



SYLLABUS SUPPORT

WHAT TO INCLUDE IN YOUR SYLLABUS

([HTTPS://INSIDE.EWU.EDU/FACULTYCOMMONS/SYLLABI/](https://inside.ewu.edu/facultycommons/syllabi/))

- Student Learning Outcomes
- General Course Information
- Attendance Policy
- Use of Electronic Forms of Communication
- Equal Opportunity Statement
- Affirmative Action Statement
- ADA Statement
- Academic Integrity Statement
- Holiday & Religious Accommodation Statement

EWU REQUIRED SYLLABUS STATEMENTS

ACADEMIC INTEGRITY: Academic Integrity is the cornerstone of the university. Any student who attempts to gain an unfair advantage over other students by violating the Academic Integrity policy may be reported to the university and may receive a sanction up to and including XF for the course, suspension, or expulsion from the university. EWU Policy: <https://inside.ewu.edu/policies/knowledge-base/wac-172-90-student-academic-integrity-3/>

DISABILITY ACCOMMODATION OPTION: Your ability to succeed in this class is important to me. If you already have an accommodation plan through Student Accommodation (Disability) Support Services and would like to use your approved accommodations in this class, please let me know as soon as possible. If you do not have an accommodation plan but have a temporary health condition or permanent disability that may require an accommodation, please contact DSS at dss@ewu.edu or 509-359-6871. You can also visit their website at <https://inside.ewu.edu/dss/>.

EQUAL OPPORTUNITY STATEMENT: Eastern Washington University does not discriminate in its programs and activities on the basis of race, color, creed, religion, national origin, citizenship, immigration status, sex, pregnancy, sexual orientation, gender identity/expression, genetic information, age, marital status, families with children, protected veteran or military status, HIV or hepatitis C, status as a mother breastfeeding her child, or the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal by a person with a disability, as provided for and to the extent required by state and federal laws.

RELIGIOUS HOLIDAY ACCOMMODATION OPTION: If you would like to request an accommodation for reasons of faith or conscience, please refer to EWU's policy on Holidays and Religious Accommodations available at <https://inside.ewu.edu/policies/>. Accommodations must be requested within the first two weeks of this course using the Holidays and Religious Accommodations Request form available at <https://inside.ewu.edu/student-life/resources/holidays-and-religious-accommodations-request/>.

OPTIONAL SYLLABUS STATEMENTS

(*YOU MAY ALSO CONSIDER PLACING IN AN AREA ON CANVAS OUTSIDE OF THE SYLLABUS)

CLASS RECORDING OPTION: Meetings of this course may be recorded. Any recordings will be available to students registered for this class. This is intended to supplement the classroom experience. Students are expected to follow appropriate university policies and maintain the security of passwords used to access recorded lectures. Recordings may not be reproduced, shared with those not in the class, or uploaded to other online environments. If the instructor plans any other uses for the recordings, beyond this class, students identifiable in the recordings will be notified prior to sharing out to request their consent.

COVID-19 SAFETY PROTOCOLS: As of the start of the fall 2021 semester, everyone is required to wear a face mask while attending this course. EWU requires all persons to wear masks while attending in-person activities for this course. Students who fail to abide by this safety protocol will be reminded of the protocol and asked to comply. If a student continues to not comply, the instructor may ask the student to leave the learning environment on an emergency basis due to the threat to others' health and safety. The student will not be allowed back in the learning environment until the student meets the safety protocols. This absence may impact the student's grade and will be counted as an unexcused absence.

The student may also be referred to Student Rights & Responsibilities for failure to comply with EWU Policy 602-02 (Immunization) and the Governor's and university directives. If a student is not able to comply with the face mask protocol due to medical or disability-related reasons, they should immediately contact Disability Support Services and request an accommodation.

Although this course is being offered in person, the university reserves the right to modify the method of delivering the course for health and safety reasons.

ESL STUDENTS: Eastern Washington University welcomes students from around the world and recognizes the unique perspectives international students bring enrich the campus community. To empower students whose first language is not English, I am happy to work with you where possible to accommodate additional time and our resources that may be needed for you to excel. If you require additional support outside what I can provide, I encourage you to reach out to Global Student Services regarding what may be available to you (global@ewu.edu or 509.359.2331).

HEALTH & WELLNESS OPTION: If you find yourself struggling with your mental or physical health this term, please feel free to approach me. I will try to be flexible and accommodating. I encourage all students to make themselves aware of the Counseling & Wellness resources available to them as a student – even before you may need them! Our Counseling & Wellness staff provide both in-person, online, and self-paced options to support your wellbeing. Visit <https://inside.ewu.edu/caps/> or <https://inside.ewu.edu/bewell/> to learn more.

INCLUSION OPTION: It is my intent that students from diverse backgrounds and perspectives be well-served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that students bring to this class be viewed as a resource, strength, and benefit. I seek to present materials and activities that are respectful of diversity: gender, sexuality, disability, age, socio-economic status, ethnicity, race, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally or for other students or student groups.

PRONOUN OPTION: Professional courtesy and sensitivity are especially important with respect to individuals and topics dealing with differences of race, culture, religion, politics, sexual orientation, gender, gender variance, and nationalities. Class rosters are provided to the instructor with the student's legal name. I will gladly honor your request to address you by an alternate name or gender pronoun. Please advise me of this preference early in the semester so that I may make appropriate changes to my records.

TECHNOLOGY IN THE CLASSROOM OPTION: A note on cell phones, texting, and checking one's email during class: Research has shown us that even having our cell phones on the table in front of us diminishes our ability to learn well; further, taking notes via computer diminishes one's ability to process information. Checking texts, emails, and messages is also unprofessional and disrespectful to our class community. Please turn off your phone, email, and computer during class; I will do so as well. I appreciate your cooperation with this important aspect of creating a class of which we all want to be a part.

TITLE IX & SEXUAL MISCONDUCT OPTION: As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. I also have a mandatory reporting responsibility related to my role as a faculty member. It is my goal that you feel able to share information related to your life experiences in this class. I will seek to keep information you share private to the greatest extent possible. However, I am required to share information regarding sexual misconduct with the University Title IX Coordinator (509.359.6724 | titleix@ewu.edu). Students may speak to someone confidentially and find support via resources found here: <https://inside.ewu.edu/titleix/services/confidential-services/>.

ZOOM EXPECTATIONS OPTION: I believe that learning happens best in community, whether that learning is happening in a traditional classroom or virtually. Joining a class from home does pose challenges. Whenever possible, I hope that you will join our Zoom meetings with your video on and prepared to be actively engaged in the class for the length of the meeting. Aware that it can be strange to see into each other's spaces during class time, I'll often be using a virtual background during class meetings and welcome you all to do the same.

If you are facing any barriers to joining our Zoom meetings or participating as actively as you would like to, please don't hesitate to get in touch so that we can strategize together about how to best support your learning this term.