##### PSY1650.001: GENERAL PSYCHOLOGY II

**Spring 2021**

###### Location: Online Zoom

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| **Course instructor** | Dr. Calvin M. Sims |
| **Course TAs****Office**  | Julian Yoon, Hanan Rafiuddin, Christopher AlkaireZoom  |
| **Email** | Calvin.Sims@Unt.edu  |
| **Office hours** | Wednesdays 10:00 am to 12:00 pm by Appointment (Zoom) / Other times by Request |

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## Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT’s full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

**COURSE OVERVIEW & OBJECTIVES**

This course will introduce psychology as a scientific discipline and a profession. Emphasis will be placed on the diverse theoretical approaches within psychology and applications of these theories. We will broadly cover core areas in psychology such as research methods, cognition, attention, memory, sensation, perception, health, emotion, and stress. What I hope happens in the course is that some flicker of curiosity and wonder takes place that will get you excited about the field and challenge what you think you know about it. I am hoping that the broad areas we cover will encourage you to further explore the field or at least find sub areas from which to seek more information and knowledge. I hope this class is a bridge to you finding some part of yourself within the scientific topics that we cover and that encourages to pursue even further study of Psychology.

By the end of this course you should be able to:

1. Understand different Psychological disorders and their treatments
2. Analyze how the mind processes and responds to environmental stimuli
3. Evaluate the relationship between Health and Psychology
4. Apply learnt skills in the creation an APA accurate bibliography

**REQUIRED TEXT**

*Psychology: Life & Living,* Wade & Tavris, (12th Edition)

**COURSE WEBSITE**

The course website contains information about reading assignments, schedule updates, and other important course-related material. The course website is located on Canvas. Please check emails and announcements from the site first.

**COURSE STRUCTURE**

Our course is listed as remote. Sometime during Monday (possibly late Monday or Early Tuesday), a new module will upload to Canvas with lectures, videos, assignments, etc for the week. Canvas will be our main tool of communication and turning in work. Be sure you pay attention to announcements and emails! I will do my best to let you know ahead of time if any parts of the course change over the week.

**COURSE PREREQUISITES**

You probably took General Psychology I if you’re in here now!

**TEACHING PHILOSOPHY**

As a professor, my goal is always to ensure that you learn the material. While the purpose of grades is to evaluate your performance in the class, what often happens is that they become the sole focus of your class experience. The class is designed for you to do the one thing you are here to do: learn. If you receive an A in this class but can’t remember anything from the course 3 years down the road, I’ve failed as a professor. If you receive a B in the course and can recall concepts 3 years from now, that means I have served you well. I focus on the latter as an evaluation of your performance. There are enough assignments in the class to where you shouldn’t have to worry about did you pass. Rather, I want you to learn the concepts we talk about and be able to discuss them intellectually and apply the material to your own lives. My goal as professor is to make sure that you are able to do just that.

**MINIMUM TECHNOLOGY REQUIREMENTS**

* High Speed Internet
* Mobile Hotspot (if you live off campus)
* Speakers
* Microphones
* Plugins
* Ability to stream videos
* Microsoft Office Suite (Word, Powerpoint and Excel, specifically)
* [Canvas Technical Requirements](https://clear.unt.edu/supported-technologies/canvas/requirements) (https://clear.unt.edu/supported-technologies/canvas/requirements)

**TECHNICAL ASSISTANCE**

Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

**UIT Help Desk**: [UIT Student Help Desk site](http://www.unt.edu/helpdesk/index.htm) (http://www.unt.edu/helpdesk/index.htm)

**Email**: helpdesk@unt.edu

**Phone**: 940-565-2324

**In Person**: Sage Hall, Room 130

**Walk-In Availability**: 8am-9pm

**Telephone Availability**:

* Sunday: noon-midnight
* Monday-Thursday: 8am-midnight
* Friday: 8am-8pm
* Saturday: 9am-5pm

**Laptop Checkout**: 8am-7pm

For additional support, visit [Canvas Technical Help](https://community.canvaslms.com/docs/DOC-10554-4212710328) (https://community.canvaslms.com/docs/DOC-10554-4212710328)

RULES OF ENGAGEMENT

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

* While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
* Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
* Ask for and use the correct name and pronouns for your instructor and classmates.
* Speak from personal experiences. Use “I” statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual’s experiences.
* Use your critical thinking skills to challenge other people’s ideas, instead of attacking individuals.
* Avoid using all caps while communicating digitally. This may be interpreted as “YELLING!”
* Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
* Avoid using “text-talk” unless explicitly permitted by your instructor.
* Proofread and fact-check your sources.
* Keep in mind that online posts can be permanent, so think first before you type.
* Let compassion for yourself and for others guide every action you do in the course and outside in the world.

See these [Engagement Guidelines](https://clear.unt.edu/online-communication-tips) (https://clear.unt.edu/online-communication-tips) for more information.

Quizzes

Quizzes will be created by the instructor and posted on Canvas by the TA. These will not be weekly but will cover the materials discussed in the recorded lectures and/or the assigned readings. Do NOT use phones or tablets to take a quiz. When they are assigned, the quizzes will be due Tuesday nights via Canvas. If you find that you need an extension, you will need to email me beforehand so as not to receive a grade of “0” on your quiz. You will most likely receive the extension if you talk to me about why you need it. Be mindful of the quiz due dates located in your syllabus. Quizzes will be available through the semester with your lowest 2 being dropped.

Abstract / Bibilography Write Ups

Research is hard! Writing for journal publication requires a skill set that must be honed over many years. In this class you will get practice in writing Abstracts and Bibliographies according to APA formatting and standards. The rubric and instructions for these write ups will be made available on Canvas. Students will gain practice in research and writing up findings. These write ups will be due **March 19, 2021 at 11:59pm**. The TAs for this course will be grading these papers. Any questions regarding this assignment should be directed to the TAs. This paper will be graded strictly, so students are STRONGLY encouraged to utilize the UNT writing center and/or the TAs. You are more than welcome to have the instructor or the TAs review a draft of your write ups before you submit them. More information will be given out on CANVAS.

Research Participation

 [SONA](http://unt.sona-systems.com/) research is optional for this course and may be used to give you extra credit by your participating in psychology experiments and/or writing summaries of research papers (4 credits for a 2 page summary). If you are under the age of 18, you are not legally allowed to participate in research studies, but you can earn research credits by writing research summaries. If students have any questions about SONA – including summary instructions – all questions can be answered on the [SONA help page](http://sites.google.com/site/sonasystemshelp). Any additional questions regarding SONA should be sent to untsonarep@yahoo.com.

Research Studies

You must be 18 years or older to participate in research studies. To participate in research studies [click here](http://unt.sona-systems.com/) to create an account. Once you create an account, you will be able to find and sign up for studies that interest you. The last day to participate in a study is **Wednesday April 14, 2021,**.

**EVALUATION**

The final grade will be based on the total number of percentage points accumulated from two exams, several in-class assignments, participation online and a small project. The points for each assessment are as follows:

Assignments 20%

Quizzes 15%

Abstract / Bibliography Write Up 20%

Projects/Papers 30%

Participation/Engagement 15%

**GRADING SCALE**

Students are responsible for keeping all graded materials until final grades are made available through Registration and Records for the purpose of resolving a grade dispute. Overall course grades will conform to the following as designated by the university:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A+  | 97-100% |  | B+ | 87-89% |  | C+ | 77-79% |  | D+ | 67-69% |  | F | 0-59% |
| A | 93-96% |  | B | 83-86% |  | C | 73-76% |  | D | 63-66% |  |  |  |
| A- | 90-92% |  | B- | 80-82% |  | C- | 70-72% |  | D- | 60-62% |  |  |  |

**ASSIGNMENT POLICY**

Assignments will be submitted through the CANVAS course website. Additionally, assignment due dates will be posted on CANVAS. Students should immediately report any problems or technical difficulties to the instructor and contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 and obtain a ticket number. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

**EXAMS**

There are no exams in this class but there are a few quizzes. 😊

**CLASS ASSIGNMENTS**

To maximize critical thinking and encourage attendance and full participation, several class assignments will be randomly administered over the course of the semester. These assignments will build on material presented in class and in the text and may include group or individual activities with written products, worksheets, quizzes, and brief writing exercises. Grades of satisfactory or unsatisfactory will be recorded for these exercises. *In order to receive full credit for assignments, one must receive satisfactory on all 5 of the in-class assignments.*

**ATTENDANCE**

When possible please try to attend the face to face session. It’s 8:00 am and no one wants to be in class at 8:00 am but that time is an investment in both your future and your education. Outside of the one face to face, the rest of the course will be remote. I will upload information in your weekly modules and let you know when assignments are due. Even though so much of UNT will be online, someone (e.g. your parents, organization, scholarship or maybe even yourself) is paying for you to attend classes as UNT. Life IS going to get in the way this semester. Your goal is to make sure it doesn’t stop you from learning. **I just ask for communication.** If you suddenly stop turning in work and I have a reason why that is totally and completely different than if you go missing for no reason. It is your responsibility to ensure that sufficient documentation is obtained and submitted to the instructor for extended absences. *I ask that you must email the instructor beforehand if you perceive that you will be missing more than 2 classes consecutively. If you miss a class and it was unforeseeable, you must email the instructor within 24 hours of the 2nd missed classes or 48 Hours prior. Failure to send electronic communication regarding absences will result in a reduction of participation. Communication is key because I need to make sure you are safe and that you are keeping up with the material.*

**RESPONSIBILITES**

As the instructor in this course, I will strive to be prepared for each class, to be available for consultation during the week, conduct fair evaluations of learning, and make the material accessible to you outside of class. As a student in this class, you are responsible for (a) attending lecture and completing reading assignments prior to class, (b) participating in any class activities, (c) obtaining notes (from a fellow classmate) and learning of missed announcements in the event of an absence, (d) submitting any and all assignments on time, and (e) taking the exams on the scheduled dates.

**CLASS ETIQUETTE**

Be prepared to learn and to engage! Please check CANVAS consistently and keep up with announcements, emails and due dates. If you believe you will be late turning in an assignment, please communicate to me why that is and when you believe you can get the work turned in. I am normally very lenient with such things, but I just need to know. Try your best to stay “Zoomed In” if we have the occasional live session. Do not surf the web unless you have found something of interest and relevance to the course (for example an article dealing with some concept we are covering that day that you find fascinating). If we meet for live sessions, I do not mind if you have your video and/or audio muted. The instructor realizes that we live in a global world where information is most quickly shared via social media. Try not to distract others using the chat function. Discussion may be encouraged at times, and differing viewpoints may add to the course. Students should not ever disparage one another but should feel free to challenge each other intellectually, yet respectfully. *This course relies upon the honor system. So, if you tell the instructor anything, the instructor by default will believe you unless facts surface that your statement was not true. The instructor will maintain a classroom environment that is safe enough for you to be honest at all times.*

**COURSE POLICIES**

 *Extensions on assignments.* 1. This semester, there will be a lot of flexibility… provided you email the professor that you need it. You will be given lots of time to complete assignments this semester but if you find you need more time, please email the professor and /or TA to explain why.  *If you find that you will need more time on assignments, please communicate this need to me or the course* TA. Extensions will normally be granted unless we are approaching the final exam days in the course.

 *Exam Questions and Grading Appeals.* If you think you should have received credit for an exam question that was scored as incorrect, you may appeal in writing. Only written requests will be considered. You should e-mail your rationale – this rationale should include references to specific page numbers in your text or lecture dates. *All appeals must occur within one week of the date in which exams are returned in class (whether or not you are present that day).* In addition, remember that, despite our best attempts to present an appearance of infallibility, we actually are not. If you are concerned that I have made a recording error, it is always fine to query me; just try not to be querulous.

 *Inclement weather policy.* If an asteroid is projected to hit the Earth causing an extinction level event, I will permit you to miss class that day. I will possibly allow extensions on work should a nuclear war break out which is very likely in these times. Otherwise, please follow the University’s guidance and I will email you the morning of to answer questions.

### COVID-19 IMPACT ON ATTENDANCE

While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent so I may make a decision about accommodating your request to be excused from class.

If you are experiencing any [symptoms of COVID-19](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

CLASS MATERIALS FOR REMOTE INSTRUCTION

The UNT fall schedule requires this course to have fully remote instruction beginning November 28th. Additional remote instruction may be necessary if community health conditions change or you need to self-isolate or quarantine due to COVID-19. Students will need access to a webcame and microphone to participate in fully remote portions of the class. Information on how to be successful in a remote learning environment can be found at <https://online.unt.edu/learn> .

STATEMENT ON FACE COVERINGS

Face coverings are required in all UNT facilities. Students are expected to wear face coverings during this class should we move from remote to face to face. If you are unable to wear a face covering due to a disability, please contact the Office of Disability Access to request an accommodation. UNT face covering requirements are subject to change due to community health guidelines. Any changes will be communicated via the instructor.

SYLLABUS CHANGE POLICY

This course syllabus is likely to change often. That is just how I roll. It is frequent that I have an idea or some real world occurrence takes place that will alter our schedule. We have to put the course in the context of the real world and so the course is not static. I will email out syllabus changes via CANVAS to keep you posted and mention those changes in class. Sometimes I will create new assignments I didn’t list on the course syllabus, other times, I will not do an assignment that I did list on the course syllabus. Be assured, I always change the syllabus when I think a change will make the class better, easier or more accessible to you. Changes I make are in response to how I see the class going and this semester, these changes are likely given that we have so much to cover, while trying to keep safe from at least 3 variants of a deadly disease concurrent with political upheaval and strife. So just know this syllabus is an IDEA of where I think we will go, but it is not exact.

## UNT POLICES

### ACADEMIC INTEGRITY POLICY

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

### ADA POLICY

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one’s specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the [ODA website](https://disability.unt.edu/) (<https://disability.unt.edu/>).

### PROHIBITION OF DISCRIMINATION, HARASSMENT, AND RETALIATION (Policy 16.004)

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

### EMERGENCY NOTIFICATION & PROCEDURES

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

### RETENTION OF STUDENT RECORDS

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student’s records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University’s policy. See UNT Policy 10.10, Records Management and Retention for additional information.

### ACCEPTABLE STUDENT BEHAVIOR

Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT’s [Code of Student Conduct](https://deanofstudents.unt.edu/conduct) (https://deanofstudents.unt.edu/conduct) to learn more.

### ACCESS TO INFORMATION – EAGLE CONNECT

Students’ access point for business and academic services at UNT is located at: [my.unt.edu](https://my.unt.edu/). All official communication from the University will be delivered to a student’s Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail [Eagle Connect](https://it.unt.edu/eagleconnect) (<https://it.unt.edu/eagleconnect>).

### STUDENT EVALUATION ADMINISTRATION DATES

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 (April 5 – April 22) of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" ([no-reply@iasystem.org](file:///C%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5Cno-reply%40iasystem.org)) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the [SPOT website](http://spot.unt.edu/) (http://spot.unt.edu/) or email [spot@unt.edu](file:///C%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5Cspot%40unt.edu).

### SEXUAL ASSAULT PREVENTION

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT’s Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim’s compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at [SurvivorAdvocate@unt.edu](file:///C%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5CSurvivorAdvocate%40unt.edu) or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at [oeo@unt.edu](file:///C%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5Coeo%40unt.edu) or at (940) 565 2759.

### IMPORTANT NOTICE FOR F-1 STUDENTS TAKING DISTANCE EDUCATION COURSES

**Federal Regulation**

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the [Electronic Code of Federal Regulations website](http://www.ecfr.gov/) (http://www.ecfr.gov/). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

**University of North Texas Compliance**

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student’s responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

### Student Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses.

See [UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses](https://policy.unt.edu/policy/07-002) (https://policy.unt.edu/policy/07-002).

### **Use of Student Work**

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student’s permission unless all of the following criteria are met:

* The work is used only once.
* The work is not used in its entirety.
* Use of the work does not affect any potential profits from the work.
* The student is not identified.
* The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student’s written permission.

Download the UNT System Permission, Waiver and Release Form

**Transmission and Recording of Student Images in Electronically-Delivered Courses**

1. No permission is needed from a student for his or her image or voice to be transmitted live via videoconference or streaming media, but all students should be informed when courses are to be conducted using either method of delivery.
2. In the event an instructor records student presentations, he or she must obtain permission from the student using a signed release in order to use the recording for future classes in accordance with the Use of Student-Created Work guidelines above.
3. Instructors who video-record their class lectures with the intention of re-using some or all of recordings for future class offerings must notify students on the course syllabus if students' images may appear on video. Instructors are also advised to provide accommodation for students who do not wish to appear in class recordings.

Example: This course employs lecture capture technology to record class sessions. Students may occasionally appear on video. The lecture recordings will be available to you for study purposes and may also be reused in future course offerings.

No notification is needed if only audio and slide capture is used or if the video only records the instructor's image. However, the instructor is encouraged to let students know the recordings will be available to them for study purposes.

### CLASS RECORDINGS & STUDENT LIKENESSES

Synchronous (live) sessions in this course will be recorded for students enrolled in this class section to refer to throughout the semester. Class recordings are the intellectual property of the university or instructor and are reserved for use only by students in this class and only for educational purposes. Students may not post or otherwise share the recordings outside the class, or outside the Canvas Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary action.

## Academic Support & Student Services

### STUDENT SUPPORT SERVICES

#### Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

* [Student Health and Wellness Center](https://studentaffairs.unt.edu/student-health-and-wellness-center) (https://studentaffairs.unt.edu/student-health-and-wellness-center)
* [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
* [UNT Care Team](https://studentaffairs.unt.edu/care) (https://studentaffairs.unt.edu/care)
* [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry) (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
* [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling) (https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

#### CHOSEN NAMES

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

* [UNT Records](https://registrar.unt.edu/transcripts-and-records/update-your-personal-information)
* [UNT ID Card](https://sfs.unt.edu/idcards)
* [UNT Email Address](https://sso.unt.edu/idp/profile/SAML2/Redirect/SSO;jsessionid=E4DCA43DF85E3B74B3E496CAB99D8FC6?execution=e1s1)
* [Legal Name](https://studentaffairs.unt.edu/student-legal-services)

*\*UNT euIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.*

#### PRONOUNS

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don’t assume someone’s name, we should also ask and not assume someone’s pronouns.

You can [add your pronouns to your Canvas account](https://community.canvaslms.com/docs/DOC-18406-42121184808) so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

* [What are pronouns and why are they important?](https://www.mypronouns.org/what-and-why)
* [How do I use pronouns?](https://www.mypronouns.org/how)
* [How do I share my pronouns?](https://www.mypronouns.org/sharing)
* [How do I ask for another person’s pronouns?](https://www.mypronouns.org/asking)
* [How do I correct myself or others when the wrong pronoun is used?](https://www.mypronouns.org/mistakes)

#### Additional Student Support Services

* [Registrar](file:///C%3A%5CUsers%5Cjdl0126%5CAppData%5CLocal%5CTemp%5COneNote%5C16.0%5CNT%5C0%5CRegistrar) (https://registrar.unt.edu/registration)
* [Financial Aid](https://financialaid.unt.edu/) (https://financialaid.unt.edu/)
* [Student Legal Services](https://studentaffairs.unt.edu/student-legal-services) (https://studentaffairs.unt.edu/student-legal-services)
* [Career Center](https://studentaffairs.unt.edu/career-center) (https://studentaffairs.unt.edu/career-center)
* [Multicultural Center](https://edo.unt.edu/multicultural-center) (https://edo.unt.edu/multicultural-center)
* [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
* [Pride Alliance](https://edo.unt.edu/pridealliance) (https://edo.unt.edu/pridealliance)
* [UNT Food Pantry](https://deanofstudents.unt.edu/resources/food-pantry) (https://deanofstudents.unt.edu/resources/food-pantry)

### *Academic Support Services*

* [Academic Resource Center](https://clear.unt.edu/canvas/student-resources) (https://clear.unt.edu/canvas/student-resources)
* [Academic Success Center](https://success.unt.edu/asc) (https://success.unt.edu/asc)
* [UNT Libraries](https://library.unt.edu/) (https://library.unt.edu/)
* [Writing Lab](http://writingcenter.unt.edu/) (<http://writingcenter.unt.edu/>)

**Grade Appeals**

**Policy Statement.** Students are responsible for meeting the standards of academic performance established for each course in which they are enrolled as well as requirements for completion of their academic programs. Faculty members are responsible for establishing standards of academic performance and for evaluating student performance in an equitable manner. Faculty decisions in such matters are considered authoritative and can be overturned only when it has been determined that a grade was assigned in an inequitable, arbitrary, or erroneous manner. This policy outlines the grounds for a student grade appeal and the process by which it must be carried out.

**Application of Policy.** Students and Faculty

**Definitions.**

1. Course. “Course” means a unit of study that, upon completion, is recorded on the student’s transcript, or any other graded requirement for program completion (e.g., internship, comprehensive examination, thesis, dissertation).

2. Grade. “Grade” means the final grade issued at the end of a course. Grades assigned for parts of a course (e.g., reports, examinations) may not be appealed and are not subject to review except to the extent that they impact the appeal of the final course grade.

3. Student. “Student” means the individual who received the grade and who has initiated an appeal.

Individuals may not initiate appeals on behalf of others.

4. Instructor. “Instructor” means the faculty member responsible for the course in question.

5. Department Chair. “Department Chair” means the individual holding administrative authority for instructors.

6. Committee. “Committee” means either a standing appeal committee constituted by the

department, college, or school, or an ad hoc grade appeal committee appointed by the chair to review a particular appeal.

7. Dean. “Dean” means the administrative authority for the chair or academic unit in which the grade appeal is lodged.

**Procedures and Responsibilities.**

**1. Appropriate Grounds for Appeal.**

Grades are subject to appeal only when the student believes that the grade was awarded in an inequitable, arbitrary, or erroneous manner. Appropriate grounds for appeal include circumstances where the grade was assigned based on:

a. inequitable treatment that is the result of departure from the instructor’s stated standards, and course policies; or

b. a decision based on an error in fact.

If the student believes that the grade was assigned inappropriately due to discrimination or sexual harassment, the case must first be resolved through procedures for such complaints (see UNT Policy

16.006, Information and Procedural Guidelines for Pursuing and Resolving a Complaint of Discrimination, Including Sexual Harassment). Changes in a grade due to violations of academic integrity cannot be appealed through this process.

**Responsible Party**: Students, Office of Equity and Diversity

**2. Time Limits for Appeal and Resolution.**

The formal grade appeal should be resolved within a maximum of 13 weeks after the semester in which the grade was officially posted. Under extraordinary circumstances, the chair may grant an extension of any time limits identified in this policy.

a. The student must consult with the instructor as soon as possible and no later than 10 calendar days after the start of the following academic term, inclusive of fall, spring, summer and intersession terms.

b. The student must initiate a formal grade appeal in writing to the department chair within five weeks (35 calendar days) of the date the grade was officially posted in the university system.

c. If unresolved, the chair must forward the appeal to a faculty committee within seven (7)

calendar days of its receipt.

d. A grade appeal case should be resolved within five weeks (35 calendar days) of the chair’s

receipt of the written appeal.

e. An appeal to the Dean, described below and based solely upon procedural grounds, may extend the time limit on resolution of the grade appeal by no more than three weeks (21 calendar days).

f. If any person, whether student, faculty or administrator, fails to respond to requests made as part of the grade appeal process within one week of the request, the requester may move forward without that response.

g. The grade issued by the instructor remains in effect during the appeal process.

**Responsible Party**: Students, Instructors

**3. Procedures for the Appeal.**

A. Informal Consultation with Instructor

The student must first discuss the course grade with the instructor in an attempt to resolve the issue. This discussion should occur as soon as possible after receiving the grade and not more than 10 days after the start of the following academic term. If the instructor is unavailable or unresponsive, the student should immediately contact the department chair for guidance, as the 35-day time limit for formal appeal includes this faculty consultation period.

B. Formal Grade Appeal to Department Chair

If consultation with the instructor does not resolve the student’s concerns, the student may

submit a formal appeal to the department chair within the time limit for initiating an appeal.

i. The department chair may attempt to resolve the issue through consultation with the instructor and the student. If both instructor and student agree to a resolution, the appeal ends at this level. The resolution must be described in writing, signed by the department chair, acknowledged in writing as received by the student and instructor, and filed in the student's record in the department.

ii. If the chair does not engage in a consultation, or if the consultation does not resolve the issue, the chair refers the appeal to a faculty committee within seven (7) calendar days of receiving the formal appeal.

C. Faculty Committee Review and Resolution

The committee that reviews the grade appeal may be a standing appeal committee comprised of faculty. If no such committee exists, the department chair appoints an ad hoc grade appeal committee of three faculty members: one selected by the student, one selected by the instructor, and one selected by the chair with agreement of the other two committee members. Committee members may include any person holding a faculty appointment in the department, college or university. The chair's appointee will chair the faculty committee.

i. The committee requests a written statement from the instructor for review along with the student's appeal. The committee may request additional information and will meet with the student, the instructor, and/or others, as it sees fit.

ii. The committee issues one of the following recommendations to the instructor:

1. The grade should remain unchanged, as it was assigned in an equitable and valid manner.

2. The grade should be changed. In this case, the committee must provide a written explanation of this finding to the instructor.

iii. If a grade change is recommended to the instructor, one of the following may occur

The committee requests that the instructor change the grade, in response to the written explanation to the instructor, and the instructor agrees to change the grade.

The committee requests that the instructor change the grade, in response to the written explanation to the instructor, and the instructor disagrees with the committee. In such cases, the instructor should provide a written explanation of their disagreement to the committee.

1. The committee may then concur with the instructor’s assessment and

allow the grade to stand unchanged.

2. However, if the committee upholds its conclusion that the grade should be changed, it may recommend an administrative change of grade to the department chair.

iv. Upon the conclusion of the exchange with the instructor regarding its recommendations, contained in steps C-ii and C-iii, above, the committee submits its final recommendation in writing to the department chair.

v. The department chair notifies both student and instructor of the final resolution to change or not change the grade. The resolution must be described in writing, signed by the department chair, acknowledged as received by student and instructor, and filed in the student's record in the department. The department chair changes the grade, as appropriate. The grade appeal ends at this level and, except under extraordinary circumstances (e.g., the closure of the university due to weather, students’ hospitalization, administrative mandate), shall be completed within 35 calendar days of the chair’s receipt of the written appeal. The only further basis for appeal is on procedural grounds.

D. D ea n ’s Pr oced u ral Review

If either student or instructor believes there was a procedural error in the process, that party may request reconsideration on procedural grounds by filing a written request for review to the dean within 7 (seven) calendar days of having received notice of the resolution. This request must specifically state the procedural grounds for requesting the reconsideration. If the dean determines that the procedures were followed, the dean responds in writing that the faculty committee’s determination has been upheld. The decision of the dean is final.

i. If the dean determines that there were procedural errors, the appeal will be considered anew, and the dean will appoint a new ad hoc grade appeal committee, comprised of individuals holding a full-time faculty appointment within the University. That committee reviews the grade appeal as described in steps C-ii and C-iii, above.

ii. Upon the conclusion of the exchange with the instructor regarding its recommendations, contained in C-ii and C-iii, above, the committee submits its final recommendation in writing to the dean.

iii. The dean shall provide notice of the final resolution to the student, instructor and department chair. The resolution must be described in writing, signed by the department chair, acknowledged as received by student and instructor, and filed in the student's record in the department. The department chair changes the grade, as appropriate.

iv. This process shall extend the timeline by no more than 21 calendar days, except under extraordinary circumstances. The decision of this committee may not be appealed further.

**Responsible Party**: Faculty Review Committee, Dean

**4. Records Retention.**

Documentation of all formal grade appeals, including procedural appeals, whether resolved by a faculty committee, the chair, or the dean, must be maintained in department files for a period of time designated in the university records retention policy.

**References and Cross-references.**

UNT Policy 16.006, Information and Procedural Guidelines for Pursuing and Resolving a Complaint of

Discrimination, Including Sexual Harassment

Approved: 8/89

Effective:

Revised: 7/02, 5/15/2015

**Proposed Schedule for Spring 2021—please remember that these are proposed. Do not do assignments until I formally announce them in class with proper due dates. This is merely an overview of what I think we will get to. Some weeks we will be ahead, other weeks we will be far, far behind still others, I’ll change to something completely different. This is a guide only. CHECK CANVAS FOR ALL DUE DATES**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Proposed Topics and Activities | Proposed Assignments |  |
| Week 1Jan 11 – Jan 15 | Intro/Syllabus | * Syllabus Quiz (15 bonus points) Due by 1/13/21 11:59pm
 |  |
| Week 2Jan 18 – Jan 22 | What is Psychology? How does it relate to Biology? |  |  |
| Week 3Jan 25 – Jan 29 | How Psychologists Do Good Research |  |  |
| Week 4 Feb 1 – Feb 5 | Free Points | Free Points |  |
| Week 5Feb 8 – Feb 12 | The Brain and Nervous System | * Activity Due 2/12 by 11:59pm
 |  |
| Week 6Feb 15 – Feb 19 | Animal Psychology |  |  |
| Week 7Feb 22 – Feb 26 | Health | * Activity Due 2/26 by 11:59pm
 |  |
| Week 8March 1- 5 | Memory | * Activity Due 10/18 by 11:59pm
 |  |
| Week 9March 8 - 12 | Thinking and Intelligence | * Activity Due 10/25 by 11:59pm
 |  |
| Week 10March 15 - 19 | Emotion, Stress,  | * Activity Due 11/1 by 11:59pm

**Last day to submit SONA summaries for feedback 3/19 by 5pm** |  |
| Week 11March 22 - 26 | Sensation / Perception |  |  |
| Week 12March 29 – April 2 | Theories of Personality | * Activity Due 11/15 by 11:59pm
* **Last day to submit SONA summaries 4/2 by 5pm**
 |  |
| Week 13April 5-9 | Psychological Disorders | * Activity Due 11/22 by 11:59pm
 |  |
| Week 14April 12 - 16  | Approaches to Treatment and Therapy | * Activity Due 11/29 by 11:59pm

**Research Article Critique Re-Submission Due any time before Wednesday 4/14 at 11:59pm*** **4/14 Last day to participate in SONA studies**
 |  |
| Week 15  | Optional: How to Get into Grad School / So you want a PhD? (OR Masters, or PsyD or MSW or…) | SPOT Evaluations Due: TBA (15 bonus points) |  |
| April 21 - 22 |  | PRE READING DAYS |  |
| April 23 |  | READING DAY |  |
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