



**College of Education and Human Development
Department of Counseling, Health & Kinesiology
EDCG 5342 Counseling Diverse Populations
Fall 2024**

Instructor: Tamara J. Hinojosa, PhD, LPC

Class Time & Location: *Thursdays 5:30 pm – 6:45 pm | Hall 102*

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Office Hours: Tuesdays 6:00-7:00 pm and Thursdays 3:30-5:30 pm or by appointment

Office Location: Classroom Hall Building #214E

Virtual Office: <https://tamusa.zoom.us/my/tamara.hinojosa>

Required Textbooks:

Summers, L. M., Nelson, L., & LCMHC-S, N. C. C. (Eds.). (2022). *Multicultural counseling: Responding with cultural humility, empathy, and advocacy*. Springer Publishing Company.

Recommended Textbooks: N/A

Course Description:

This course is designed to familiarize students with the cultural differences of special populations of people. Emphasis is placed on ethical use of appropriate counseling techniques for use with the major racial/ethnic groups and other special populations of people such as those within the world of military service, those who are physically or emotionally disabled of different ages, religions, genders or sexual orientations.

Prerequisite: Must be enrolled in EDCG program.

Student Learning Outcomes:

Students will be able to:

- a) Verbalize the superordinate nature of multicultural counseling
- b) Identify obstacles to cultural competence
- c) Verbalize the impact of systemic oppression and social justice implications
- d) Select and administer culturally appropriate assessments, skills, and interventions
- e) Identify and articulate racial and cultural identity models
- f) Outline the challenges and strengths of various racial and cultural groups

CACREP Standards:

Section 2: Professional Counseling Identity
Counseling Curriculum

2. Social and Cultural Diversity

- a. Multicultural and pluralistic characteristics within and among diverse groups nationally and internationally
- b. Theories and models of multicultural counseling, cultural identity development, and social justice and advocacy
- c. Multicultural counseling competencies

- d. The impact of heritage, attitudes, beliefs, understandings, and acculturative experiences on an individual's views of others
- e. The effects of power and privilege for counselors and clients
- f. Help-seeking behaviors of diverse clients
- g. The impact of spiritual beliefs on clients' and counselors' worldviews
- h. Strategies for identifying and eliminating barriers, prejudices, and processes of intentional and unintentional oppression and discrimination

Section 5: Entry – Level Specialty Areas
C. Clinical Mental Health Counseling

2. Contextual Dimensions

- j. Cultural factors relevant to clinical mental health counseling

Section 5: Entry – Level Specialty Areas
F. Marriage, Couple, and Family Counseling

2. Contextual Dimensions

- m. Cultural factors relevant to marriage, couple, and family functioning including the impact of immigration

TEA School Counseling Standards:

Domain I – Understanding Students

Competency 002 – Student Diversity

The school counselor understands human diversity and applies this knowledge to ensure that the developmental guidance and counseling program is responsive to all students.

Domain III – Collaboration, Consultation, and Professionalism

Competency 008 – Collaboration with Families

The school counselor knows how to communicate effectively with families and establish collaborative relationships that enhance work with students

Key Performance Indicator

CACREP CORE OR SPECIALTY AREA: Section 2. F. 2. Social and Cultural Diversity

- b. Theories and models of multicultural counseling, cultural identity development, and social justice and advocacy
- c. Multicultural counseling competencies
- d. The impact of heritage, attitudes, beliefs, understandings, and acculturative experiences on an individual's views of others
- e. The effects of power and privilege for counselors and clients
- g. The impact of spiritual beliefs on clients' and counselors' worldviews
- h. Strategies for identifying and eliminating barriers, prejudices, and processes of intentional and unintentional oppression and discrimination

Students will write a 10-page summative reflection paper describing the development of their culture and perspective on social and cultural issues, including the experiences that informed their current beliefs. Students will identify a cultural identity model they identify with and address how their socio-cultural backgrounds impact their work as a counselor.

Students who score 0-2 on a key performance indicator assignment will meet with the instructor to discuss remediation with the possibility of a Fitness to Practice referral.

Summative Reflection Paper Rubric

Category	5	4	3	2-0	Total
	Above average	Average	Below average	Incomplete to Poor	
Culture/ Family	Above average/ excellent information re: birth, nature of family, cultural example important to you and others	Fair to average information about birth, nature of family, examples of culture important to you and others	Below average information re: birth, family, examples of culture important to you and others	Lacks information as to birth, nature of family, important cultural factors and examples	
Interactions with Diversity and Experiences with Discrimination	Above average/ excellent information re: amount, types of relationships, discrimination and interacting with diversity	Average information re: amount, types of relationships, discrimination and interacting with diversity	Below average info about diverse interactions, discrimination, relationships and time engaged	Poor to no detail about diverse interactions, discrimination, relationships and time engaged	
Transmission of Views from Caregivers	Above average/ excellent information re: learning from environment about all types of diversity and effect.	Average information re: learning from environment, diversity and effect on relating to groups	Some/incomplete information re: learning from caregivers about diversity types and effect.	No or poor details re: learning from caregivers about diversity and effect of learning.	
Cultural identity Model	Above average/ excellent detail of stages and model of cultural identity development, including anecdotes	Average detail of stages and model of cultural identity development, including anecdotes	Some details of stages and model of cultural identity development, no anecdotes	No or poor details of stages, challenges, and anecdotes of CID	
Socio-cultural Background Impact	Above average/ excellent detail of socio-cultural impact & impact on clients. Goals for cultural competency and social justice.	Fair to average detail of socio-cultural impact view, work with clients, few goals for cultural competency	Below average detail of socio-cultural impact view, work with clients, no goals for cultural competency	No or little information re: socio-cultural factors impacting work/career	
APA Style and Writing	Above average quality of writing and APA style	Fair to average quality of writing and APA style	Below average quality of writing and APA style	Fails to demonstrate quality writing and APA style	

EVALUATION PROCESS:

The professor will complete the following rubric to assess the Summative Reflection Paper. Points correspond to the rating scale below.

Points	Overall Rating	Rating Scale	Rating Scale Description
28-30	Mastery	4	Able to highly perform as a culturally sensitive counselor
22-27	Proficient	3	Able to perform proficiently as a culturally sensitive counselor
17-21	Developing	2	Able to perform, but inconsistently, as a culturally sensitive counselor
11-16	Deficient	1	Lacks ability to perform proficiently in all areas as a culturally sensitive counselor
0-10	Inadequate	0	Unable to perform adequately in a culturally sensitive manner

KEY PERFORMANCE INDICATOR SCORE: _____

Students who score 0-2 on a key performance indicator assignment will meet with the instructor to discuss remediation with the possibility of a Fitness to Practice referral.

Graduate Class Policies

A student has the right to expect competent, well-organized instruction for the full number of clock hours allotted for a course; to sufficient written assignments, graded fairly and with reasonable promptness to show the student's academic standing in the course at least before mid-semester; to have ample opportunity to confer with the instructor at published office hours and to review graded written work; to freedom from ridicule, discrimination, harassment or accusations in the presence of other students or faculty members; and to an avenue for appealing to higher academic authority in case of alleged unfairness by an instructor.

Student Rights and Responsibilities

As members of the University community, all enrolled students assume full responsibility for adhering to the university's values and goals. Students are held responsible for staying abreast of their rights as students and for being cognizant on what is deemed proper conduct as outlined in the Student Handbook. The Student Handbook is available through the Student Rights and Responsibilities webpage:

<http://www.tamusa.edu/uploadFile/folders/fcestrad/Pdf/Pdf-635767864704349879-10.100.150.124.pdf>

Cheating and Plagiarism

Students are expected to do their own course work. Simple cases of first offense cheating or plagiarism by an individual student may be handled by the instructor after consultation with the department chair. For more serious cases, such as those involving repeated offenses, conspiracy with other students or the theft and selling of examination questions, a report should be made by the instructor via the department chair and college dean to the provost and vice president for Academic Affairs for disciplinary action. Expulsion from the University is a normal penalty for such offenses.

Plagiarism is a serious violation of academic integrity, and students who engage in plagiarism are subject to disciplinary action. The type of disciplinary action will depend on the severity of the plagiarism but may ultimately lead to the student's expulsion from the program and/or revocation of a student's degree, if the student has already graduated. Please review the Student Handbook for a complete description of the process.

Class Attendance

A vital part of every student's education is regular attendance of class meetings. Any absences tend to lower the quality of a student's work in a course, and frequent or persistent absences may preclude a passing grade or cause a student to be dropped from one or more courses upon the request of a faculty member to the Provost and Vice President for Academic Affairs.

It is imperative that you are there for all class meetings to interact and share your expertise with your classmates. ***Only two unexcused absences are permitted.*** Any absences after the second, regardless of reason, will result in the deduction of 5 points from your attendance and participation grade. Four or more absences significantly impact your ability to succeed in this course, and you may be dropped from the course. Extreme emergencies will be handled on an individual basis.

Absences for Religious Holidays

The university will allow students who are absent from classes for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence if, not later than the fifteenth day after the first day of the semester, that student has notified the

instructor of each class to be missed. The instructor may appropriately respond if a student fails to complete the assignment or examination within a reasonable time after the absence.

Research on Human Subjects

Any research that involves human subjects must be approved by the Institutional Review Board for the Protection of Human Subjects at A&M-San Antonio prior to any data collection. Specific forms, instructions, and additional information are provided online:

<http://www.tamusa.edu/graduatestudiesandresearch/irb/irbforms.html>.

Americans with Disabilities Act

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disability. Disability Support Services (DSS) provides services, auxiliary aids and accommodations for students at Texas A&M University-San Antonio (A&M-SA) who have self-identified, registered and provided DSS with documentation supporting their disability. Students may access additional information on the Disability Support Services webpage:

<http://www.tamusa.edu/studentengagementsuccess/dss/AccessDSS/index.html>

Message for pregnant and parenting students:

Title IX of the Education Amendments of 1972 (“Title IX”), 20 U.S.C. 1681 et seq., protects students in all of the academic, educational, extracurricular, athletic, and other programs or activities of universities. This includes prohibiting discrimination against pregnant and parenting students. A student who is pregnant or parenting is entitled to special services. Texas A&M University-San Antonio is committed to implementing all provisions of Title IX. For availing of special services available to students whose curricular and co-curricular work is impacted by pregnancy and parenting related issues contact Dr. Jo Anna Benavidez-Franke, Associate Vice President for Student Engagement and Success.

Incompletes

The spirit of the “Incomplete” is to give a student an opportunity to complete a course after the end of the semester. An Incomplete will only be considered under specific circumstances: 1. 70% of the class has been completed and student is passing with a “C” or better 2. The circumstance for which the “I” is requested is supported with documentation 3. Student has been attending class on a regular basis Incompletes are not to be used to remedy excessive absences. Unforeseen circumstances precipitating the request for an “I”, should occur near the end of the semester. Students who are experiencing difficulties at the beginning or midway through the course should contact their professor immediately to discuss options. When a professor agrees to grant an “I”, a contract between the student and professor that outlines a specific timeline for completion of the course will be generated. Topics such as highest possible grade will also be outlined. If the contract is not fulfilled, the professor will submit a change of grade form with earned letter grade. All “I”s will automatically revert to an “F” after one year.

Dropping a Course

Each student is responsible for knowing the drop date for any given semester. Professors are not responsible, under any circumstances, for “dropping” a student from a course. Please be aware that if you do not formally drop a course and fail to fulfill the academic requirements, the professor will submit the earned grade.

Use of Generative AI in Association with Course Assignments

There are a variety of AI programs available to assist writers. AI programs are not a replacement for human creativity, originality, and critical thinking. Writing is a craft that you must develop over time to develop your own individual voice as a writer. However, within limited circumstances, and with proper attribution, AI programs may be used as a tool. Use of artificial intelligence (AI) tools, including ChatGPT, is permitted in this course for students who wish to use them. To adhere to our scholarly values, students must cite any AI-generated material that informed their work

(this includes in-text citations and/or use of quotations, and in your reference list). Using an AI tool to generate content without proper attribution qualifies as academic dishonesty and violates Texas A&M-San Antonio's standards of academic integrity.

NOTE: Guidance for how to cite AI-generators, like ChatGPT, can be found here <https://apastyle.apa.org/blog/how-to-cite-chatgpt>

Late Work

Due dates are non-negotiable unless an extension is provided to the entire class. All written assignments are due before class on the day they are due. All late assignments will be subject to a deduction of 1 point from the total points available for the assignment for each day assignment has been turned in late (including weekends).

Grading Policy

A=	90-100 points
B=	80-89 points
C=	70-79 points
D=	60-69 points
F=	59 points and below

Course Requirements

CACREP Standards	Assignment	Points	Due Date
2.F.2.a., 2.F.2.b., 2.F.2.c., 2.F.2.d., 2.F.2.e., 2.F.2.f., 2.F.2.g., 2.F.2.h, 5.C.2.j., 5.F.2.m.	Four Textbook Quizzes	20 (5 points each)	Sept 22 Oct 6 Nov 3 Nov 24
2.F.2.a., 2.F.2.h., 5.C.2.j., 5.F.2.m.	Discussion Board Post: Cultural Introduction	10	Sept 15
2.F.2.a., 2.F.2.b., 2.F.2.c., 5.C.2.j	Clinical Case Scenario	20	Oct 20
2.F.2.b., 2.F.2.c., 2.F.2.d., 2.F.2.e., 2.F.2.g., 2.F.2.h, 5.C.2.j., 5.F.2.m.	Summative Reflection Paper	30	Nov 10
2.F.2.c., 2.F.2.e., 2.F.2.g.	Multicultural and Social Justice Counseling Competencies Quiz	5	Dec 12
	Attendance & Participation	15	Ongoing
Total Points		100	
	<i>OPTIONAL: Basics of APA</i>	3	<i>Oct 20</i>

Quizzes: There will be a total of FIVE quizzes. Four quizzes will cover the indicated chapters of the assigned textbook and one quiz will cover the Multicultural and Social Justice Counseling Competencies. All quizzes will be completed virtually, on Blackboard.

- Quiz One: Chapters 1-6, Chapter 22, Chapter 25
- Quiz Two: Chapters 7-10, Chapters 16-17
- Quiz Three: Chapters 11-15, Chapters 18-19, Chapter 23
- Quiz Four: Chapters 20-21, Chapter 24, Chapters 26-28
- Quiz Five: Multicultural and Social Justice Counseling Competencies

Discussion Board Post- Cultural Introductions: Students will provide a brief post in paragraph form on the Discussion Board on Blackboard in which they will provide the following information:

- Preferred Name
- Graduate Degree Program (i.e., school counseling, clinical mental health, or marriage couple and family counseling)
- Using the ADDRESSING model, students will indicate which cultural identity listed in the model is most salient to their own identities and why.
- Using the ADDRESSING model, students will indicate which cultural group they are most interested in learning more about this semester and why.

Discussion Board Post- Cultural Introductions Rubric	
Item	Points
Student identifies preferred name.	2
Student identifies degree program.	2
Student effectively uses ADDRESSING model to indicate most salient identity and clearly explains why.	2
Student effectively uses ADDRESSING model to indicate which cultural group they want to learn more about and clearly explains why.	2
Student provides response in paragraph form, with minimal spelling and grammar errors.	2
Total Points Possible	10

Clinical Case Scenarios: Students will read or view the assigned case study and complete the associated discussion questions. Response should follow APA standards. No APA title page needed.

Clinical Case Scenario Rubric	
Item	Points
Responds to all questions related to the clinical case scenario	4
Responses are no shorter than six sentences in length.	4
Each response has at least one APA citation	4
Any ideas or claims presented are effectively supported with APA citations within each response.	4
Reference page is provided in correct APA format.	4
Total Points Possible	20

Summative Reflection Paper: Students will write a summative reflection paper describing the development of their culture and perspective on social and cultural issues, including the experiences that informed their current beliefs. Students will identify a cultural identity model they identify with and address how their socio-cultural backgrounds impact their work as a counselor. This assignment will be graded according to the rubric provided under the Key Performance Indicator section of this syllabus. Title and Reference Page expected. At least one APA citation expected. Maximum of 30 points.

APA 7th Edition Optional Extra Credit: Complete the quiz for the [Basics of APA Guide](#) tutorial. Save a copy of the results to serve as your certificate of completing the tutorial. Upload your certificate of completion on Blackboard to earn three points extra credit.

Support for APA 7th Edition Writing

- The A&M-SA Library has print copies of [APA Publication Manual 7th Edition \(2020\)](#) for in-library use.
- Much of the essential content from the print manual is available online for the 7th Edition. See the APA's 7th Edition [Style and Grammar Guidelines page](#) for links to explanations and examples for most rules.

- For additional resources, see the Library's [Basics of APA Guide](https://libguides.tamusa.edu/academic_tools/basic_apa) [https://libguides.tamusa.edu/academic_tools/basic_apa], contact the [A&M-SA Writing Center](https://www.tamusa.edu/college-of-arts-and-sciences/language-literature-arts/english/writing-center/index.html) [<https://www.tamusa.edu/college-of-arts-and-sciences/language-literature-arts/english/writing-center/index.html>] (210) 784-1332; or call or email [Kimberly Grotewold](mailto:kimberly.grotewold@tamusa.edu) the Education Librarian [kimberly.grotewold@tamusa.edu] (210) 784-1519.

Course Calendar:

Week	CACREP Standards	*Date	Topic	Assignment Due
Week 1	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	8/29	Syllabus Review Becoming a Culturally Responsive Counselor; Offering Anti-Oppressive Counseling	Readings: Chapter 1 Chapter 2
Week 2	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	9/5	Counseling with Cultural Humility; Social Justice & Advocacy Readiness	Readings: Chapter 3 Chapter 4
Week 3	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	9/12	Asynchronous Class-- Complete the following Assignments by 9/15: <ul style="list-style-type: none"> • Discussion Board Post: Cultural Introductions • Link to Tevera on Blackboard • Review: <ul style="list-style-type: none"> ○ Chapt 22 Culturally Responsive Counseling Related to Poverty, Middle Class, and Affluence ○ Chapt 25 Broaching Race and Other Cultural Identities ○ Multicultural & Social Justice Counseling Competencies ○ ACA Code of Ethics 	
Week 4	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	9/19	Culturally Responsive Counseling for Clients of: African American, African, and Afro-Caribbean Descent; Asian American and Pacific Islander Descent; Cross' Black Identity Development Model	Readings: Chapter 5 Chapter 6 Due: Quiz One available on Bb 9/19-9/22
Week 5	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	9/26	Culturally Responsive Counseling for Clients of: Latinx Descent; Native American Descent; European American Descent Hardiman's White Racial Identity Development Model; Helm's White Racial Identity Development Model	Readings: Chapter 7 Chapter 8 Chapter 9
Week 6	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	10/3	Culturally Responsive Counseling for Clients of: Multiracial Descent; Jewish Descent; Muslim and Middle Eastern/North African Descent	Readings: Chapter 10 Chapter 16 Chapter 17 Due: Quiz Two available on Bb 10/3-10/6
Week 7	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	10/10	Culturally Responsive Counseling for Lesbian, Gay, Bisexual, Queer++ Clients; Transgender Clients; Women Clients	Readings: Chapter 11-15 ASERVIC Spiritual Competencies (2009)

			Culturally Responsive Counseling for Men Clients; Religion, Spirituality, and Other Faiths;	
Week 8	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	10/17	Asynchronous Class-- Complete the following Assignments by 10/20: <ul style="list-style-type: none"> Clinical Case Scenario <i>OPTIONAL EXTRA CREDIT: Basics of APA Guide</i> 	
Week 9		10/24	Older Adults and Addressing Ageism; Culturally Responsive Counseling Related for Clients With Disabilities and Addressing Ableism; Polyamory, Kink, and Taboo Culture	Readings: Chapter 18 Chapter 19 Chapter 23
Week 10	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	10/31	Asynchronous Class—Complete the following Assignments by 11/3: <ul style="list-style-type: none"> Quiz Three available on Bb 10/31-11/3 	
Week 11	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	11/7	Culturally Responsive Counseling With Immigrant and Refugee Clients	Readings: Chapter 20 Due: Summative Reflection Paper by 11/10
Week 12	2.F.1.m.; 2.F.2.a.; 2.F.2.c.; 2.F.2.e.; 2.F.7.b.; 2.F.2.e.; 2.f.2.m.; 5.C.2.a.	11/14	Culturally Responsive Counseling With Military Clients and Families; Gamer Culture, Fandoms, and Related Subcultures; Cultural Considerations for Assessment, Diagnosing, and Treatment Planning	Readings: Chapter 21 Chapter 24 Chapters 26
Week 13	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	11/21	Cultural Considerations for Supervision, Inclusive Workplaces; Mock Counseling Sessions	Readings: Chapters 27-28 Due: Quiz Four available on Bb 11/21-11/24
Week 14		11/28	Thanksgiving Holiday: No Classes	
Week 15	2.F.2.a.,b.,c,d.,e.,f.,g.,h.	12/5	Review Multicultural and Social Justice Counseling Competencies and Counseling Competencies Scale-Revised (CCS-R); Mock counseling sessions	Readings: <ul style="list-style-type: none"> Multicultural and Social Justice Counseling Competencies (2015) CCS-R Document
		12/6	STUDY DAY: NO CLASS	
Week 16	2.F.2.c., 2.F.2.e., 2.F.2.g.	12/12	On-Line Final Exam Multi-Cultural & Social Justice Counseling Competencies Quiz (Opens on 12/10 and is due by 12/12)	

Note:

*All dates and assignments are tentative. Instructor reserves the right to make changes as needed.

** Please see additional university policy and resource information below.



TEXAS A&M UNIVERSITY
SAN ANTONIO

****IMPORTANT POLICIES AND RESOURCES**

Academic Accommodations for Individuals with Disabilities: Texas A&M University-San Antonio is committed to providing all students with reasonable access to learning opportunities and accommodations in accordance with The Americans with Disabilities Act, as amended, and Section 504 of the Rehabilitation Act. If you experience barriers to your education due to a disability or think you may have a disability, Disability Support Services is located in the Central Academic Building, Suite 210. You can also contact us via phone at (210) 784-1335, visit us <https://www.tamusa.edu/Disability-Support-Services/index.html> or email us at dss@tamusa.edu. Disabilities may include, but are not limited to, attentional, learning, mental health, sensory, physical, or chronic health conditions. All students are encouraged to discuss their disability-related needs with Disability Support Services and their instructors as soon as possible.

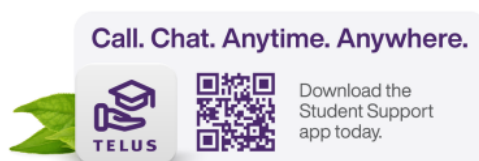
Academic Learning Center: The Academic Learning Center provides free course-based tutoring to all currently enrolled students at Texas A&M University-San Antonio. Students wishing to work with a tutor can make appointments through the Brainfuse online tutoring platform. Brainfuse can be accessed in the *Tools* section of Blackboard. You can contact the Academic Learning Center by emailing tutoring@tamusa.edu, calling (210) 784-1307, or visiting the Central Academic Building, room 202.

Counseling/Mental Health Resources: As a college student, there may be times when personal stressors interfere with your academic performance and negatively impact your daily functioning. If you are experiencing emotional difficulties or mental health concerns, support is available to you through the Student Counseling Center (SCC). To schedule an appointment, call 210-784-1331 or visit Madla 120.

All mental health services provided by the SCC are free and confidential (as the law allows). The Student Counseling Center provides brief individual and group therapy, crisis intervention, consultation, case management, and prevention services. For more information on SCC services visit tamusa.edu/studentcounseling

Crisis support is available 24/7 by calling the SCC at 210-784-1331 (after-hours select option '2').

Additionally, the TELUS Student Support App provides a variety of mental health resources to including support for in the moment distress, an anonymous peer to peer support network, mental health screenings, podcasts, and articles to improve your mental wellbeing.



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 with instructions and updates. To register or update your information visit: <https://tamusa.bbcportal.com/>.

More information about Emergency Operations Plan and the Emergency Action Plan can be found here: <https://www.tamusa.edu/about-us/emergency-management/>.

Download the SafeZone App (<https://safezoneapp.com/>) for emergencies or call (210) 784-1911. Non-Emergency (210) 784-1900.

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.

Writing, Language, and Digital Composing Center: The Writing, Language, and Digital Composing Center supports graduate and undergraduate students in all three colleges as well as faculty and staff. Tutors work with students to develop reading skills, prepare oral presentations, and plan, draft, and revise their written assignments. Our language tutors support students enrolled in Spanish courses and students composing in Spanish for any assignment. Our digital studio tutors support students working on digital projects such as eportfolios, class presentations, or other digital multimedia projects. Students can schedule appointments through JagWire under the Student Services tab. Click on “Writing, Language, and Digital Composing Center” to make your appointment. The Center offers face-to-face, synchronous online, and asynchronous digital appointments. 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 <https://www.tamusa.edu/academics/>.

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 submit a CARE referral (<https://www.tamusa.edu/university-policies/Student-Rights-and-Responsibilities/file-a-report.html>) for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to direct you to available resources.

Military Affairs: Veterans and active-duty military personnel are welcomed and encouraged to visit the Office of Military Affairs for any question involving federal or state VA Education Benefits. Visit the Patriots’ Casa building, room 202, or to contact the Office of Military Affairs with any questions at military.va@tamusa.edu or (210)784-1397.

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, equal 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 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, gender expression, or pregnancy/parenting status. 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 providing 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’s Title IX Coordinator can support those impacted by such conduct 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 Title IX Coordinator.

Please be aware that all A&M-San Antonio employees (other than those designated as confidential resources such as counselors and trained victim advocates) 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, sexual violence, or other related misconduct, the faculty member must share that information with the university's Title IX Coordinator (titleix@tamusa.edu, 210-784-2061, CAB 439K). If you wish to speak to a confidential employee who does not have this reporting requirement, you can contact the Student Counseling Center at (210) 784-1331 or visit them in Madla 120.

Pregnant/Parenting Students: Texas A&M-San Antonio does not require a pregnant or parenting student, solely because of that status or issues related to that status, to (1) take a leave of absence or withdraw from their degree or certificate program; (2) limit the student's studies; (3) participate in an alternative program; (4) change the student's major, degree, or certificate program; or (5) refrain from joining or cease participating in any course, activity, or program at the University. The university will provide such reasonable accommodations to pregnant students as would be provided to a student with a temporary medical condition that are related to the health and safety of the student and the student's unborn child. These could include maintaining a safe distance from substances, areas, and activities known to be hazardous to pregnant individuals and their unborn child; excused absences because of illness or medical appointments; modified due dates for assignments; rescheduled tests/exams; taking a leave of absence; and being provided access to instructional materials and video recordings of lectures for excused absences, if these would be provided to any other student with an excused absence. Pregnant/parenting students are encouraged to contact the Title IX Coordinator with any questions or concerns related to their status (titleix@tamusa.edu; 210-784-2061; CAB 439K).

Texas A&M-San Antonio has also designated the Title IX Coordinator as the liaison officer for current or incoming students who are the parent or guardian of a child younger than 18 years of age. The Title IX Coordinator can provide students with information regarding support services and other resources.

Students' Rights and Responsibilities: The following statement of students' rights and responsibilities is intended to reflect the philosophical base upon which University Student Rules are built. This philosophy acknowledges the existence of both rights and responsibilities, which is inherent to an individual not only as a student at Texas A&M University-San Antonio but also as a citizen of this country.

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 administrative rule 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, gender identity, gender expression, and pregnancy/parenting 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 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, and University Catalog, and to comply with them, as well as with federal, state, and local laws.
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 a safe environment for learning.
5. A student has the responsibility to check their university email for any updates or official university notifications.

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. Conduct that infringes on the rights of another individual will not be tolerated.

Students are expected to exhibit a high level of honesty and integrity in their pursuit of higher education. Students engaging in an act that violates the standards of academic integrity will find themselves facing academic and/or disciplinary sanctions. Academic misconduct is any act, or attempt, which gives an unfair advantage to the student. Additionally, any behavior specifically prohibited by a faculty member in the course syllabus or class discussion may be considered as academic misconduct. For more information on academic misconduct policies and procedures please review the Student Code of Conduct (<https://www.tamusa.edu/university-policies/student-rights-and-responsibilities/documents/Student-Handbook-2022-23.pdf>) or visit the resources available in the OSRR website (<https://www.tamusa.edu/university-policies/student-rights-and-responsibilities/academic-integrity.html>)

Important Dates:

August 26	First day of class
September 2	Labor Day Holiday
November 11	Last day to drop with an automatic "W"
November 19	Last day to drop a course or withdraw from the University
November 27	Study Day – No classes
November 28-30	Thanksgiving Holiday – No classes
December 5	Last day of classes
December 6	Study Day – No classes
December 7-13	Final exams

The complete academic calendar is available online: <https://www.tamusa.edu/academics/academic-calendar/index.html>



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