. Foreign Policy Establishment." <i>International Security</i> , Vol. 42(4): 9-46. <b>Thanksgiving: No Class 11/23 and 11/25</b>
<b>Week Fifteen: 11/28: The Future of U.S. Foreign Policy Part 2</b>	Reading: Allison, Graham. 2015. "The Thucydides Trap: Are the U.S. and China Headed for War?" <i>The Atlantic</i> , September 24th, 2015. <b>Last Class Day: 11/28</b>
<b>Hypothesis Paper Proposal</b>	<b>Due During Finals Week</b>

## Student Support and Success

### John B. Coleman Library

The John B. Coleman Library's mission is to enhance the scholarly pursuit of knowledge, to foster intellectual curiosity, and to promote life-long learning and research through our innovative services, resources, and cultural programs, which support the Prairie View A&M University's global mission of teaching, service, and research. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. Website: <https://www.pvamu.edu/library/>; Phone: 936-261-1500

### Academic Advising Services

Academic Advising Services offers students a variety of services that contributes to student success and leads towards graduation. We assist students with understanding university policies and procedures that affect academic progress. We support the early alert program to help students get connected to success early in the semester. We help refer students to the appropriate academic support services when they are unsure of the best resource for their needs. Faculty advisors support some students in their respective colleges. Your faculty advisor can be identified in PantherTracks. Advisors with Academic Advising Services are available to all students. We are located across campus. Find your advisor's location by academic major at [www.pvamu.edu/advising](http://www.pvamu.edu/advising). Phone: 936-261-5911

### The University Tutoring Center

The University Tutoring Center (UTC) offers free tutoring and academic support to all registered PVAMU students. The mission of the UTC is to help provide a solid academic foundation that enables students to become confident, capable, independent learners. Competent and caring staff and peer tutors guide students in identifying, acquiring, and enhancing the knowledge, skills, and attitudes needed to reach their desired goals. Tutoring and academic support are offered face-to-face in the UTC, in virtual face-to-face sessions (<https://www.pvamu.edu/student-success/sass/university-tutoring-center/>), and through online sessions (<https://www.pvamu.edu/pvplace/>). Other support services available for students include Supplemental Instruction, Study Break, Academic Success Workshops, and Algebra Study Jam. Location: J. B. Coleman Library, Rm. 307; Phone: 936-261-1561; Email: [pvtutoring@pvamu.edu](mailto:pvtutoring@pvamu.edu); Website: <https://www.pvamu.edu/student-success/sass/university-tutoring-center/>

### Writing Center

The Writing Center provides well-trained peer tutors to assist students with writing assignments at any stage of the writing process. Tutors help students with various writing tasks from understanding assignments, brainstorming, drafting, revising,

editing, researching, and integrating sources. Students have free access to Grammarly online writing assistance. Grammarly is an automated proofreading and plagiarism detection tool. Students must register for Grammarly by using their student email address. In addition, students have access to face-to-face and virtual tutoring services either asynchronously via email or synchronously via Zoom. Location: J. B. Coleman Library, Rm. 209; Phone: 936-261-3724; Website: <https://www.pvamu.edu/student-success/writing-center/>; Grammarly Registration: <https://www.grammarly.com/enterprise/signup>

### **Academic Early Alert**

Academic Early Alert is a proactive system of communication and collaboration between faculty, academic advisors, and PVAMU students that is designed to support student success by promptly identifying issues and allowing for intervention. Academic Early Alerts help students by providing a central location to schedule advising appointments, view advisor contact information, and request assistance. Students who recognize that they have a problem that is negatively affecting their academic performance or ability to continue school may self-refer an Academic Early Alert. To do so, students will log in to PV Place and click on Academic Early Alert on the left sidebar. Phone: 936-261-5902; Website: <https://www.pvamu.edu/student-success/early-alert/>

### **Student Counseling Services**

The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and assists students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law. Location: Hobart Taylor, 2<sup>nd</sup> floor; Phone: 936-261-3564; Website: <https://www.pvamu.edu/healthservices/student-counseling-services/>

### **Office of Testing Services**

Testing Services serves to create opportunities by offering a suite of exams that aid in the students' academic and professional success. Currently, we administer entrance (HESI A2), college readiness (TSI assessment), Prior Learning (CLEP, DSST), and proctored exams. Location: Wilhelmina Delco, 3<sup>rd</sup> Floor, Rm. 305; Phone: 936-261-3627; Email: [aetesting@pvamu.edu](mailto:aetesting@pvamu.edu); Website: [www.pvamu.edu/testing](http://www.pvamu.edu/testing)

### **Office of Diagnostic Testing and Disability Services**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, contact the Office of Disability Services. As a federally-mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hard and software, adapted furniture, proctoring non-standardized test administrations, ASL interpreters, ALDs, digital recorders, Livescribe, and a comprehensive referral network across campus and the broader community. Location: Hobart Taylor, Rm. 1D128; Phone: 936-261-3583; Website: <https://www.pvamu.edu/disabilityservices/>

### **Center for Instructional Innovation and Technology Services (CIITS)**

Distance Learning, also referred to as Distance Education, is the employment of alternative instructional delivery methods to extend programs and services to persons unable to attend college in the traditional manner. The Center for Instructional Innovation and Technology Services (CIITS) supports student learning through online, hybrid, web-assist, and 2-way video course delivery. For more details and contact information, visit: <https://www.pvamu.edu/dlearning/distance-learning-2-2/students-2/>; Phone: 936-261-3283

### **Veteran Affairs**

Veterans Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall, Rm. 102; Phone: 936-261-3563; Website: <https://www.pvamu.edu/sa/departments/veteranaffairs/>

### **Office for Student Engagement**



The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development, and campus governance. Location: Memorial Student Center, Rm. 221; Phone: 936-261-1340; Website: <https://www.pvamu.edu/studentengagement/>

### **Career Services**

Career Services supports students through professional development, career readiness, and placement and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Anderson Hall, 2<sup>nd</sup> floor; Phone: 936-261-3570; Website: <https://www.pvamu.edu/careerservices/>

### **University Rules and Procedures**

#### **Academic Misconduct**

Academic dishonesty is defined as any form of cheating or dishonesty that has the effect or intent of interfering with any academic exercise or fair evaluation of a student's performance. The college faculty can provide additional information, particularly related to a specific course, laboratory, or assignment.

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with the *University Administrative Guidelines on Academic Integrity*, which can be found on the [Academic Integrity webpage](#). Students who engage in academic misconduct are subject to university disciplinary procedures. As listed in the *University Administrative Guidelines on Academic Integrity*, the University Online Catalog, and the Student Code of Conduct, the following are examples of prohibited conduct. This list is not designed to be all-inclusive or exhaustive. In addition to academic sanctions, any student found to have committed academic misconduct that is also a violation of criminal law may also be subject to disciplinary review and action by the Office of Student Conduct (as outlined in the Student Code of Conduct).

#### **Forms of Academic Dishonesty:**

1. **Cheating**: Deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not learned, giving or receiving aid unauthorized by the instructor on assignments or examinations. Examples: unauthorized use of notes for a test; using a "cheat sheet" on a quiz or exam; any alteration made on a graded test or exam which is then resubmitted to the teacher;
2. **Plagiarism**: Careless or deliberate use of the work or the ideas of another; representation of another's work, words, ideas, or data as your own without permission or appropriate acknowledgment. Examples: copying another's paper or answers, failure to identify information or essays from the internet and submitting or representing it as your own; submitting an assignment which has been partially or wholly done by another and claiming it as yours; not properly acknowledging a source which has been summarized or paraphrased in your work; failure to acknowledge the use of another's words with quotation marks;
3. **Collusion**: When more than one student or person contributes to a piece of work that is submitted as the work of an individual;
4. **Conspiracy**: Agreeing with one or more persons to commit an act of academic/scholastic dishonesty; and
5. **Multiple Submission**: Submission of work from one course to satisfy a requirement in another course without explicit permission. Example: using a paper prepared and graded for credit in one course to fulfill a requirement and receive credit in a different course.

#### **Nonacademic Misconduct**

The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that

interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. The Office of Student Conduct will adjudicate such incidents under nonacademic procedures.

### **Sexual Misconduct**

Sexual harassment of students and employees at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating the university's sexual harassment policy will be subject to disciplinary action. In accordance with the Texas A&M University System guidelines, your instructor is obligated to report to the Office of Title IX Compliance ([titleixteam@pvamu.edu](mailto:titleixteam@pvamu.edu)) any instance of sexual misconduct involving a student, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which the instructor becomes aware during this course through writing, discussion, or personal disclosure. The faculty and staff of PVAMU actively strive to provide a learning, working, and living environment that promotes respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like assistance or have questions, they may contact the Title IX Coordinator at 936-261-2144 or [titleixteam@pvamu.edu](mailto:titleixteam@pvamu.edu). More information can be found at [www.pvamu.edu/titleix](http://www.pvamu.edu/titleix), including confidential resources available on campus.

### **Protections and Accommodations for Pregnant and Parenting Students**

The U.S. Department of Education's Office for Civil Rights (OCR) enforces, among other statutes, Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex, sexual orientation, and gender identity in education programs or activities that receive federal financial assistance. This protection includes those who may be pregnant and parenting. Title IX states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Students seeking accommodations related to pregnancy or parenting should contact the Office of Title IX for information, resources, and support at [titleixteam@pvamu.edu](mailto:titleixteam@pvamu.edu). Additional information and/or support may be provided by the Office of Disability Services or the Office of the Dean of Students.

### **Non-Discrimination Statement**

Prairie View A&M University does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or gender identity in its programs and activities. The University is committed to supporting students and complying with The Texas A&M University System non-discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of discrimination or harassment, we encourage you to report it. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Director of Equal Opportunity & Diversity has been designated to handle inquiries regarding the non-discrimination policies and can be reached at Harrington Science Building, Suite 109 or by phone at 936-261-1744 or 1792.

Students should have a rewarding learning experience. We should work to create a learning environment that is welcoming to all types of students regardless of race, ethnicity, religion, physical or other ability, gender, sexual identification, sexual orientation, political orientation, and so forth (I know I'm forgetting some). Each and every one of you has value, your feelings, your ideas matter and enrich us all. Please, if you feel excluded or treated unfairly, by me, a fellow classmate, or anyone else on campus, let me know. If you do not feel comfortable speaking with me, please reach out to my Department Head, Dr. Walle Engedayehu at [waengedayehu@pvamu.edu](mailto:waengedayehu@pvamu.edu) or 936-261-3201 or the number above.

### **Class Attendance Policy (See the University Online Catalog for Full Attendance Policy)**

Prairie View A&M University requires regular class attendance. Attending all classes supports the full academic development of each learner, whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or the internet. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in the assignment of a grade of "F." Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.

### **Student Academic Appeals Process**

Authority and responsibility for assigning grades to students rest with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the University Online Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

## ***Technical Considerations***

### **Minimum Recommended Hardware and Software:**

- Intel PC or Laptop with Windows 10 or later version; Mac with OS High Sierra\*
- Smartphone or iPad/Tablet with Wi-Fi\*
- High-speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15" monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari, or Firefox

**Note:** Be sure to enable Java & pop-ups in the Web browser preferences

\* Smartphones, Google Chrome books, and Android tablets may not be supported. iPads are the only tablets supported.

### **Participants should have a basic proficiency of the following computer skills:**

- Sending and receiving email
- A working knowledge of the Internet
- Microsoft Word (or a program convertible to Word)
- Acrobat PDF Reader
- Windows or Mac OS
- Video conferencing software

### ***Netiquette (online etiquette)***

Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussion boards. Foul or abusive language will not be tolerated. Do not use ALL CAPS for communicating to others AS IT CAN BE INTERPRETED AS YELLING. Avoid slang terms such as "wassup?" and texting abbreviations such as "u" instead of "you." Limit and possibly avoid the use of emoticons. Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post, and the message might be taken seriously or sound offensive.

### **Video Conferencing Etiquette**

When using Zoom, WebEx, or other video conferencing tools, confirm the visible area is tidy, clear of background clutter, inappropriate or offensive posters, and other distractions. Ensure you dress appropriately and avoid using high traffic or noisy areas. Stay muted when you are not speaking and avoid eating/drinking during the session. Before the class session begins, test audio, video, and lighting to alleviate technology issues.

### **Technical Support**

Students should go to <https://mypassword.pvamu.edu/> if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Center for Instructional Innovation and Technology Services at 936-261-3283 or email ciits@pvamu.edu.

### **Communication Expectations and Standards**

Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

### **Discussion Requirement**

Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can occur in a seminar fashion. The use of the discussion board will accomplish this. The instructor will determine the exact use of discussion boards.

**It is strongly suggested** that students type their discussion postings in a word processing application such as Word and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for

some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, copy and paste to the discussion board.

### **COVID-19 Campus Safety Measures**

To promote public safety and protect students, faculty, and staff during the coronavirus pandemic, PVAMU has adopted policies and practices to limit virus transmission.

- **Self-reporting** – Students who test positive for COVID-19 are required to report their positive test results within 48 hours using the [PVAMU Self-Reporting Form](#). Proof of off-campus and self-administered home test results must be sent to [covid-19@pvamu.edu](mailto:covid-19@pvamu.edu). Proof for self-administered home test is a picture of the test with a photo ID in the same photo.
- **Self-monitoring** – Students should follow public health guidance to help slow the spread of the virus, including being vaccinated. Students who have a fever or exhibit symptoms of COVID-19 should not participate in face-to-face instruction.
- **Face Coverings** – Face coverings (KN-95, surgical mask, etc.) are highly recommended in classrooms, teaching laboratories, common spaces such as lobbies and hallways, public study spaces, libraries, academic resource and support offices, and outdoor spaces where 6 feet of physical distancing is challenging to maintain reliably.
- **Physical Distancing** – Physical distancing should be maintained between students, instructors, and others in course and course-related activities where possible.
- **Personal Illness and Quarantine** – Students required to quarantine are to participate in courses and course-related activities remotely and must not attend face-to-face course activities. Communication with the student’s instructor for remote support will take place by the Office of the Assistant Vice President for Academic Engagement and Success. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities. Students experiencing personal injury or illness that is too severe for the student to attend class may qualify for an excused absence. To receive an excused absence, students must provide appropriate documentation to the Office for Student Conduct, [studentconduct@pvamu.edu](mailto:studentconduct@pvamu.edu).
- **Questions** – For answers regarding COVID-19 policies and/or procedures, students should refer to [www.pvamu.edu/coronavirus](http://www.pvamu.edu/coronavirus) or email [covid-19@pvamu.edu](mailto:covid-19@pvamu.edu).