



TEXAS A&M UNIVERSITY  
**SAN ANTONIO**

**Texas A & M San Antonio**  
**College of Business, Accounting ACCT 5308 700 10369**  
**Accounting Ethics**  
**Fall 2024 Professor Dennis Elam**  
**Course Syllabus**

**Class Modality:** F2F

**Class Time and Location:**

Accounting Ethics ACCT 5308 700 10369

Saturday 9 00 – 10 15 AM

**Office** BLH 241 N

**Class Duration:** 8/26 - /12/5/2024

**Professor:** Dennis Elam PhD CPA

[Dennis.elam@tamusa.edu](mailto:Dennis.elam@tamusa.edu)

If you send me an e mail, please identify which of my three classes you are enrolled. I am not answering e mails which fail to do this. Time everyone learned how to include needed content.

**Office:** Second Floor BLH Business OfficesN

**Office Hours:**

TR 1 00- 2 00 PM

Saturday 8:00 – 9:00 AM, 10: 30 AM – 12:00 PM

We can arrange a one on one meeting on zoom or webex at mutual convenience.

This saves travel time and gasoline.

Course Website: <https://tamusa.blackboard.com>

### **Weekly Assignments**

Assignments will be posted under the announcements tab in BB.

### **Catalog Description**

5308. Accounting Ethics. 3(30)

Application of ethical theory, philosophy and principles including the concepts of ethical reasoning, integrity, objectivity, independence and other core values.

### **Course Objectives**

To acquaint the student with theories of ethical behavior

To apply those theories to real world accounting situations

To be able to present ethical situations and analyze them using relevant theory

**Prerequisites:** Admission to the Graduate School of Business

### **Artificial Intelligence**

Acct 5308 assumes that all work submitted by students will be generated by the students themselves, working individually or in groups. Students should not have another person/entity do the writing of any portion of an assignment for them, which includes hiring a person or a company to write assignments and/or using artificial intelligence (AI) tools like ChatGPT. Use of any AI-generated content in

this course qualifies as academic dishonesty and violates Texas A&M-San Antonio's standard

s of academic integrity.

## **Communicating with Professor**

Use [dennis.elam@tamusa.edu](mailto:dennis.elam@tamusa.edu)

Please plainly state which of my three classes you are writing about, it is time everyone learned how to create and understandable e mail.

Those omitting this information will be ignored.

## **Student Learning Outcomes:**

After successful completion of this course, students will be able to:

1. Apply ethical theories to analyze real world situations
2. Reflect on Ethical Standards and Values in writing
3. Apply the AICPA Code of Conduct
4. Apply Ethical Reasoning to ethical situations
5. Employ the fraud triangle and diamond to recognize potential fraudulent situations
6. Cite writings of Emerson, Thoreau and other philosophers on ethical behavior

**Textbook:** Mintz and Miller , McGraw Hill, *Ethical Obligations and Decision Making in Accounting 6e*  
*ISBN 978 1 264 3594 3*

**Blackboard:** Connect to <http://tamusa.blackboard.com>. You will have lecture notes, solutions to problems, multimedia materials and other supplementary

materials in Blackboard. It may also be used for communication, discussions, assignments, quizzes and exams. Your user ID is the Jaguar ID (aka J Number e.g. J00001234). Password is the Date of Birth (MMDDYY). Optional, if you are using Blackboard messaging. All class communications will be through Blackboard and students should monitor this several times a day.

**Connect:** Use this URL to access Connect for this class.

In addition to the assignments in Blackboard, you will complete quizzes, exams and assignments in Connect. Instructions on how to obtain online access and a link to the website will be provided separately. Please ensure that you have purchased the appropriate code and register in the system ASAP.

**Other Recommended / Reading Materials:** Additional reading materials are available on the course website as recommended by the instructor.

The professorelam weblog has twice been named one of the Top 50 Accounting Blogs in the USA. It links the classroom with the real world of accounting. In addition there are numerous links to accounting organizations.

<https://professorelam.typepad.com/>

<https://professorelam.typepad.com/markets/>

Student Subscription to WSJ

[https://store.wsj.com/shop/us/us/wsjstudentelect21/?trackingCode=aaqwtcus&cid=BAR\\_SCH\\_GOO\\_ACQ\\_NA&n2IKsaD9=n2IKsaD9&Pg9aWOPT=Pg9aWOPT&Cp5dKJWb=Cp5dKJWb&APCc9OU1=APCc9OU1&msclkid=10069a2e2e2d1f879407c5d13c3e9fe0](https://store.wsj.com/shop/us/us/wsjstudentelect21/?trackingCode=aaqwtcus&cid=BAR_SCH_GOO_ACQ_NA&n2IKsaD9=n2IKsaD9&Pg9aWOPT=Pg9aWOPT&Cp5dKJWb=Cp5dKJWb&APCc9OU1=APCc9OU1&msclkid=10069a2e2e2d1f879407c5d13c3e9fe0)

Suggested *How to Win Friends and Influence People* by Dale Carnegie  
[http://www.amazon.com/How-Win-Friends-Influence-People-ebook/dp/B003WEAI4E/ref=sr\\_1\\_1?s=books&ie=UTF8&qid=14203](http://www.amazon.com/How-Win-Friends-Influence-People-ebook/dp/B003WEAI4E/ref=sr_1_1?s=books&ie=UTF8&qid=14203)

[92845&sr=1-1&keywords=how+to+win+friends+and+influence+people](#)

This is the original self help book written in the 1930s. It has sold and still sells thousands of copies. One of the precepts we will study in ethics is the importance of Point of View. This is in fact Carnegie's entire thesis. Every person believes that he or she is the center of the universe and does no wrong. Until one grasps that one is not likely to have much success in influencing people. This will be the most important book you will read in college.

This can be downloaded in a kindle edition from amazon for a mere \$3.20. Please do this and start reading ASAP. Past classes are always amazed at Carnegie's simple revelations.

Carnegie Bio

[http://en.wikipedia.org/wiki/Dale\\_Carnegie](http://en.wikipedia.org/wiki/Dale_Carnegie)

Why They Do It by Eugene Soltes

[https://www.amazon.com/Why-They-Do-White-Collar-Criminal/dp/1610395360/ref=sr\\_1\\_1?s=books&ie=UTF8&qid=1482759080&sr=1-1&keywords=why+they+do+it+inside+the+mind+of+the+white-collar+criminal](https://www.amazon.com/Why-They-Do-White-Collar-Criminal/dp/1610395360/ref=sr_1_1?s=books&ie=UTF8&qid=1482759080&sr=1-1&keywords=why+they+do+it+inside+the+mind+of+the+white-collar+criminal)

This is an excellent book for understanding the roots of white collar crime. Its three parts discuss sentencing history of white collar crime, theories of why they do it and reflections of those convicted, and finally interviews with those incarcerated. It an 'up and close and personal' look into the mind of the white collar criminal. This professor interviewed numerous white collar criminals including Bernie Madoff.

## **Group Assignments**

During covid when we were on line the class divided into groups. I would make an assignment of a learning objective or end of chapter question. The Group would present a three or four slide power point illustrating the assignment. This broke up the monotony of listening to one person, the Professor, gave every one some presentation experience, and forced all to participate. So form your group of 3-4 ASAP and let me know who the members are. You will see the assignments under, yes, the assignment tab.

## **Blog Assignment**

I have created a blog for each of you. Please tell us your preferred e mail and cell number. Your first assignment is to read and reflect on Emerson's Self Reliance listed under Course Content. If you have done this in another of my classes, find another Emerson essay on line, or his eulogy to Thoreau and comment.

In addition there are many topics under Course Content. These add considerable insight into frauds and behavior beyond the textbook. I will assign one topic each week from Course Content. If you have had one of my courses prior and done that, pick something else of choose from Professorelam.typepad.com where there are plenty. Post on the blog I created for you. And read what your class mates have posted and comment. This is a discussion class where we can continue the discussion outside class.

**Grading Policy:** The final course grade will be based on your performance on the quizzes, exams, assignments, term papers, and class participation using the following weight

Assign	Point Value	Number	Total
Quizzes	10	7	70
Exams	80	3	243
Paper	80	1	80
Team Assessment	40	1	40
Blog Assign	60		60
Final Exam			200
<b>Total</b>			<b>693</b>

The final letter grades will be assigned as follows: Above 90% ⇒ A; 80 – 89% ⇒ B; 70 – 79% ⇒ C; 60 – 69% ⇒ D; Below 60% ⇒ F.

The socioeconomic themed paper and discussion board posts are requirements to complete the course. Failure to do so will result I course failure..

**Exams and Quizzes:** Exams and quizzes will be online via M H Connect. There will be assigned dates for completion. Questions will be multiple choice. The exam/quiz materials will come from lecture notes, the text, and class discussions. Questions will emphasize understanding and applications of concepts and topics covered in class. Please check BB frequently to make sure your grades are reported and posted.

**Assignments/ Research papers: Online individual / Group Activities:**

Students will be required to post reflective comments on reading assignments on their blog. In addition we will form teams of three-four. Teams will be assigned short class presentations from material in the chapter or end of chapter questions or cases or real world frauds and audit blow ups.

A written paper in proper APA style must be submitted to pass this course. While the points are about 12%, one cannot pass without a submission.

My research interest regards socionomics. This is a field of thought which explains that social events are a result of changes in social mood. I will display past papers from both our school and the other schools we are competing with. The prize is a \$1,000 scholarship paid directly to TAMUSA. We are in competition with

University of Delaware established 1743

<https://www.udel.edu/>

A Tamusa student, Amanda Camarillo, won first place in 2019. Her paper was on the newer Disney Park in California.

Tamusa student Ana Montalvo won second place (\$618) in 2022 with her paper on We Work

Tamusa student Greg Medrano won a second place with his paper on social mood and movies. 2023

We will have deadlines for you to submit

It is imperative to start early, I can help as I know the people at SI and what they look for. I cannot help if you wait until the first week of December.

Your topic choice of paper

Outline

Bibliography / Notes



## Paper

The idea is to pick an ethical topic and examine how social mood has altered attitudes toward that subject. I urge you to examine the papers the Socionomic Institute has published to get an idea of their point of view .

TAMUSA was the first and only University recipient of the Socionomic collection of dvds and books which the Institute has published. In addition we have several years of back issues of the monthly magazine, Socionomist.

<https://libguides.tamusa.edu/socionomist>

Or go to Library on the main TAMUSA page

Then click on Research Help

Click on Research Guides

Then click on Accounting

Then Socionomics

Socionomics

Learn more about at [www.socionomics.net](http://www.socionomics.net)

The Socionomics Institute interviewed me at this link.

<http://www.tamusa.edu/news/2015/06/elam-podcast.html>

Socionomic Institute Donation to TAMUSA

[http://professorelam.typepad.com/my\\_weblog/2017/05/socioionomics-institute-comes-to-campus.html](http://professorelam.typepad.com/my_weblog/2017/05/socioionomics-institute-comes-to-campus.html)

As an alternate, we will be reading Emerson this semester. He wrote many essays. Pick one of his essays and write on how his message from 1841 can help re enforce ethical standards for business today.

<https://emersoncentral.com/>

<https://www.walden.org/collection/the-ralph-waldo-emerson-society/>

### **Course Content and Blog Posts**

I have created a blog for each class member. Please tell us a little about yourself, where you went to undergrad, why TAMUSA, are in working in accounting now, have you picked an acct certification? What is your preferred e mail address and cell number? When Camarillo won, class had ended and I did not know how to reach her and she had moved! I don't want that to happen again. There are numerous links, videos, powerpoints under Course Content. Each week I will assign one of these for you to view or read and then reflect in writing on your blog.

You are in control of your accounting education.

The more of these you read and comment on , the more points you will accumulate. We may use some of these for class assignments. I have had excellent feedback from previous classes on these topics. The mor of these you read or watch, the better informed you will be, and the better candidate you will be in a job interview. I have begun sharing this content with my audit classes. And so if you have been in one of my classes previously you may have already had this assignment. No Problem, indicate so on your blog, pick another under course content or one of the very many posts on fraud, accounting CPA exam, etc on the ProfessorElam weblog.

### **Make up and Late Assignment/exam/quiz policy:**

As a general rule, make-ups or late submissions will **NOT** be offered or accepted for any missed assignments/exams/quizzes. Late submissions or make-ups may be accepted/administered only in extra-ordinary circumstances such as an excused official university activity, a severe illness, or a dire emergency. However, you must provide comprehensive documentation either before or within a few days of the missed assignment/quiz/exam.

**Course Drop Policy:** You may drop the course on or before March 26, 2021 with an automatic grade of W. If you wish to drop the class after that date, you will receive either W (if you have satisfactory record so far) or F. The last date to drop a course, or withdraw from the University is April 30, 2021. If you wish to drop the class, you must submit the necessary paperwork to the proper authority.

Wk	Date	Title	Chp	Ques	Cases	Other
1	/8/31	Intro				
2	9/7	Ethical Reasoning	1		1,2,3,5,6	
3	9/14	Decision Making Cog Process Intro Socio	2	Santos, Biden, Warren Prof 12/31/22	1,3,6 Laurer Ghosen team Uresti	
4	9/21	Decision Making Intro Socio	2		8,10 See wiki Ebbbers,	

					Cyn Cooper	
Ger oge 5	9/28	Org Ethics	3	1,8,11,13		
6	10/5	Org Ethics Govern	3	4,10,15 20	2,4,5,7,8	
7	10/12	Code Conduct	4	1,5,9,14, 16,17,19	3,4,6 KPMG Case 7-9	
8	10/19	Code	4	Comp 5	8,9,10	
9	10/26	Fraud See my ppt	5	2,6,8,10. 11, 18	2,4,5	Con Man Amzn Prime
11	11/2	Fraud	5		56, 7,8	
12	11/9	Reporting	6	1,5,6	1,3,4	
13	11/16	Reporting Paper Present	6	10,12,14	67,8,9	

14	11/23	Earn Mgt Last Class	7		3,4,5,6,7, 8	
15	12/23 0	T Holiday				
16		Final				

**COVID-19 Safety Protocol:** Due to the current pandemic environment, all university personnel (faculty, students and staff, etc) are required to adhere to mandated procedures and guidelines as communicated through university communications. For details and updated information on COVID-19 safety protocol please visit <https://www.tamusa.edu/community-safety-together/index.html>.

**Required Materials:**

Course Delivery

During our Covid Time On-line I had the class pick their own teams. A week prior to class I would give each team a short assignment. It might be a Learning Objective or table or end of chapter question. Each team would prepare a short 3-4 slide power point and take turns presenting. This engaged the entire class and seemed to make the class more enjoyable. And it gave students valuable experience making presentations. This went so well I continued it when we went F2F again. This is possible in audit as it is not a quantitative class. I would continually chime in with observations and comment.

We will vary the presentations between myself and the teams. Please form teams of 3-4 people and yes we will have in team evaluations – slackers beware! Let me know your team make up ASAP. Your assignments will be under the Announcement tab a week before class.

***Course Requirements every student must fulfill in order to succeed in course:***

1. Students should check the Course Calendar, Announcements, and Messages (e-mail) systems in Blackboard on a regular basis.
2. Students should keep current with all course assignments, quizzes, and examinations.
3. If the course uses remote proctoring for exams, students must schedule their exam early in the semester.
4. Students should ask questions and communicate with the instructor either in class, online, off-line or during office hours.
5. For all classwork, exams, quizzes etc., if a student is completing it off-campus, then they are responsible for availability of internet connectivity. Extensions will **not** be granted for lack of availability of internet connections.
6. For online asynchronous courses, there will be no online class sessions. All materials will be made available through Blackboard or through online links.

**Class conduct and civility code:** Mod Everyone in class is expected to follow all rules in the student handbook, as well as common courtesy during classroom lectures and discussions in class and online, including the following:

1. Attendance may be taken by an appropriate method by the instructor.
2. It is the students' responsibility to obtain and be able to use the required materials and software for this class.
3. Student must retain copies of all assignments and graded work for verification purposes and provide it to the instructor, if necessary. Keep own copies of all computer files and e-mails until final grade is received.
4. Talking while the instructor is lecturing is extremely disruptive and discourteous to the instructor and other students. .
5. For any questions about the exams and assignments, a student should contact the instructor, well in advance of the day they are due, so the instructor may have enough time to provide feedback.
6. All communications will be via e-mail communications to the Texas A&M University e-mail account, and students are expected to use their school provided email account. The instructor will reply to a student e-mail messages and voice messages within 2 business days (Monday-Friday).
7. All assignment submissions must be uploaded as instructed by the due date and time. Submission window may close or marked late, if not uploaded on time and be penalized for it.

Anyone violating these policies may be subject to disciplinary actions.

**Class attendance and Participation:** Modify based on your course. Brief description of expected class attendance. Instructors are recommended to add appropriate text. Make sure to specify different expectations for face-to-face, hybrid and online synchronous or asynchronous courses. A vital part of every student's education is regular attendance of class meetings (for face-to-face/hybrid/online synchronous classes) or regular review of class materials posted by the instructor for asynchronous classes. Any absences tend to lower the quality of a student's work, and frequent or persistent absences may result in a failing grade. Students are responsible for the materials covered in class. The course covers a lot of material and most students find at least some parts of it difficult. Class participation is highly encouraged as it makes the class more interesting and enhances the learning experience. Students are strongly encouraged to ask questions, participate in class discussions and problem solving, and visit/contact the instructor during office hours in case of questions or concerns. Good attendance and participation may be rewarded when final grades are assigned.

The course is intensive and challenging and you are expected to master the materials presented in class. The structure of the class makes your individual study and preparation outside of class extremely important, and may vary considerably based on student background. However, a **minimum** of two hours of work outside the class is expected for every one hour of class period per week. Reading the assigned chapter(s) and having some familiarity with them before class will be very useful for understanding lectures.

**University Email Policy and Course Communications:** All correspondence between professors and students must occur via tamusa email accounts or Blackboard messages. You must have your Jaguar email account ready and working. If it is not working, contact the help desk at 210-784-4357.

**Academic Misconduct Policy:** Texas A&M University-San Antonio students are expected to exhibit a high level of honesty and integrity in their pursuit of higher

education, and follow the Texas A&M University-San Antonio Code of Conduct. For more information please visit the Office of Student Rights & Responsibilities website <http://bit.ly/TAMUSASStudentRR>.

Academic misconduct includes, but is not limited to, cheating, plagiarism, multiple submissions, collusion, lying and bribery. In cases of academic misconduct, students may be subject not only to grade sanctions in courses but to disciplinary action. If a student wishes to appeal the decision of suspension or expulsion due to violations of academic misconduct, they must initiate their appeal as outlined within the Student Code of Conduct.

All student term papers and other written assignments are subject to analysis by anti-plagiarism software. Posting of any class work given to student, or solutions, or discussion, on publicly accessible forums or on social media is not permissible unless explicit written permission have been granted by the instructor.

The provisions and information set forth in the schedule below are intended to be informational and not contractual in nature. The instructor reserves the right to amend, alter, change, delete or modify the provisions of the schedule. Changes to the schedule will be made only under extenuating circumstances. All the changes will be announced in class and via Blackboard/email and you are responsible for the announcements made in class and via Blackboard/email.

## **IMPORTANT POLICIES AND RESOURCES**

**Academic Accommodations for Persons with Disabilities:** The Americans with Disabilities Act Amendments Act (ADAAA) of 2008 and the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil



rights protection for persons with disabilities. Title II of the ADA and Section 504 of the Rehabilitation Act require that students with disabilities be guaranteed equal access to the learning environment through the provision of reasonable and appropriate accommodation of their disability. If you have a diagnosed disability that may require an accommodation, please contact Disability Support Services (DSS) for the coordination of services. The phone number for DSS is (210) 784-1335 and email is [dss@tamusa.edu](mailto:dss@tamusa.edu).

**Academic Learning Center:** All currently enrolled students at Texas A&M University-San Antonio can utilize the Academic Learning Center for subject-area tutoring. The Academic Learning Center is an appointment based center where appointments are made through the Navigate platform. Students access Navigate through Jagwire in the Student Services tab. The Center is active on campus outreaching to students to highlight services offered. You can contact the Academic Learning Center by emailing [tutoring@tamusa.edu](mailto:tutoring@tamusa.edu) or calling (210)-784-1332. Appointments can also be made through JagWire under the services tab.

**Counseling Resources:** As a college student, there may be times when personal stressors interfere with your academic performance and/or negatively impact your daily functioning. If you or someone you know is experiencing life stressors, emotional difficulties, or mental health concerns at Texas A&M University – San Antonio, please contact the Student Counseling Center (SCC) located in Modular C, Room 166 (Rear entrance) or call 210-784-1331 between the hours of 8:00AM and 5:00PM. All mental health services provided by the SCC are free, confidential (as the law allows), and are not part of a student’s academic or university record. SCC provides brief individual, couples, and group therapy, crisis intervention, consultation, case management, and prevention services. For more information, please visit [www.tamusa.edu/studentcounseling](http://www.tamusa.edu/studentcounseling)

In a crisis situation, please walk-in to the Student Counseling Center (SCC) any time between the hours of 8:00AM and 5:00PM to be seen by a licensed clinician. After hours, please contact UPD at 911 or text “HOME” to 741-741 24/7/365 to connect with a trained crisis counselor. The National Suicide Prevention hotline also offers a 24/7/365 hotline at 1-800-273-8255.

**Emergency Preparedness:** JagE Alert is Texas A&M University-San Antonio's mass notification. In the event of an emergency, such as inclement weather, students, staff and faculty, who are registered, will have the option to receive a text message, email and/or phone call with instructions and updates. To register or update your information visit: <https://tamusa.bbcportal.com/>.

More information about Emergency Preparedness and the Emergency Response Guide can be found here: <https://www.tamusa.edu/upd/index.html>.

**Financial Aid and Verification of Attendance:** According to the following federal regulation, 34 CFR 668.21: U.S. Department of Education (DoE) Title IV regulation, a student can only receive Title IV funds based on Title IV eligibility criteria which include class attendance. If Title IV funds are disbursed to ineligible students (including students who fail to begin attendance), the institution must return these funds to the U.S. DoE within 30 days of becoming aware that the student will not or has not begun attendance. Faculty will provide the Office of Financial Aid with an electronic notification if a student has not attended the first week of class. Any student receiving federal financial aid who does not attend the first week of class will have their aid terminated and returned to the DoE. Please note that any student who stops attending at any time during the semester may also need to return a portion of their federal aid.

**Jaguar Writing Center:** The Jaguar Writing Center provides writing support to graduate and undergraduate students in all three colleges. Writing tutors work with students to develop reading skills, prepare oral presentations, and plan, draft, and revise their written assignments. The Writing Center is currently holding all appointments digitally. Students can schedule appointments with the Writing Center in JagWire under the student services tab. Students wanting to work in realtime with a tutor can schedule an "Online Appointment." Students wishing to receive asynchronous, written feedback from a tutor can schedule an "eTutoring" appointment. More information about what services we offer, how to make an appointment, and how to access your appointment can be found on our website at [www.tamusa.edu/Writing-Center](http://www.tamusa.edu/Writing-Center). The Writing Center can also be reached by emailing [writingcenter@tamusa.edu](mailto:writingcenter@tamusa.edu).

**Meeting Basic Needs:** Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to contact the Dean of Students ([DOS@tamusa.edu](mailto:DOS@tamusa.edu)) for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to provide any resources they may possess.

**Military Affairs:** Veterans and active-duty military personnel are welcomed and encouraged to communicate, in advance if possible, and special circumstances (e.g., upcoming deployment, drill requirements, disability accommodations). You are also encouraged to visit the Patriots' Casa in-person room 202, or to contact the Office of Military Affairs with any questions at [military@tamusa.edu](mailto:military@tamusa.edu) or (210)784-1397.

**Religious Observances:** Texas A&M University-San Antonio recognizes the diversity of faiths represented among the campus community and protects the rights of students, faculty, and staff to observe religious holidays according to their tradition. Under the policy, students are provided an opportunity to make up any examination, study, or work requirements that may be missed due to a religious observance provided they notify their instructors before the end of the second week of classes for regular session classes.

**Respect for Diversity:** We understand that our students represent diverse backgrounds and perspectives. When we are equity-minded, we are aware of differences and inequalities and are willing to discuss them so we can act to resolve them. The University is committed to building cultural competencies, or the attitudes, skills, and knowledge that enable individuals and organizations to acknowledge cultural differences and incorporate these differences in working with people from diverse cultures. Respecting and accepting people different than you is vital to your success in the class, on campus, and as a future professional in the global community. While working together to build this community we ask all members to:

- Share their unique experiences, values, and beliefs.
- Be open to the views of others.
- Honor the uniqueness of their colleagues.
- Value each other's opinions and communicate respectfully.

- Keep confidential discussions that the community has of a personal (or professional) nature.
- Use this opportunity together to discuss ways in which we can create an inclusive environment in this course and across the A&M-San Antonio community.

**The Six-Drop Rule:** Students are subject to the requirements of Senate Bill (SB) 1231 passed by the Texas Legislature in 2007. SB 1231 limits students to a maximum of six (6) non-punitive course drops (i.e., courses a student chooses to drop) during their undergraduate careers. A non-punitive drop does not affect the student's GPA. However, course drops that exceed the maximum allowed by SB 1231 will be treated as "F" grades and will impact the student's GPA.

**Statement of Harassment and Discrimination:** Texas A&M University-San Antonio is committed to the fundamental principles of academic freedom, equality of opportunity and human dignity. To fulfill its multiple missions as an institution of higher learning, A&M-San Antonio encourages a climate that values and nurtures collegiality, diversity, pluralism and the uniqueness of the individual within our state, nation, and world. All decisions and actions involving students and employees should be based on applicable law and individual merit. Texas A&M University-San Antonio, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, gender identity, or gender expression. Individuals who believe they have experienced harassment or discrimination prohibited by this statement are encouraged to contact the appropriate offices within their respective units.

Texas A&M University-San Antonio faculty are committed to helping create a safe learning environment for all students and for the university as a whole. If you have experienced any form of sex- or gender-based discrimination or harassment, including sexual assault, sexual harassment, domestic or dating violence, or stalking, know that help and support are available. A&M-San Antonio has staff members trained to support survivors in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, and more. The university strongly encourages all students to report any such incidents to the university. Please be aware that all A&M-San Antonio employees (other than those designated as confidential resources such as counselors and other

healthcare providers are required to report information about such discrimination and harassment to the university. This means that if you tell a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the university's Title IX Coordinator. If you wish to speak to a confidential employee who does not have this reporting responsibility, you can contact the Student Counseling Center at (210) 784-1331, Modular C.

### **Students' Rights and Responsibilities:**

The purpose of the following statement is to enumerate the essential provisions for the student freedom and responsibility to learn at Texas A&M University-San Antonio. All students are required to follow all policies and regulations as set forth by The Texas A&M University System. This includes the [A&M-San Antonio Student Code of Conduct](#).

#### *Students' Rights*

1. A student shall have the right to participate in a free exchange of ideas, and there shall be no university rule or procedure that in any way abridges the rights of freedom of speech, expression, petition and peaceful assembly as set forth in the U.S. Constitution.
2. Each student shall have the right to participate in all areas and activities of the university, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, genetic information or veteran status in accordance with applicable federal and state laws.
3. A student has the right to personal privacy except as otherwise provided by law, and this will be observed by students and University authorities alike.
4. Each student subject to disciplinary action arising from violations of university student rules shall be assured a fundamentally fair process.

#### *Students' Responsibilities*

1. A student has the responsibility to respect the rights and property of others, including other students, the faculty and the administration.

2. A student has the responsibility to be fully acquainted with the published University Student Rules found in the Student Handbook, Student Code of Conduct, on our website, University Catalog and students must comply with them and the laws of the land.
3. A student has the responsibility to recognize that student actions reflect upon the individuals involved and upon the entire university community.
4. A student has the responsibility to recognize the University's obligation to provide an environment for learning.
5. A student has the responsibility to check their university email for any updates or official university notification.
6. We expect that students will behave in a manner that is dignified, respectful, and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

**Key Dates For Spring 2021 Semester** University policies compiled by Academic Affairs office. **Must** be included in the syllabus from tamusa website. Change based on semester **Modify if you are teaching a 5 week or 8 week class.**

**The complete academic calendar is available online:**

<https://www.tamusa.edu/provost/documents/academic-year-2023-academic-calendar-dec-16-2022.pdf>