



**[Course Number and Name]**  
[Spring/Summer/Fall] Semester 20[XX]  
[Meeting Days], [Time – Time]; [Room]

**Instructor:**

**Email:**

**Phone Number:**

**Office Hours:**

**Office Location:**

**Skype/IM/Canvas Conference Office Hours:**

[It's good practice to identify your preferred method of contact/communication.]

**Required Materials**

[List references for books and other materials for the course here.]

**Course Description**

[The description should be from the course catalog; for courses that are special topics your department should approve the description. Here you should also indicate whether the course meets a GE requirement, what the pre/co-requisites are, and how many credit hours the course is too.]

**Course Outcomes**

[Learning outcomes should be phrased with active terminology. Ensure these learning outcomes map to course assessments, so you can measure student success in attaining these.]

By the end of this course, you will be able to:

- ...[example] identify the six major components of...
- ...
- ...
- ...

**Teaching and Learning Methods**

[Briefly list how you envision running this course. How will you teach this course – mostly lecture, discussions, exploring case studies, experiential learning, problem-based learning, etc.? How do you want students to be engaged? You might also insert a brief paragraph reflecting your teaching philosophy here.]

## University Policies

[The following statements are **required** on every course syllabus.]

1. ***The Americans with Disabilities Act.*** The University of Utah seeks to provide equal access to its programs, services, and activities for people with disabilities. If you will need accommodations in this class, reasonable prior notice needs to be given to the Center for Disability Services, 162 Olpin Union Building, (801) 581-5020. CDS will work with you and the instructor to make arrangements for accommodations. All written information in this course can be made available in an alternative format with prior notification to the Center for Disability Services.
2. ***University Safety Statement.*** The University of Utah values the safety of all campus community members. To report suspicious activity or to request a courtesy escort, call campus police at 801-585-COPS (801-585-2677). You will receive important emergency alerts and safety messages regarding campus safety via text message. For more information regarding safety and to view available training resources, including helpful videos, visit [safeu.utah.edu](http://safeu.utah.edu).
3. ***Addressing Sexual Misconduct.*** Title IX makes it clear that violence and harassment based on sex and gender (which includes sexual orientation and gender identity/expression) is a civil rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, color, religion, age, status as a person with a disability, veteran's status or genetic information. If you or someone you know has been harassed or assaulted, you are encouraged to report it to the Title IX Coordinator in the Office of Equal Opportunity and Affirmative Action, 135 Park Building, 801-581-8365, or the Office of the Dean of Students, 270 Union Building, 801-581-7066. For support and confidential consultation, contact the Center for Student Wellness, 426 SSB, 801-581-7776. To report to the police, contact the Department of Public Safety, 801-585-2677(COPS).
4. ***COVID-19 Campus Guidelines.*** Students are required to self-report if they test positive for COVID-19. To report, please contact:  
**COVID-19 Central @ The U**  
801-213-2874  
[coronavirus.utah.edu](http://coronavirus.utah.edu)

To reduce the spread of COVID-19 on campus, **face coverings are required in all in-person classes for both students and faculty.**

Based on CDC guidelines, the University requires everyone to wear face coverings in shared public spaces on campus. **If you repeatedly fail to wear a face covering in class, you may be referred to the Dean of Students for a possible violation of the Student Code.**

**Some courses may require attendance due to hands-on coursework.** Please read the syllabus and attendance requirements for the course thoroughly.

**Some students may qualify for accommodations & exemptions from these guidelines through the Americans with Disabilities Act (ADA).** Accommodations should be obtained prior to the first day of class.

If you believe you meet these criteria, contact:

**Center for Disability & Access**  
801-581-5020  
disability.utah.edu  
162 Union Building  
200 S. Central Campus Dr.  
Salt Lake City, UT 84112

[The following statements **are encouraged** by the University for every syllabi. It is up to the instructors to determine if it is appropriate for their class.]

5. *[optional]* **Undocumented Student Support Statement.** Immigration is a complex phenomenon with broad impact—those who are directly affected by it, as well as those who are indirectly affected by their relationships with family members, friends, and loved ones. If your immigration status presents obstacles to engaging in specific activities or fulfilling specific course criteria, confidential arrangements may be requested from the Dream Center. Arrangements with the Dream Center will not jeopardize your student status, your financial aid, or any other part of your residence. The Dream Center offers a wide range of resources to support undocumented students (with and without DACA) as well as students from mixed-status families. To learn more, please contact the Dream Center at 801.213.3697 or visit [dream.utah.edu](http://dream.utah.edu).
6. *[optional]* **Drop/Withdrawal Policies.** Students may drop a course within the first two weeks of a given semester without any penalties. Students may officially withdraw (W) from a class or all classes after the drop deadline through the midpoint of a course. A “W” grade is recorded on the transcript and appropriate tuition/fees are assessed. The grade “W” is not used in calculating the student’s GPA. For deadlines to withdraw from full-term, first, and second session classes, see the U’s Academic Calendar.
7. *[optional]* Other important information to consider including:
  - a. Student Code: <http://regulations.utah.edu/academics/6-400.php>
  - b. Accommodation Policy (see Section Q):  
<http://regulations.utah.edu/academics/6-100.php>
8. *[optional]* **Wellness Statement.** Your personal health and wellness are essential to your success as a student. Personal concerns like stress, anxiety, relationship difficulties, depression, or cross-cultural differences can interfere with a student’s ability to succeed and thrive in this course and at the University of Utah.

Please feel welcome to reach out to your instructor or TA's to handle issues regarding your coursework. For helpful resources to manage your personal wellness and counseling options, contact:

**Center for Student Wellness**

801-581-7776

[wellness.utah.edu](http://wellness.utah.edu)

2100 Eccles Student Life Center  
1836 Student Life Way  
Salt Lake City, UT 84112

**Women's Resource Center**

801-581-8030

[womenscenter.utah.edu](http://womenscenter.utah.edu)

411 Union Building  
200 S. Central Campus Dr.  
Salt Lake City, UT 84112

9. *[optional] Diverse Student Support.* Your success at the University of Utah is important to all of us here! If you feel like you need extra support in academics, overcoming personal difficulties, or finding community, the U is here for you.

*Student Support Services (TRIO)*

TRIO federal programs are targeted to serve and assist low-income individuals, first-generation college students, and individuals with disabilities.

Student Support Services (SSS) is a TRIO program for current or incoming undergraduate university students who are seeking their first bachelor's degree and need academic assistance and other services to be successful at the University of Utah.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**Student Support Services (TRIO)**

801-581-7188

[trio.utah.edu](http://trio.utah.edu)

Room 2075  
1901 E. S. Campus Dr.  
Salt Lake City, UT 84112

*American Indian Students*

The AIRC works to increase American Indian student visibility and success on campus by advocating for and providing student centered programs and tools to enhance

academic success, cultural events to promote personal well-being, and a supportive “home-away-from-home” space for students to grow and develop leadership skills.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**American Indian Resource Center**

801-581-7019

[diversity.utah.edu/centers/airc](http://diversity.utah.edu/centers/airc)

Fort Douglas Building 622

1925 De Trobriand St.

Salt Lake City, UT 84113

*Black Students*

Using a pan-African lens, the Black Cultural Center seeks to counteract persistent campus-wide and global anti-blackness. The Black Cultural Center works to holistically enrich, educate, and advocate for students, faculty, and staff through Black centered programming, culturally affirming educational initiatives, and retention strategies.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**Black Cultural Center**

801-213-1441

[diversity.utah.edu/centers/bcc](http://diversity.utah.edu/centers/bcc)

Fort Douglas Building 603

95 Fort Douglas Blvd.

Salt Lake City, UT 84113

*Students with Children*

Our mission is to support and coordinate information, program development and services that enhance family resources as well as the availability, affordability and quality of child care for University students, faculty and staff.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**Center for Childcare & Family Resources**

801-585-5897

[childcare.utah.edu](http://childcare.utah.edu)

408 Union Building

200 S. Central Campus Dr.

Salt Lake City, UT 84112

### *Students with Disabilities*

The Center for Disability Services is dedicated to serving students with disabilities by providing the opportunity for success and equal access at the University of Utah. They also strive to create an inclusive, safe, and respectful environment.

For more information about what support they provide and links to other resources, view their website or contact:

#### **Center for Disability Services**

801-581-5020

[disability.utah.edu](http://disability.utah.edu)

162 Union Building

200 S. Central Campus Dr.

Salt Lake City, UT 84112

### *Students of Ethnic Descent*

The Center for Ethnic Student Affairs offers several programs dedicated to the success of students with varied cultural and ethnic backgrounds. Their mission is to create an inclusive, safe campus community that values the experiences of all students.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

#### **Center for Ethnic Student Affairs**

801-581-8151

[diversity.utah.edu/centers/cesa/](http://diversity.utah.edu/centers/cesa/)

235 Union Building

200 S. Central Campus Dr.

Salt Lake City, UT 84112

### *English as a Second/Additional Language (ESL) Students*

If you are an English language learner, there are several resources on campus available to help you develop your English writing and language skills. Feel free to contact:

#### **Writing Center**

801-587-9122

[writingcenter.utah.edu](http://writingcenter.utah.edu)

2701 Marriott Library

295 S 1500 E

Salt Lake City, UT 84112

#### **English for Academic Success (EAS) Program**

801-581-8047

[linguistics.utah.edu/eas-program](http://linguistics.utah.edu/eas-program)

2300 LNCO  
255 S. Central Campus Dr.  
Salt Lake City, UT 84112

**English Language Institute**

801-581-4600

[continue.utah.edu/eli](http://continue.utah.edu/eli)

540 Arapeen Dr.  
Salt Lake City, UT 84108

*Undocumented Students*

Immigration is a complex phenomenon with broad impact—those who are directly affected by it, as well as those who are indirectly affected by their relationships with family members, friends, and loved ones. If your immigration status presents obstacles that prevent you from engaging in specific activities or fulfilling specific course criteria, confidential arrangements may be requested from the Dream Center.

**Arrangements with the Dream Center will not jeopardize your student status, your financial aid, or any other part of your residence.** The Dream Center offers a wide range of resources to support undocumented students (with and without DACA) as well as students from mixed-status families.

For more information about what support they provide and links to other resources, view their website or contact:

**Dream Center**

801-213-3697

[dream.utah.edu](http://dream.utah.edu)

1120 Annex (Wing B)  
1901 E. S. Campus Dr.  
Salt Lake City, UT 84112

*LGBTQ+ Students*

The LGBTQ+ Resource Center acts in accountability with the campus community by identifying the needs of people with a queer range of [a]gender and [a]sexual experiences and responding with university-wide services.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

**LGBTQ+ Resource Center**

801-587-7973

[lgbt.utah.edu](http://lgbt.utah.edu) (Links to an external site.)

409 Union Building  
200 S. Central Campus Dr.  
Salt Lake City, UT 84112

### *Veterans & Military Students*

The mission of the Veterans Support Center is to improve and enhance the individual and academic success of veterans, service members, and their family members who attend the university; to help them receive the benefits they earned; and to serve as a liaison between the student veteran community and the university.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

#### **Veterans Support Center**

801-587-7722

[veteranscenter.utah.edu](http://veteranscenter.utah.edu) (Links to an external site.)

418 Union Building  
200 S. Central Campus Dr.  
Salt Lake City, UT 84112

### *Women*

The Women's Resource Center (WRC) at the University of Utah serves as the central resource for educational and support services for women. Honoring the complexities of women's identities, the WRC facilitates choices and changes through programs, counseling, and training grounded in a commitment to advance social justice and equality.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

#### **Women's Resource Center**

801-581-8030

[womenscenter.utah.edu](http://womenscenter.utah.edu)

411 Union Building  
200 S. Central Campus Dr.  
Salt Lake City, UT 84112

### *Inclusivity at the U*

The Office for Inclusive Excellence is here to engage, support, and advance an environment fostering the values of respect, diversity, equity, inclusivity, and academic excellence for students in our increasingly global campus community. They also handle reports of bias in the classroom as outlined below:



*Bias or hate incidents consist of speech, conduct, or some other form of expression or action that is motivated wholly or in part by prejudice or bias whose impact discriminates, demeans, embarrasses, assigns stereotypes, harasses, or excludes individuals because of their race, color, ethnicity, national origin, language, sex, size, gender identity or expression, sexual orientation, disability, age, or religion.*

For more information about what support they provide and links to other resources, or to report a bias incident, view their website or contact:

**Office for Inclusive Excellence**

801-581-4600

[inclusive-excellence.utah.edu](http://inclusive-excellence.utah.edu) (Links to an external site.)

170 Annex (Wing D)

1901 E. S. Campus Dr.

Salt Lake City, UT 84112

*Other Student Groups at the U*

To learn more about some of the other resource groups available at the U, check out:

[getinvolved.utah.edu/](http://getinvolved.utah.edu/)

[studentsuccess.utah.edu/resources/student-support](http://studentsuccess.utah.edu/resources/student-support)

**Course Policies**

[Policies vary from course to course; here are some possible categories. Also, this can address faculty and student responsibilities – so you can add expectations about work outside of class, your grading turn around time, etc. – general expectations for instructor and students.]

*Attendance & Punctuality:* [According to University policy, “**Instructors must communicate any particular attendance requirements of the course to students in writing on or before the first class meeting**” (PPM, Policy 6-100III-O)].

*Participation:*

*Food & Drink:*

*Electronic Devices in Class:*

*Canvas:*

*Etc.:*

**Assignments**

[You can provide entire summary/details of assignments here or provide brief overview and elaborate in class, on handouts, or in Canvas.]

Assignment Title [Repeat as necessary for each assignment.]  
Description, details, due dates, etc.

**Grading Policy (Evaluation Methods & Criteria)**

[Depending on your approach – percentages, numeric values, scale you will use, any details about curves, etc.]

**Course Schedule**

[List the agenda for the semester including when and where the final exam will be held.]

<u>Date</u>	<u>Topic/Discussion</u>	<u>Reading</u>
<b>Week 1:</b> Mon Jan 7	Course Introduction and Syllabus/Schedule Review	
Wed Jan 9	Important Definitions for the Course	Chapter 1
<b>Week 2:</b>		
<b>Week 3:</b>		
<b>Week 4:</b>		
<b>Week 5:</b>		
<b>Week 6:</b>		
<b>Week 7:</b>		
<b>Week 8:</b>		
<b>Week 9:</b>		
<b>Week 10:</b>		
<b>Week 11:</b>		
<b>Week 12:</b>		

**Week 13:**

**Week 14:**

**Week 15:**

**Week 16:**

**Finals Week:**

*Note: This syllabus is meant to serve as an outline and guide for our course. Please note that I may modify it with reasonable notice to you. I may also modify the Course Schedule to accommodate the needs of our class. Any changes will be announced in class and posted on Canvas under Announcements.*