University of Texas – Tyler

ART 4391.002 & ART 5391.002

CURATORIAL TRAINING & ETHICS

Spring Semester, 2018

Class Location: ARC, Room 114
Class Meeting Times: Monday & Wednesday 4:00 p.m. – 5:20 p.m.
Instructor: Kaia L. Magnusen, Ph.D., Assistant Professor of Art History
Office Location: ARC-117
Instructor Contact Information: phone number: 903-566-7398
E-Mail: kmagnusen@uttyler.edu (preferred)
Office Hours: Monday & Wednesday 1:00 p.m. – 2:30 p.m. or by appointment

COURSE DESCRIPTION

This course will address key issues, both historical and contemporary, in the museum field. Students will learn about curatorial methodologies and ethics, and approaches to exhibition design specific to the discipline of art history. Meetings with museum professionals will give students insights into the inner workings of museums, specifically art museums.

COURSE OBJECTIVES

This course aims to prepare students for careers in the museum field. It seeks to develop visual literacy through the analysis of art exhibitions, and to develop critical thinking skills through lectures, readings, writing assignments and class discussions. Several writing projects will test the student’s general knowledge of information gained from class lectures and text. Core course SLO’s below.

UNDERGRADUATE STUDENT LEARNING OUTCOMES:

• CRITICAL THINKING: Students will be able to demonstrate extemporaneous critical thinking about works of art.
• CRITICAL WRITING: Students will be able to write research papers that demonstrate a thoughtful and critical approach to analysis of a work of art.
• COMMUNICATE ABOUT ART USING ART HISTORICAL METHODOLOGIES: Communication skills include (but are not limited to) the effective development, interpretation and expression of ideas through written, oral, and visual communication.
• BE SOCIALLY RESPONSIBLE BY UNDERSTANDING ART WITHIN CULTURAL AND HISTORICAL CONTEXTS: Social responsibility skills include (but are not limited to) recognizing the historical importance of works of art and the necessity of preservation and developing intercultural competence, knowledge of civic
responsibility, and the ability to engage effectively in regional, national, and global communities.

- Students will develop a knowledge base of multiple cultures and understand how ethnic, racial, cultural, and gender issues are present within works of art and in their display.

GRADUATE STUDENT LEARNING OUTCOMES:

- **CRITICAL THINKING:** Critical thinking skills include (but are not limited to) creative thinking, innovation, inquiry and analysis, evaluation and synthesis of information.

- **CRITICAL WRITING:** Students will be able to write research papers that demonstrate a thoughtful and critical approach to analysis of a work of art.

- **SYNTHESIZE KNOWLEDGE:** Students will write papers that integrate history, formal analysis, and contemporary scholarship in order to develop original scholarship of their own.

- **APPLY SCHOLARSHIP:** Students will write research papers that integrate contemporary scholarship into their own assessment of art and art history.

- **ANALYZE SCHOLARSHIP:** Students will review literature and analyze scholarly methodology as part of their written assignments.

- **COMMUNICATE ABOUT ART USING ART HISTORICAL METHODOLOGIES:** Communication skills include (but are not limited to) the effective development, interpretation and expression of ideas through written, oral, and visual communication.

- **BE SOCIALLY RESPONSIBLE BY UNDERSTANDING ART WITHIN CULTURAL AND HISTORICAL CONTEXTS:** Social responsibility skills include (but are not limited to) recognizing the historical importance of works of art and the necessity of preservation and developing intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

  - Students will develop a knowledge base of multiple cultures and understand how ethnic, racial, cultural, and gender issues are present within works of art and in their display.

REQUIRED TEXT:

There is no required text. PDFs of readings will be uploaded onto Canvas.

COURSE REQUIREMENTS:

ATTENDANCE AND PARTICIPATION:

Attendance and active participation in class discussions are required. Class meets twice per week. **Class attendance is mandatory.** Excessive tardiness will count as absenteeism. **Each absence will count off 10 points out of 100 point total for attendance grade.** **Students who are late or who leave early will be given half credit for attendance.** Students who are caught using their phones or other electronic devices, reading other
materials, sleeping, etc. during class will be marked absent for that day. These policies will be strictly enforced.

In the event of an absence the student is responsible for obtaining class lecture notes from a classmate. If a student knows he/she is going to be late or absent, the student should inform the instructor in person or via email prior to class.

Students are expected to attend class, to complete the readings and assignments, and to participate in class discussions. The professor may ask questions in class on assigned readings. If the professor feels that students are not keeping up with the reading assignments or with the discussion, pop quizzes may be given.

**READING ASSIGNMENTS:**

All reading assignments should be completed before the lectures for which they are assigned. A course calendar with assigned readings will be handed out in class (and posted on Canvas). Be prepared to discuss and answer questions about the readings in class.

**EXAMINATIONS:**

There will be no exams in this class.

**EIGHT WRITTEN ASSIGNMENTS (undergraduate and graduate students)**

Guidelines sheets for all of the assignments will be posted on Canvas. These guidelines must be followed exactly.

All written assignments are to be turned in as typed, hard copy papers and are due at the beginning of class on the due date.

All written assignments must be written in size 12 font in Times New Roman and margins must be 1-inch on all four sides. Ten (10) points will be deducted for incorrect margins. Papers that do not meet each assignment’s respective length guidelines will not be accepted. Any sources must be cited using Chicago Manual of Style. Websites such as Wikipedia or personal blogs may NOT be used as sources. Plagiarism will automatically result in a zero (0) on the assignment.

**Curriculum Vitae**

Undergraduate and graduate students will write and submit a copy of their curriculum vitae. The CV should follow professional guidelines in terms of layout and content. A cover page is not required for the CV.

**Loan Letter**

Undergraduate and graduate students will compose (but not send) a professionally written loan letter regarding the loaning of an actual work of art for a (hypothetical) exhibition. Students must determine the correct institution in which the work is housed and, the work
of art in question, must be a viable loan option. A cover page is not required for the Loan Letter.

**Object Label**

Undergraduate and graduate students will write an object label for a work of art of the professor’s choosing. The text of this label will be a maximum of seventy-five (75) words in length. In addition, the label will include the following information: object’s title, maker, date, medium. A cover page is not required for the Object Label.

**Film Review**

Undergraduate students will submit a review of a film that will be watched in class. This paper must be a minimum of three (3) full pages, double-spaced. The font must be Times New Roman in size 12. The margins must be 1-inch on all four sides. Film reviews must have a cover page. This cover page should include the name of the class, the professor’s name, and the student’s name. This information should not be repeated on the first page of text. The cover page does not count towards the page count of the paper. Papers that do not meet the length requirements will NOT be accepted. 2 ½ pages does not equal 3 pages. Undergraduate film reviews must be at least three (3) full pages. No exceptions. A guidelines sheet will be handed out and uploaded to Canvas.

Graduate students will submit a review of a film that will be watched in class. This paper must be a minimum of four (4) full pages, double-spaced. The font must be Times New Roman in size 12. The margins must be 1-inch on all four sides. Film reviews must have a cover page. This cover page should include the name of the class, the professor’s name, and the student’s name. This information should not be repeated on the first page of text. The cover page does not count towards the page count of the paper. Papers that do not meet the length requirements will NOT be accepted. 3 ½ pages does not equal 4 pages. Undergraduate film reviews must be at least four (4) full pages. No exceptions. A guidelines sheet will be handed out and uploaded to Canvas.

**Condition Report**

Undergraduate and graduate students will complete a condition report for a work of art in the collection of the Department of Art and Art History at the University of Texas –Tyler. The professor will determine the work of art in question. A cover page is not required for the Condition Report.

**Exhibition Review**

Undergraduate students will submit a review of a museum exhibition. Students may choose the exhibition to be reviewed. Students will not review the permanent collection. This paper must be a minimum of four (4) full pages, double-spaced. The font must be Times New Roman in size 12. The margins must be 1-inch on all four sides. Exhibition reviews must have a cover page. This cover page should include the name of the class, the professor’s name, and the student’s name. This information should not be repeated on the first page of text. The cover page does not count towards the page count of the paper. Papers that do not meet the length requirements will NOT be accepted. 3 ½ pages
does not equal 4 pages. Undergraduate exhibition reviews must be at least four (4) full pages. No exceptions. A guidelines sheet will be handed out and uploaded to Canvas.

On a separate sheet of paper, students should include an image of themselves in the gallery/exhibition or in front of a work of art in that exhibition. This will serve as proof that the student attended an exhibition. Students must follow gallery/museum guidelines with regard to taking photographs. If an exhibition does not permit photography, students should choose another exhibition that does. This page will NOT count toward the page count of the paper.

Graduate students will submit a review of a museum exhibition. Students may choose the exhibition to be reviewed. Students will not review the permanent collection. This paper must be a minimum of five (5) full pages, double-spaced. The font must be Times New Roman in size 12. The margins must be 1-inch on all four sides. Exhibition reviews must have a cover page. This cover page should include the name of the class, the professor’s name, and the student’s name. This information should not be repeated on the first page of text. The cover page does not count towards the page count of the paper. Papers that do not meet the length requirements will NOT be accepted. 4 ½ pages does not equal 5 pages. Graduate exhibition reviews must be at least five (5) full pages. No exceptions. A guidelines sheet will be handed out and uploaded to Canvas.

On a separate sheet of paper, students should include an image of themselves in the gallery/exhibition or in front of a work of art in that exhibition. This will serve as proof that the student attended an exhibition. Students must follow gallery/museum guidelines with regard to taking photographs. If an exhibition does not permit photography, students should choose another exhibition that does. This page will NOT count toward the page count of the paper.

**Assessment of a Museum Public Program**

Undergraduate students will evaluate a museum public program. Students may choose the public program to be evaluated. This paper must be a minimum of four (4) full pages, double-spaced. The font must be Times New Roman in size 12. The margins must be 1-inch on all four sides. Public program evaluations must have a cover page. This cover page should include the name of the class, the professor’s name, and the student’s name. This information should not be repeated on the first page of text. The cover page does not count towards the page count of the paper. Papers that do not meet the length requirements will NOT be accepted. 3 ½ pages does not equal 4 pages. Undergraduate museum public program assessments must be at least four (4) full pages. No exceptions. A guidelines sheet will be handed out and uploaded to Canvas.

Graduate students will evaluate a museum public program. Students may choose the public program to be evaluated. This paper must be a minimum of five (5) full pages, double-spaced. The font must be Times New Roman in size 12. The margins must be 1-inch on all four sides. Public program evaluations must have a cover page. This cover page should include the name of the class, the professor’s name, and the student’s name. This information should not be repeated on the first page of text. The cover page does not count towards the page count of the paper. Papers that do not meet the length
requirements will **NOT** be accepted. 4 ½ pages does not equal 5 pages. Undergraduate museum public program assessments must be at least **five (5)** full pages. No exceptions. A guidelines sheet will be handed out and uploaded to Canvas.

**Exhibition Proposal**

Undergraduate students will submit an exhibition proposal for a hypothetical but feasible exhibition. Students will address issues including them, artist(s) included, works included, location, catalogue, funding, public programming, etc. This proposal must be a minimum of **six (6)** full pages, double-spaced. The font must be Times New Roman in size **12**. The margins must be 1-inch on all four sides. Public program evaluations must have a cover page. This cover page should include the name of the class, the professor’s name, and the student’s name. This information should **not** be repeated on the first page of text. The cover page does **not** count towards the page count of the paper. Papers that do not meet the length requirements will **NOT** be accepted. 5 ½ pages does not equal 6 pages. Undergraduate exhibition proposals must be at least **six (6)** full pages. No exceptions.

Graduate students will submit an exhibition proposal for a hypothetical but feasible exhibition. Students will address issues including them, artist(s) included, works included, location, catalogue, funding, public programming, etc. This proposal must be a minimum of **eight (8)** full pages, double-spaced. The font must be Times New Roman in size **12**. The margins must be 1-inch on all four sides. Public program evaluations must have a cover page. This cover page should include the name of the class, the professor’s name, and the student’s name. This information should **not** be repeated on the first page of text. The cover page does **not** count towards the page count of the paper. Papers that do not meet the length requirements will **NOT** be accepted. 7 ½ pages does not equal 8 pages. Graduate exhibition must be at least **eight (8)** full pages. No exceptions.

* LATE ASSIGNMENTS WILL NOT BE ACCEPTED.*

**PAPERS THAT DO NOT FOLLOW THE GUIDELINES WILL NOT BE READ AND WILL, THUS, RECEIVE A ZERO (0).**

*IMPORTANT FORMATTING NOTE*

If students use programs other than Word, such as Pages or GoogleDocs, their papers must still conform to the above guidelines. Programs other than Word tend to have formatting issues that result in documents not conforming to the Word template (and, thus, to the above requirements) when printed out. Thus, students must make sure that, when printed out, their papers are still meet the above requirements for each paper. Papers must meet minimum page requirements. Papers must be double-spaced. Font must be Times New Roman in size 12. Margins must be 1-inch on all four sides. Students must be aware of these issues and take them into account when writing and printing out papers.

Expectations for the assignments:
Student papers will be graded both for content and for grammar. Students should proofread their papers to ensure grammatical correctness and coherence of thought. Papers must contain a thesis statement and supporting arguments. Students’ papers should contain original ideas, opinions, and arguments. Students should not simply quote or paraphrase the research of other scholars.

The guidelines for the assignments must be followed exactly. These guidelines are detailed on assignment sheets that will be posted on Canvas.

Footnotes and a works cited page/bibliography are mandatory for the Appropriation Paper and any other paper in which outside sources are used. Students should use the Chicago Manual of Style format for their papers. Failure to properly cite authors is considered plagiarism. Students must not reference another author’s work without citing that author. If you paraphrase an author, students must cite this author or it is plagiarism.

For citations, students MUST use Chicago Manual of Style. All papers, including Critical Response Papers, must have footnotes and a works cited page. Student papers will be marked down for incorrect citations. Students may consult the following websites for assistance with proper citations.

Papers also be submitted to SafeAssign on Canvas. Plagiarism will not be tolerated and will automatically result in a zero (0) on the assignment.

Grades will be posted on Canvas and written on returned papers. Students are responsible for checking online to ensure that their grades have posted and are correct. If a grade is missing that means the professor did not receive your work. Contact Dr. Magnusen immediately if you think there is an error.

All dates for assigned readings, assignments, and exams will be on a course calendar handed out the first day of class

SUBMISSION OF ASSIGNMENTS:

Students are expected to keep an extra hard copy of all assignments turned in to the professor. The professor will only accept HARD COPIES of written assignments. Students may be requested to upload electronic copies on Canvas in the safe-assign drop box, which checks for plagiarism, but students must still submit hard copies to the professor. Late assignments will NOT be accepted. Hard copies of papers must be turned in at the beginning of class on the date on which they are due. Please do not e-mail any assignments to the professor. No papers will be accepted via email.

A course calendar with assignment due dates will be handed out in class.

GRADING POLICY:

Students will be evaluated by performance on graded assignments as follows:
### Undergraduate Percentage of Final Grade

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<tr>
<th>Assignment</th>
<th>Percent of Final Grade</th>
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<tbody>
<tr>
<td>Curriculum Vitae</td>
<td>6%</td>
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<td>Loan Letter</td>
<td>8%</td>
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<tr>
<td>Object Label</td>
<td>10%</td>
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<tr>
<td>Film Review</td>
<td>10%</td>
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<tr>
<td>Condition Report</td>
<td>12%</td>
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<tr>
<td>Museum Exhibition Review</td>
<td>14%</td>
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<tr>
<td>Assessment of Museum Public Program</td>
<td>14%</td>
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<tr>
<td>Exhibition Proposal</td>
<td>16%</td>
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<tr>
<td>Attendance &amp; Class Participation</td>
<td>10%</td>
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### Graduate Percentage of Final Grade

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<th>Percent of Final Grade</th>
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**CONVERSION CHART FROM PERCENTAGES TO LETTER GRADES:**

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<tr>
<th>Letter Grade</th>
<th>Numerical Score</th>
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<tr>
<td>A</td>
<td>90 - 100</td>
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<td>B</td>
<td>80 - 89</td>
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<td>C</td>
<td>70 - 79</td>
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<td>D</td>
<td>60 - 69</td>
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<td>F</td>
<td>59 and below</td>
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**E-MAIL POLICY:**

Students may direct questions to the professor via her University email address. Feel free to email the professor if you have a question, would like to set up an appointment, etc. All e-mails should be addressed to Dr. Magnusen, who will respond to emails in a timely fashion but this does not mean one should expect an instantaneous reply; the professor will respond as quickly as possible. Be sure to identify yourself and the course if you email the instructor. Emails are a form of professional correspondence. Be polite and respectful.

Students should also ensure they are able to receive emails via Canvas. Please note that grades are not sent to students via e-mail (this includes the final grade for the course). Grades are posted on Canvas.

Students who have questions or concerns about grades may visit the professor during office hours or make an appointment. If an email requires a long response, a student may be instructed to speak with the professor in person.

**CLASSROOM ETIQUETTE:**

NO LAPTOP COMPUTERS, IPADS, CELL PHONES ALLOWED TO BE ON DURING CLASS. (If you are unable to take notes by hand you must speak with Dr. Magnusen to get permission to bring a laptop, Ipad or Tablet.)

Turn off all cell phones during class. Students are expected to be attentive and to not engage in unnecessary chatter or texting. Do NOT text or answer your phone during class. Put your phone on silent mode or turn it off. Putting your phone on vibrate does NOT count as turning it off. Put your phone away and keep it out of sight during class. Students will be reprimanded and marked absent if they use their phones in the classroom. For the first offense, a student will be marked absent for the day. For the second offense, a student will be told to leave the classroom and will be marked absent for the day.
If there is some kind of emergency situation which requires a student to keep his or her phone on, he or she must consult with the professor prior to class and receive the professor’s express permission to keep a phone on.

**Do not pack up your things before the end of class.** It is distracting and rude. You will not be kept late so wait until the instructor is finished.

Do not photograph or record (visual or audio) the professor. Students do not have permission to visually record or to record the audio of any lectures during or outside of class. Students do not have permission to photograph the instructor without consent.

Course material is copyrighted and may not be re-used by students without the express written consent of the professor. The professor will upload course material onto Canvas but students may not upload course material onto other websites. Students may not provide or sell course material to any third party.

Be respectful of your instructor and your fellow students in the classroom. Inappropriate behavior in the classroom shall result, minimally, in a directive to leave class or being reported to the Dean of Students for disciplinary action in accordance with university policy.

**ACADEMIC INTEGRITY:**

All cheating and/or plagiarism will be treated with the utmost severity as per UT Tyler policy. Please consult A Student Guide to Conduct and Discipline at UT Tyler (available in the Office of Student Affairs) for university regulations regarding academic dishonesty: “3.22 Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.”

**Plagiarize** \pla-\je-,riz also j - \-\ v\-rized; -riz\-ing vt [plagiary]: to steal and pass off (the ideas or words of another) as one’s own : use (a created production) without crediting the source vi: to commit literary theft: present as new and original an idea or product derived from an existing source - **plagiary** n


Students must always cite their sources. Copying any material from a book, newspaper, journal, website, or any printed source without citing the source. Students must not under any circumstances simply copy any material word for word or copy and paste the material. Even copying one sentence is unacceptable. If you use a source, you must place it in quotes and cite the source.

**DO NOT PLAGIARIZE. ANYONE CAUGHT PLAGIARIZING WILL +AUTOMATICALLY RECEIVE A ZERO (0) ON THE ASSIGNMENT.**
If students paraphrase another individual’s words or idea, this must be cited or it is considered plagiarism. The paraphrased material does not need to be in quotation marks but the author and source must be properly cited.

**UT TYLER HONOR CODE**

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

**STUDENTS RIGHTS AND RESPONSIBILITIES:**

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: [http://www2.uttyler.edu/wellness/rightsresponsibilities.php](http://www2.uttyler.edu/wellness/rightsresponsibilities.php)

**GRADE REPLACEMENT / FORGIVENESS AND CENSUS DATE POLICIES:**

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at [http://www.uttyler.edu/registrar](http://www.uttyler.edu/registrar). Each semester’s Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions that students need to be aware of. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a “W” grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

**STATE-MANDATED COURSE DROP POLICY:**

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date). Exceptions to the 6-drop rule may be found in the catalog. Petitions for
exemptions must be submitted to the Enrollment Services Center and must be accompanied by
documentation of the extenuating circumstance. Please contact the Enrollment Services Center if
you have any questions.

**DISABILITY/ACCESSIBILITY SERVICES:**

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act
(ADA) and the ADA Amendments Act (ADAAA) the University of Tyler at Texas offers
accommodations to students with learning, physical and/or psychological disabilities. If you have
a disability, including non-visible a diagnosis such as a learning disorder, chronic illness, TBI,
PTSD, ADHD, or you have a history of modifications or accommodations in a previous
educational environment, you are encouraged to visit
https://hood.accessiblelearning.com/UTTyler and fill out the New Student application. The
Student Accessibility and Resources (SAR) office will contact you when your application has
been submitted and an appointment with Cynthia Lowery, Assistant Director Student
Services/ADA Coordinator. For more information, including filling out an application for
services, please visit the SAR webpage at http://www.uttyler.edu/disabilityservices, the SAR
office located in the University Center, # 3150 or call 903.566.7079.

**STUDENT ABSENCE DUE TO RELIGIOUS OBSERVANCE:**

Students who anticipate being absent from class due to a religious observance are requested to
inform the instructor of such absences by the second class meeting of the semester.

**STUDENT ABSENCE FOR UNIVERSITY-SPONSORED EVENTS AND ACTIVITIES:**

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor)
must notify the instructor at least two weeks prior to the date of the planned absence. At that time
the instructor will set a date and time when make-up assignments will be completed.

**SOCIAL SECURITY AND FERPA STATEMENT:**

It is the policy of The University of Texas at Tyler to protect the confidential nature of social
security numbers. The University has changed its computer programming so that all students
have an identification number. The electronic transmission of grades (e.g., via e-mail) risks
violation of the Family Educational Rights and Privacy Act; grades will not be transmitted
electronically.

**EMERGENCY EXITS AND EVACUATION:**

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor’s
directions regarding the appropriate exit. If you require assistance during an evacuation, inform
your instructor in the first week of class. Do not re-enter the building unless given permission by
University Police, Fire department, or Fire Prevention Services.

**CAMPUS CARRY:**
We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at [http://www.rettyler.edu/about/campus-carry/index.php](http://www.rettyler.edu/about/campus-carry/index.php)

**TOBACCO**

UT Tyler a Tobacco-Free University:

- All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.
- Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kretes, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit [www.rettyler.edu/tobacco-free](http://www.rettyler.edu/tobacco-free).

**UT TYLER RESOURCES FOR STUDENTS**

- UT Tyler Writing Center (903.565.5995), writingcenter@rettyler.edu
- UT Tyler Tutoring Center (903.565.5964), tutoring@rettyler.edu
- The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- UT Tyler Counseling Center (903.566.7254)

This syllabus is subject to change.