



College of Natural Sciences
and Mathematics

UNIVERSITY OF HOUSTON

COURSE TITLE/SECTION: Class Number and name (section number and mode of instruction)

TIME: Class time and days

LOCATION: Building and room #

FACULTY: Instructor's name

OFFICE HOURS: time and days and by appointment
Building and room #

E-mail: e-mailaddress@uh.edu

Phone: (713) 743-####

FAX: (713) 743-3589

I. Course: Class Number and name, i.e., Phys 1321 University Physics I

A. Catalog Description: Copy and paste from UH Catalog

B. Prerequisites: Copy and paste from UH Catalog

II. Course Objectives: The objective of this course is to learn

Upon completion of this course, students will be able to

III. Course Content: This course will cover ... (i.e., list chapters covered from textbook or topics. You can also attached a lecture schedule including homework assignments/exams and dates)

IV. Course Structure:

The web address for the class is [web address for course or link to Blackboard](#).

V. Textbooks:

List required and optional course material

VI. Course Requirements (examples shown below)

A. Written/Homework Assignments with outline of how this is managed.
You can also include information about assignment submission and late penalty policy

B. Exams: Include information about regular and final exam Include any exam/makeup exam policies here. (See examples below)

A basic scientific calculator, for example a TI-30, will be allowed. No programmable/graphing calculators will be allowed.

There are no makeup exams for this course. The lowest exam score will be replaced by the final exam score if the final exam score is higher.

- C. **Teamwork Component: (This is required for some core courses)** Include how this will be handled in your class if it is a required **component for your course**

VII. Evaluation and Grading: Outline the percentages for all grade components of the course – see example below

- 5% Teamwork Component
- 10% Homework
- 20% Regular Exam I
- 20% Regular Exam II
- 20% Regular Exam III
- 25% Final Exam (**Day, time and location**)

Policy on grades of I (Incomplete): The grade of "I" (Incomplete) is a conditional and temporary grade given when a student, for reasons beyond his or her control, has not completed a relatively small portion of all requirements. Sufficiently serious, documented situations include illness, death in the family, etc.

VIII. Consultation

My office is located in room ## in Building name. My mailbox is located in the room # in Building name. My office hours will be from time/days.

IX. Bibliography: Include if needed

X. Tutoring

Students can take advantage of tutoring through the following:

➤ LAUNCH - www.uh.edu/ussc/launch

At LAUNCH, students can:

- Drop in for individual **Peer Tutoring** on over 100 different courses—no appointment necessary! LAUNCH is located in Cougar Village 1, room N109. <http://www.uh.edu/ussc/launch/index.php>.
- Attend a **Success Workshop**: <http://www.uh.edu/ussc/launch/index.php>.
- Set up an individual appointment with an **Academic Counselor**: 713-743-5411

- Scholar Enrichment Program (SEP) provides online/remote tutoring services using Microsoft Teams - <https://uh.edu/nsm/scholar-enrichment/tutoring/>

- Also include any tutoring offered in your Department

Addendum: Whenever possible, and in accordance with 504/ADA guidelines, the University of Houston will attempt to provide reasonable academic accommodations to students who request and require them. Please call 713-743-5400 for more assistance.

NSM Code of Honor (<https://uh.edu/nsm/students/undergraduate/code-of-honor/>)

The College of Natural Sciences and Mathematics (NSM) expects its students and faculty to work together to promote a culture and environment for honorable completion of academic work. As members of NSM, we must all demonstrate personal and academic integrity, honesty and mutual respect for one another. This requires that we all uphold the [University of Houston Academic Honesty Policy](#) and [Codes of Conduct](#), which apply in all academic settings, including the online environment.

As members of this science and math community, we aim to strengthen and improve the quality of life for our local communities and society as a whole, so it is important that we all demonstrate the highest ethical standards, which are critical to the integrity of the institution.

Academic Honesty: High ethical standards are critical to the integrity of any institution, and bear directly on the ultimate value of conferred degrees. All UH community members are expected to contribute to an atmosphere of the highest possible ethical standards. Maintaining such an atmosphere requires that any instances of academic dishonesty be recognized and addressed. The [UH Academic Honesty Policy](#) is designed to handle those instances with fairness to all parties involved: the students, the instructors, and the University itself. All students and faculty of the University of Houston are responsible for being familiar with this policy.

Students may be asked to sign an honor code statement as part of their submission of any graded work including but not limited to projects, quizzes, and exams: *"I understand and agree to abide by the provisions in the [University of Houston Undergraduate Academic Honesty Policy](#). I understand that academic honesty is taken very seriously and, in the cases of violations, penalties may include suspension or expulsion from the University of Houston.*

NOTE: *The materials provided by the instructor in this course are for the use of the students enrolled in the course only. Copyrighted course materials may not be further disseminated without instructor permission. This includes sharing content to commercial course material suppliers such as Course Hero or Chegg. Students are also prohibited from sharing materials derived from the instructor's content (e.g., a student's lecture notes).*

Religious Holy Days: Students whose religious beliefs prohibit class attendance or the completion of specific assignments on designated dates may obtain an excused absence. To do so, please make a written request for an excused absence and submit it to your instructor as soon as possible, to allow the instructor to make arrangements. For more information, see the Student Handbook. <http://catalog.uh.edu/index.php>

Counseling and Psychological Services (CAPS) can help students who are having difficulties managing stress, adjusting to college, or feeling sad and hopeless. You can reach CAPS (www.uh.edu/caps) by calling 713-743-5454 during and after business hours for routine appointments or if you or someone you know is in crisis. Also, there is no appointment necessary for the “Let’s Talk” program, which is a drop-in consultation service at convenient locations and hours around campus.

http://www.uh.edu/caps/outreach/lets_talk.html#hours

Presence in Class

If you are experiencing any COVID-19 symptoms that are not clearly related to a pre-existing medical condition, do not come to class. Please see [Student Protocols](#) for what to do if you experience symptoms and [Potential Exposure to Coronavirus](#) for what to do if you have potentially been exposed to COVID-19. Consult the (select: [Undergraduate Excused Absence Policy](#) or [Graduate Excused Absence Policy](#)) for information regarding excused absences due to medical reasons.

COVID-19 Information

Students are encouraged to visit the University’s [COVID-19](#) website for important information including diagnosis and symptom protocols, on-campus testing, and vaccine information. Please check the website throughout the semester for updates.

Vaccinations

Data suggests that vaccination remains the best intervention for reliable protection against COVID-19. Students are asked to familiarize themselves with pertinent [vaccine information](#) and to consult with their health care provider. The University strongly encourages all students, faculty and staff to be vaccinated.

Reasonable Academic Adjustments/Auxiliary Aids

The University of Houston complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, pertaining to the provision of reasonable academic adjustments/auxiliary aids for disabled students. In accordance with Section 504 and ADA guidelines, UH strives to provide reasonable academic adjustments/auxiliary aids to students who request and require them. If you believe that you have a disability requiring an academic adjustments/auxiliary aid, please contact the [Justin Dart, Jr. Student Accessibility Center](#) (formerly the Justin Dart, Jr. Center for Students with DisABILITIES).

Excused Absence Policy

Regular class attendance, participation, and engagement in coursework are important contributors to student success. Absences may be excused as provided in the University of

Houston [Undergraduate Excused Absence Policy](#) and [Graduate Excused Absence Policy](#) for reasons including: medical illness of student or close relative, death of a close family member, legal or government proceeding that a student is obligated to attend, recognized professional and educational activities where the student is presenting, and University-sponsored activity or athletic competition. Under these policies, students with excused absences will be provided with an opportunity to make up any quiz, exam or other work that contributes to the course grade or a satisfactory alternative. Please read the full policy for details regarding reasons for excused absences, the approval process, and extended absences. Additional policies address absences related to [military service](#), religious holy days, [pregnancy and related conditions](#), and [disability](#).

Recording of Class

Students may not record all or part of class, livestream all or part of class, or make/distribute screen captures, without advanced written consent of the instructor. If you have or think you may have a disability such that you need to record class-related activities, please contact the [Justin Dart, Jr. Student Accessibility Center](#). If you have an accommodation to record class-related activities, those recordings may not be shared with any other student, whether in this course or not, or with any other person or on any other platform. Classes may be recorded by the instructor. Students may use instructor's recordings for their own studying and notetaking. Instructor's recordings are not authorized to be shared with *anyone* without the prior written approval of the instructor. Failure to comply with requirements regarding recordings will result in a disciplinary referral to the Dean of Students Office and may result in disciplinary action.

Syllabus Changes

Due to the changing nature of the COVID-19 pandemic, please note that the instructor may need to make modifications to the course syllabus and may do so at any time. Notice of such changes will be announced as quickly as possible through (*specify how students will be notified of changes*).

Resources for Online Learning

The University of Houston is committed to student success, and provides information to optimize the online learning experience through our [Power-On](#) website. Please visit this website for a comprehensive set of resources, tools, and tips including: obtaining access to the internet, AccessUH, and Blackboard; requesting a laptop through the Laptop Loaner Program; using your smartphone as a webcam; and downloading Microsoft Office 365 at no cost. For questions or assistance contact UHOnline@uh.edu.

UH Email

Please check and use your Cougarnet email for communications related to this course. To access this email, [login](#) to your Microsoft 365 account with your Cougarnet credentials.

Webcams

Access to a webcam is required for students participating remotely in this course. Webcams must be turned on (state when webcams are required to be on and the academic basis for requiring them to be on). (Example: Webcams must be turned on during exams to ensure the academic integrity of exam administration.)

Title IX/Sexual Misconduct

Per the UHS Sexual Misconduct Policy, your instructor is a “responsible employee” for reporting purposes under Title IX regulations and state law and must report incidents of sexual misconduct (sexual harassment, non-consensual sexual contact, sexual assault, sexual exploitation, sexual intimidation, intimate partner violence, or stalking) about which they become aware to the Title IX office. Please know there are places on campus where you can make a report in confidence. You can find more information about resources on the Title IX website at:

<https://uh.edu/equal-opportunity/title-ix-sexual-misconduct/resources/>.

Security Escorts and Cougar Ride

UHPD continually works with the University community to make the campus a safe place to learn, work, and live. Our Security escort service is designed for the community members who have safety concerns and would like to have a Security Officer walk with them, for their safety, as they make their way across campus. Based on availability either a UHPD Security Officer or Police Officer will escort students, faculty, and staff to locations beginning and ending on campus. If you feel that you need a Security Officer to walk with you for your safety please call **713-743-3333**. Arrangements may be made for special needs.

Parking and Transportation Services also offers a late-night, on-demand shuttle service called Cougar Ride that provides rides to and from all on-campus shuttle stops, as well as the MD Anderson Library, Cougar Village/Moody Towers and the UH Technology Bridge. Rides can be requested through the UH Go app. Days and hours of operation can be found at <https://uh.edu/af-university-services/parking/cougar-ride/>.

Helpful Information

Coogs Care: <https://uh.edu/dsa/coogscare/>

Student Health Center: <https://www.uh.edu/healthcenter/>

Standard Disclaimer: This syllabus is subject to change at the discretion of the instructor.