

# ART 3201.502: Sequential Art

## Spring 2026

### Instructor Contact

**Lead Instructor:** Jordan Black (they/them)

**Office Location:** CVAD 326

**Office Hours:** M 9:30-10:30AM, or by appointment via email

**Contact:** [jordan.black@unt.edu](mailto:jordan.black@unt.edu)

Email is my preferred method of contact. I do look at Canvas messages, but not as consistently as email. I will do my best to respond to emails within 48 hours, Mon-Fri, 8AM-5PM. I do not answer emails on weekends.

### Course Description

Sequential Art explores narrative, time, and intent using interdisciplinary studio methods. Discussion of topics like graphic novels, comics, time-based art, and series will reinforce the development of storytelling in student works.

### Course Prerequisites or Other Restrictions

ASTU 2202

### Course Structure

#### Online Lecture:

Course concepts and project structures will be delivered via Canvas. We will be looking at both contemporary and historical art, how drawing is a part of multiple fields in art and design, responding to readings and ideas via discussion boards here. Projects and accompanying research will be delivered via Canvas.

#### Lab Sessions:

This class requires students to meet in person each time your lab is scheduled to meet. Monday-Wednesday labs meet twice per week for 2 hours and 50 minutes each.

In the lab, we will be practicing and analyzing the information absorbed in the lecture through the completion of either 4 ambitious projects over the course of the semester, or one long-term project that has been accepted by instructor via project proposal. The lab will also be spent participating in group

discussions about lecture content, critiquing work, and cultivating community between students and lab instructors.

In each project, students have extensive freedom in determining the outcome.

## Course Objectives

Objectives	Outcomes
Learn more in depth about compositional dynamics and methods, materials and theories in painting	Have a working knowledge of materials and techniques in painting as ideas become conceptually challenging
Exposure and in-depth study of historical and contemporary artist imagery and construction. Additional discussions about contemporary issues in painting	Place works in the historical, contemporary, cultural and stylistic contexts in painting along with a working knowledge about image construction.
Build upon fundamental, technical studio skills.	Create artwork that demonstrates perceptual acuity, conceptual understanding, and technical skill.
Develop an active sketchbook practice	Establishing a “venue” for ideation, editing, planning, experimentation and reflection. Exploring various manifestations for conceptual expression.
Introduction of self-directed content through specific prompts	Create unique artwork utilizing independent thinking and self-direction. Develop consistent, personal direction and style.
Develop research methods and expanded alternative strategies for image-making. and looking at the relationships of styles such as Observation, Abstraction and Non-Objective.	Create experimental and conceptual framework to advance creative process and expression.
Learn to properly document artwork. Awareness of UNT photo documentation services along with discussion of lighting, basic uses of Photoshop, cropping and resampling images, file naming and understanding requirements for digital images for artist exhibitions.	Participate in reviews, and apply to online exhibitions and competitions.
Analyze and evaluate works of art using disciplinary vocabulary verbally and in written format. Foster conceptual dialogue and critique methodologies.	Communicate technical and conceptual ideas effectively in critiques of own work and work of others. Proficiently analyze a work of art in written form.
Produce a small body of work that develops a consistent, personal direction and style.	Produce informed paintings and develop solutions to aesthetic and design problems.

# IMPORTANT Regarding Course Materials

Occasionally, the artwork or other materials you view in class may contain challenging themes, such as nudity, violence, and social awareness. It is important to recognize that art and design don't exist in a bubble, and these materials will help students to develop familiarity and flexibility in interactions with diverse cultural and professional contexts.

These are included for educational purposes and are an important part of the larger concepts communicated in this course, to help students find their individual voices, make them competitive in the job market, and emphasize the importance of historical awareness and the influence of political movements on art.

Content in the arts can sometimes include works, situations, actions, and language that can be personally challenging or offensive to some students on the grounds, for example, of sexual explicitness, violence, or blasphemy. As the College of Visual Arts and Design is devoted to the principle of freedom of expression, artistic and otherwise, it is not the college's practice to censor these works or ideas on any of these grounds.

Students who might feel unduly distressed or made uncomfortable by such expressions should withdraw at the start of the term and seek another course.

## Original Content Disclaimer

Despite the context of the course, and in best interest of your practice, I would like to see your unique characters and content, as opposed to fan works, for pieces in our class.

## Course Schedule

### Spring 2026 - ART 3201.502: Sequential Art

Week	Dates (A/B Days)
Week 1 <i>Jan 12-18</i>	Day A: Syllabus, Intros, Field Trip to Library! Day B: (Post to Discussion Board before class) Graphic Novel Book Club, Intro Course Format <b>To-Do's: Respond to 2 Book Club Submissions in Discussion</b> , select your route, 3 Compositions OR Project Proposal to prep for studio time
Week 2 <i>Jan 19-25</i>	<b>Day A: Martin Luther King Day, No Class</b> Day B: Bring materials to start studio time, review plans Due: 3 Compositions OR Project Proposal before class (Can be revised and resubmitted after)
Week 3 <i>Jan 26-Feb 1</i>	Studio
Week 4 <i>Feb 2-8</i>	Day A/B: Studio/Critique <b>Due Sunday, Feb 28th, Critique &amp; Sketchbook Submissions</b>

Week 5 <i>Feb 9-15</i>	Day A: Studio, Intro Composition Study Exercise Day B: Studio
Week 6 <i>Feb 16-22</i>	Studio
Week 7 <i>Feb 23- Mar 1</i>	Studio
Week 8 <i>Mar 2-8</i>	Critique (Mon/Wed) <b>Due Sunday, Mar 8, 2026: Critique &amp; Sketchbook Submissions</b>
Week 9 <i>Mar 9-15</i>	<b>March 9-15, SPRING BREAK - NO CLASS</b>
Week 10 <i>Mar 16-22</i>	Studio Intro Reading
Week 11 <i>Mar 23-Apr 1</i>	Studio
Week 12 <i>Apr 2-8</i>	Studio Visit TBD
Week 13 <i>Apr 9-15</i>	Critique <b>Due Sunday, Apr 15, 2026: Critique &amp; Sketchbook Submissions</b>
Week 14 <i>Apr 16-22</i>	Studio
Week 15 <i>Apr 23-29</i>	Studio
Week 16 <i>Apr 30-May 5</i>	Studio & Final Critique <b>Due Sunday, May 5, 2026: Critique &amp; Sketchbook Submissions</b>
Week 17 <i>May 6-12</i>	<b>FINAL EXAMS - NO CLASS</b>

\*The instructor reserves the right to make changes to the course outline and schedule to best serve the needs of the course.

## Final Exams

\*There is no Final Exam in our course. Our final evaluations will take place in a final critique, where we examine your works over the course of the semester.

## Notes on Critique

A critique is a group discussion of everyone's work among your professor or lab instructor and your classmates. Unless the critique is designated as an "in progress critique," the finished, physical work should be brought to class for this discussion.

Still-frame digital work should be printed at the CVAD Student Computer Lab, FedEx, etc. before your lab meets to display during critique. Physical work, animations/gifs, installations, and documentation of performances should be thoughtfully displayed during critique based on a plan that you and your lab instructor agree upon.

## Lab Participation and Expectations

- Your mental presence is just as important as your physical presence. Plan to be actively engaged in lab work and come prepared to each lab with materials, a laptop/tablet + charger, assignments due that day, having read assigned readings, and anything else you need to be productive during lab.
- Lab time is invaluable - it is scheduled time for you to work on projects, work one-on-one with your lab instructor, and build community with your peers. Use that time wisely.
- Participate in discussions and critiques, pay attention to announcements and presentations, and actively work and research the current project.
- Maintain a classroom environment that is conducive to learning and growing. Be mindful of noise levels, the space you are using, and the people you are sharing that space with.
- Avoid sleeping, excessive phone use, working on assignments for other classes, etc.
  - Headphones are permitted during worktime but are prohibited during lectures and discussions.
- If you need to eat a snack, excuse yourself to do so. Otherwise, please do not eat in the lab, particularly around toxic materials.
- A short break from the lab is okay. Prolonged or frequent breaks from the lab are not acceptable.
- Offensive remarks will not be tolerated. Be respectful of the group and the dynamics in class. Hate speech and derogatory remarks can result in action from the CVAD Dean or UNT Administration.
- Things happen during a semester – if you experience hardship that may impede your ability to succeed in the course, please communicate with your instructor as soon as possible.

## Course Supplies and Materials

- **Material choice for work in our course will depend on the practice and preference of the artist.** Therefore, our "standardized" material requirements are relatively limited. However, material choice by students should always be consider archival integrity, craftsmanship, and quality of work (Developing professional grade works through chosen mediums and substrates. Ex. I strongly advise NOT using sketchbook paper for final works and will encourage you to seek

better quality surfaces and tools.)

- **Everyone WILL need a physical sketchbook for class and assignment purposes.** Digital tools can be acceptable for sketches and planning, but you will have “page quotas” for sketchbook assignments, submissions, and prompts.
- **Standard Work Sizes:** *Typically*, works should aim for at least 12” in any direction. However, scale will depend on deeper concepts of the work, and what has been discussed between student and instructor.

## Where To Purchase Materials

Students are always encouraged to be resourceful when seeking out materials. If you are seeking supplies to purchase, below are a few local and online resources.

- Voertman's Art Supply (Denton) 1314 W Hickory St. | Denton, TX 76201
- Thistle Creative Reuse (Denton) <https://thistlecreativereuse.com/>
- Habitat for Humanity Restore (Denton) <http://www.habitatdentonrestore.org/> 1805 Cornell Lane | Denton, TX 76201
- Michaels (Denton) <https://www.michaels.com/> 1800 S Loop 288 Ste 340 | Denton, TX 76205
- Dick Blick (online) <https://www.dickblick.com/>
- Jerry's Artarama (online) <https://www.jerrysartarama.com/>

## Readings (And Contemporary Artist Publications/Databases)

We will not have an assigned textbook in our course, but we will have readings from time to time that I will assign to the group.

There is a PLETHORA of great readings over Sequential Art out there, and I would invite everyone to explore and research more deeply for the health of your practice, and because it's exciting information to learn! Here are some great recommendations for those looking for intriguing reading material (some of which may be referenced throughout the semester):

- Czerwic, MK, et al. *Graphic Medicine Manifesto*. Penn State University Press, 2015.
- Eisner, Will. *Comics and Sequential Art : Principles and Practices from the Legendary Cartoonist*, W.W. Norton, 2008.
- Napier, Susan, *Anime: From Akira to Howl's Moving Castle*, Palgrave, (new expanded edition, 2005) ISBN-10: 1-4039-7052-1 / ISBN-13: 978-1-4039-7052-7
- Le Guin, Ursula K. *The Farthest Shore (The Earthsea Cycle, Book 3)* Pocket, 2004 ISBN-10: 141650964X / ISBN-13: 978-1416509646
- Murakami, *Hardboiled Wonderland and the End of the World*

- Miyazawa, Kenji, *Night on the Galactic Railroad and Other Stories from Ihatov (Modern Japanese Classics)*, Julianne Neville, Translator, (One Peace Books, 2014) ISBN-10: 1935548352 ISBN-13: 978-1935548355
- Lakoff/Johnson, *Metaphors We Live By*
- Wolf, Mark J.P. *Building Imaginary Worlds: The Theory and History of Subcreation* (Routledge, 2012) ISBN-10: 0415631203 ISBN-13: 978-0415631204
- McGonigal, Jane, *Reality Is Broken: Why Games Make Us Better and How They Can Change the World* (Penguin, 2011) ISBN-10: 9780143120612 ISBN-13: 978-0143120612
- McCloud, Scott, *Understanding Comics*
- Condry, Ian, *The Soul of Anime: Collaborative Creativity and Japan's Media Success Story (Experimental Futures)* (Duke, 2013) ISBN-10: 0822353946 / ISBN-13: 978-0822353942
- Mendlesohn, Farah and James, Edward, *A Short History of Fantasy* Libri Publishing; Second Edition, 2012. ISBN-10: 1907471669 / ISBN-13: 978-1907471667

Consider the importance of being plugged into the Contemporary Art World, and the variety of publications and spotlights that are around us! As we move through the semester, I will encourage you to expand your artist viewership – **beyond Instagram and Pinterest**. Here are some recommended sources:

- Series like “Vitamin P” are a great asset for viewing some contemporary artists (and they make great collections of high-quality image anthologies for all types of topics. A pre-owned version is a great asset, but they can also be viewed in the UNT library:
  - [https://discover.library.unt.edu/catalog?q=Vitamin+P&search\\_field=text](https://discover.library.unt.edu/catalog?q=Vitamin+P&search_field=text)
- Other contemporary publications and well-known sites include:
  - <https://art21.org/>
  - <https://www.widewalls.ch/>
  - ARTSTOR (sign in through UNT library for paid subscription):
   
<https://discover.library.unt.edu/catalog/b3430511>
  - <https://www.newamericanpaintings.com/>
  - <https://hifuctose.com/>
  - <https://www.contemporaryartcuratormagazine.com/>

## Course Technology & Skills

### Minimum Technology Requirements

- Computer
- Reliable internet access
- Text document software (Word, pages or other)
- Your own DSLR (or mirrorless) camera OR borrow one from CVAD IT
- Optional: other digital programs and tools of your choice for projects (Tablets, Illustrator, Corel Draw, GIF makers, Photoshop for your phone, Autodesk, etc...)

## CVAD IT Services Information

CVAD IT Services has many resources available to students that are paid for by your student fees. You are encouraged to utilize these resources, including the large format scanner (media up to 12.2" x 17.2"), large format printers, cameras and accessories, artwork documentation services (also called "photo documentation"), and more. For additional information, click the "Student Resources Documentation" links on the CVAD IT Service webpage. You may be asked to log in via the Microsoft Teams app, so have your UNT credentials handy.

## Course Grading

Your Art 1600 grade is comprised of the assignment categories shown in the table below and your attendance in class. Each assignment within these categories is worth a number of points that contribute to your overall course average.

<u>Project Points Possible</u>	<u>Percentage of Final Grade</u>
4 Critique Submissions (Scheduled documentation of final work/progress)	60%
4 Sketchbook Submissions	20%
Additional Assignments (Skill Building Exercises, Reading Discussions, etc.)	20%
Attendance/Participation	10% (in project rubrics)
<b>Total</b>	<b>100%</b>

## Final Grading Scale

### **A = 90-100%**

Outstanding, excellent work. The student performs well above the minimum criteria.

### **B = 80-89%**

Good, impressive work. The student performs above the minimum criteria.

### **C = 70-79%**

Solid, college-level work. The student meets the criteria of the assignment.

### **D = 60-69%**

Below-average work. The student fails to meet the minimum criteria.

### **F: 59% and below**

Sub-par work. The student fails to complete the assignment.

# Extra Credit

As opportunities arise to visit shows and exhibitions in the area, I will share them on Canvas (if you want to put something on my radar as well, please do!) I will also encourage everyone to visit a DFW museum and share their insights as we move further into the semester.

## Participation

Your class participation is measured through the completion of Canvas assignments, lab attendance, engagement in lab work, and critiques. At the beginning of each new project, your course participation and preparedness is examined anew by your lab instructor.

## Development and Research

Throughout a course project, I may request that you complete preparatory exercises and sketchbook assignments. These are intended to refresh technical skills and offer new ways to ideate for upcoming work. It's important to document and organize all of this so that your Lab Instructor can see all the work you have done and assess you accordingly.

## Digital Documentation

I will request that all work be documented and submitted for a grade on Canvas at the end of each project period. Per the potential requirements of program applicants and thesis work, I would highly encourage you to document often and WELL. Consider lighting and framing, as you have practiced in your other courses.

Focus on documenting your work effectively, for our class and beyond. It is truly a testament to a strong studio practice, and valuing your own professional work and effort – I would also highly encourage you to utilize the UNT Photo documentation Lab. Your tuition pays for it!

# Course Policies

## Attendance and Late Work Policy

Attendance each time your lab is scheduled to meet is expected.

- For labs that meet twice per week, you are allotted 3 excused absences (documentation required) and 3 unexcused absences over the course of the semester.
- Every absence after that will drop your final average by one letter grade.
- Excessive tardiness/early departures are not acceptable. Students will receive a 15-minute grace period before being recorded as “late” for a class day and are responsible for communicating with classmates about any missed information.
- If the student is more than one hour late to class, it will be considered an absence.

- Three tardies or three early departures will constitute an absence.
- Students with an attendance grade lower than 65% cannot pass the course regardless of the final grade average.
- \*\*Documentation refers to medical documentation or Dean of Students email

## Participation, Documentation, & Communication

- You should be both physically and mentally present, and prepared with your supplies. If you come to class unprepared to work (not ready with necessary supplies, or readings completed), your instructor may ask you to leave, and it will count as an absence.
- Students are expected to keep track of the number of absences they accrue over the semester as this may affect their grade. If you believe you have been erroneously marked absent or tardy on a day you attended class, you must contact your lab instructor within 48 hours to address the problem.
- Absences will be excused in extenuating circumstances with proper documentation. A funeral, medical emergency, or similar emergency circumstance may qualify to be excused, but this is subject to approval by your instructor.
- If you are experiencing anything in your life that may interfere with your regular attendance or ability to be otherwise in class, please let your instructor know as soon as possible so that we can determine your options before your grade is affected.
- For extenuating circumstances, the UNT Dean of Students Office has many resources for guiding and helping students, ranging from issues of food/housing insecurity, the CARE Team, the S.O.S. Program, Survivor advocacy, and more. I also encourage you to utilize UNT Counseling and Testing Services as needed. See counseling FAQ for more info.
- Absences for religious or cultural holidays/observances are permitted and excused, but it is your responsibility to make your instructor aware of your absence in advance. Your instructor has the right to request the involvement of the Dean of Students to excuse your absence. For this reason, it is important that you make arrangements with your instructor as soon as possible.

**In summary, students should always remain in contact with their lab instructor regarding absences, foreseen, or unforeseen. Instructors reserve the right to reduce final grades due to excessive absences.**

## Late Work Policy

- Students should approach the lab instructor for all missing projects.
  - Critiques cannot be made up and missing one will detract from a project grade. Regardless, students should still submit documentation of their work for credit.
- Online quizzes, proposals, research and discussions will not be accepted late (unless excused with documentation by instructor.) Make sure you plan and leave yourself enough time to get them done before the deadline.

- For your major project submissions (4 total), any late work will be subject to a 10-point deduction, up to a week after the project's deadline. The assignment will automatically close on Canvas after that period.
- Regarding circumstances beyond a student's control, lab instructors, *at their discretion*, make an alternate deadline schedule with you, alongside their course lead. Clear, timely communication of a need by the student is crucial in order for these parameters to be considered.

## Display and Critique of Digital Works

- Digital works should be sized with the intent of being shown printed and/or presented on a high-quality monitor, prior to work. Always check your sizing and resolution before you begin a digital piece (at least 3000x3000 pixels, 300+ dpi, CMYK)
- CVAD Student Computer Lab also offers rental of projectors and other equipment.
- All Equipment Checkouts through CVAD Computer Lab requires agreement to terms contract beforehand, which can be found here: <https://checkout.unt.edu/sso/patron#/!/>

## Health & Safety

Students are required to follow the Department of Studio Art Health and Safety guidelines and are required to complete training for each studio course. The goal of the Studio Art Health and Safety Program is to protect the health and welfare of all faculty, staff, and students and to cooperate with the University of North Texas' Office of Risk Management.

When working at home or in CVAD's studios, please follow our best practices:

- Always get the required training to use FabLab or other CVAD facilities.
- To avoid injury, use care when using X-Acto knives, including using away from the body, using cutting mats and cutting at waist level.
- Use “spray booths” for aerosol materials (fixative and paints)
- Read all ingredients and research.
- Use personal protective equipment when applicable and use tools and materials (such as resin and plaster) in appropriate facilities.
- Keep food and drink away from materials.
- Think about not only yourself but others around you.

This is not an exhaustive list as the materials you may be using could be vast- and thus, always put safety first. When in doubt, ask.

## 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
- Counseling and Testing Services
- UNT Psychiatric 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. [Click here for a list of resources for updating your chosen name at UNT.](#)

## Pronouns

The concept of 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. Just as we ask and don't assume someone's name, we should also ask and not assume someone's pronouns. [Click here for a list of additional resources regarding pronouns and their usage.](#)

## Additional Student Support Services

- Registrar (<https://registrar.unt.edu/registration>)
- Financial Aid (<https://financialaid.unt.edu/>)
- Student Legal Services (<https://studentaffairs.unt.edu/student-legal-services>)
- Career Center (<https://studentaffairs.unt.edu/career-center>)
- Counseling and Testing Services (<https://studentaffairs.unt.edu/counseling-and-testing-services>)
- UNT Food Pantry (<https://deanofstudents.unt.edu/resources/food-pantry>)
- Academic Resource Center (<https://clear.unt.edu/canvas/student-resources>)
- Academic Success Center (<https://success.unt.edu/asc>)
- UNT Libraries (<https://library.unt.edu/>) Writing Lab (<http://writingcenter.unt.edu/>)

## UNT Policies

### 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.

## Plagiarism and AI (<https://guides.library.unt.edu/plagiarism/at-unt>):

The "unauthorized" use of any person or technology that assists in a student's assignment, project, or paper is considered cheating under the UNT Student Academic Integrity Policy (UNT Policy 6.003).

Unless a professor or instructor gives explicit "authorization," AI cannot be used to complete assignments, projects, or papers. Doing so will result in a "cheating" violation.

AI should not be used to assist in writing papers, searching for sources, or creating citations. Citations provided by AI are fabricated by mimicking existing bodies of work. In most cases, AI will pull direct quotes from existing sources to answer queries and make-up information about the source.

AI can be used ethically to help you develop an outline for a paper, generate ideas, and learn a citation style. Talk to your subject librarian or professor about how you can use AI ethically.

## ADA Policy

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodation at any time; however, ODA notices of reasonable 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 reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website (<http://www.unt.edu/oda>). You may also contact ODA by phone at (940) 565-4323

## 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>) to learn more.

## Access to Information - Eagle Connect

Students' access point for business and academic services at UNT is located at: 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>).

## 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](mailto:SurvivorAdvocate@unt.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](mailto:oeo@unt.edu) or at (940) 565 2759.

## 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.

\*The instructor reserves the right to make changes to the course outline and schedule to best serve the needs of all the sections