Syllabus Template

Please note that Faculty Senate does not control the syllabus template. That is the purview of the Provost. We have been invited to make a recommendation on the two items included here. If you have feedback, please email it to susan.castro@wichita.edu.

Class Protocol and Conduct
(Expectations for attendance, workload, participation, arrival times, civility, studying for the course, cell phone use, etc.).

The language below is just a suggestion for online courses and should be changed to reflect your own policies if they are different.
This is a university course with commensurate expectations. We expect professional conduct in the classroom. Unprofessional conduct, e.g. watching funny cat videos rather than taking notes on your tablet, may affect your grade or even your academic career. Be respectful at all times.

- Students demonstrating confrontational, disruptive, or threatening behavior will be asked to leave the classroom immediately and will not be allowed to return to the classroom for the remainder of the class period. Consequences of this behavior may include (and are not limited to): Suspension from class for a minimum of one additional class period and report or referral to the WSU police department, Student Conduct and the WSU Care Team.

Though this is an online class, participation is still crucial. "Participation" involves reading the assignments thoroughly, reading any handouts provided for the week, watching all videos (including update videos I add throughout the semester), contributing to class discussions, and completing online assignments. To be successful in this class, you should be checking your student email daily and logging in to our course at least 3 times a week.

Academic Integrity
Students at Wichita State University are expected to uphold high academic standards. WSU will not tolerate a lack of academic integrity. Students are responsible for knowing and following the Student Code of Conduct Policy 2.17: https://www.wichita.edu/about/policy/ch_02/ch2_17.php. When the faculty member determines sanctions are warranted for violations of academic integrity, regardless of severity, the faculty member must report the infraction to the Office of Student Conduct and Community Standards. If you need more information about the process or wish to appeal a decision, please visit https://www.wichita.edu/about/student_conduct/ai.php

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Please note in particular that *Unauthorized Use or Possession of Materials or Resources* includes unauthorized use of generative AI like ChatGPT or GPT4. In this course, all use of generative AI is prohibited except as may be specified in assignment instructions.

[Be sure to specify the penalties associated with violations of academic integrity. If your department or college has a policy that would be followed in the course, either specify it or insert a link.]