Mobile Device Application Programming for iOS
CPSC 411

(Rev. 20220117)

Description

Mobile applications help people communicate, share information, work, learn, and more. These applications leverage the unique capabilities of mobile devices to enable and support users in their constantly changing environments (e.g., connectivity, location, biometric information). This course introduces students to concepts in mobile device software development and provides opportunities to apply these concepts in lab exercises and a final group project. Students will use various tools and integrated development environments that facilitate mobile development often used in industry practice such as version control, unit tests, and coding standards. This class focuses on mobile application development for iOS using Swift and SwiftUI. This course is designed for students with prior programming knowledge, but knowledge of Swift is not a requirement because it is discussed in the first three weeks of class.

Catalog Description

Introduction to developing applications for iOS mobile devices, including but not limited to runtime environments, development tools, and debugging tools used in creating applications for mobile devices. Use emulators in the lab. Students must provide their own mobile devices.

Format

This course will be administered in a collaborative guided inquiry learning format where most of our activities will involve working with three to four students in a group where you collaborate in answering an activity worksheet. The worksheet will guide you through a topic and help you uncover its key aspects. This format promotes active learning where you learn the information through experience instead of listening to lectures passively. Research shows that active learning is more effective in helping you learn and retain information.

This format may feel like more effort than traditional lectures, but it is actually quite the opposite. When you participate in the activities you have a better understanding of the content so you study less outside of the class.

Most activities will be accomplished through the Canvas learning management system. You are expected to get access to the required hardware and software requirements of the course that is discussed in more detail under the Development Tool Resources section.

As a student of this course, it is your responsibility to attend class and keep track of our requirements. Let me know if you have any questions in class, attend our office hours, or set up a meeting if you want to talk.

Learning Objectives

At the end of the course, you are expected to:

1. Design and write Swift code that makes appropriate use of basic programming constructs (e.g., data types, constants, variables, operators, expressions, control flow, functions, methods, and closures).
2. Design and write Swift code that makes appropriate use of object-oriented programming constructs (e.g., classes, inheritance, extensions, structures, properties, collections, and error handling).
3. Design and implement software that makes appropriate use of data structures and algorithms to solve a well-posed computational problem using the Swift programming language.
4. Design, write, and use unit tests to debug code.
5. Implement visual designs and interactions using SwiftUI (e.g., views, stacks, event handling).
6. Implement advanced visual designs and interactions using SwiftUI (e.g., lists, navigation, tabbed and paged views, animations, graphics, gestures).
7. Design and write Swift/SwiftUI code to store persistent data.
8. Design and write Swift code that retrieves and utilizes data from the internet.
9. Design and implement Swift/SwiftUI code that follows the Model-View-View-Model architecture.
10. Write readable Swift code (e.g., coding standards, comments).
11. Compile, run, and debug iOS mobile applications written in Swift.
12. Create an iOS mobile application that solves a real-world problem using concepts discussed in class.
13. Contribute to the development of a group mobile application project.
14. Demonstrate professionalism and good work ethics (e.g., submitting requirements on time, communicating with the group/instructor).

Prerequisites

CPSC 131

G.E. Requirements

This class does not meet any CSU General Education requirements.

Instructor

Dr. Paul Salvador Inventado
Phone: 657-278-3821
Email: pinventado@fullerton.edu
Office: CS 524
Office Hours: Tuesday 2:30 - 3:30 pm (via Zoom https://fullerton.zoom.us/j/89526265065)
You can also send an email to schedule an appointment. Kindly specify whether you want to

meet in-person or via Zoom. During final exam week, office hours are by appointment only.

Meeting Information

Tuesdays and Thursdays from 1:00 - 2:15 pm @ CS 101
In case we need to hold classes online, please use this Zoom link: https://fullerton.zoom.us/j/81940246293

Important Dates

CSUF's Academic Calendar is posted online at http://apps.fullerton.edu/AcademicCalendar/. The Academic Calendar contains all the campus closures and holidays you should be aware of.
CSUF's Admissions Calendar is posted online at http://www.fullerton.edu/admissions/Resources/Calendars.asp. The Admissions Calendar contains all the major dates with respect to adding, dropping, and withdrawing from your classes.

Midterm Exam (Tentative)	Mar 17, 2022, 1:00 - 2:50 pm (CS 101)
Final Exam	May 17, 2022, 1:00 - 2:50 pm (CS 101)

References

Smyth, N. (2021). *SwiftUI Essentials – iOS 14 Edition*. Packt Publishing. (https://csu-fullerton.primo.exlibrisgroup.com/permalink/01CALS_FUL/1nmvof9/alma991072918628202901)

Develop in Swift Data Collections Xcode 12 (2021). Cupertino, CA : Apple Inc. - Education. (https://books.apple.com/us/book/develop-in-swift-data-collections/id1556365920; requires an Apple ID and an iOS device with Books)

Supplementary References

Barker, C. (2020). *Learn swiftUI : an introductory guide to creating intuitive cross-platform user interfaces using Swift 5*. Packt Publishing. (https://csu-fullerton.primo.exlibrisgroup.com/permalink/01CALS_FUL/1nmvof9/alma991071946709102901)

Hacking with Swift Website (https://www.hackingwithswift.com/)
Apple SwiftUI Tutorials (https://developer.apple.com/tutorials/swiftui)

All textbooks can be read online through the Pollak Library. You can click on the links directly, or search for the book title using the library's OneSearch feature (https://www.library.fullerton.edu/). A printed copy is not required.

Development Tool Resources

We will use XCode 13.2 and Swift 5.5 for developing iOS applications on Swift. You can download XCode from the App Store which also installs Swift 5.5.

Technical Proficiency

You are expected to be intimately familiar with fundamental programming concepts. The first part of the course will review related topics, but you are responsible for additional review on those prerequisite topics. You can consult your supplemental instruction leaders or us if you have questions.

Technical proficiency with information technology, such as, but not limited to, the use of web-based online services, sending and receiving electronic mail, and desktop computer file systems, is assumed.

Device Rental

Our university offers free rentals of Apple devices that you can use for our class. Please take note that Apple devices are limited so please initiate the device rental process on the first day of class. Kindly follow the links below to know more about renting devices.

Long-term laptop checkout (http://www.fullerton.edu/it/students/equipment/longtermcheckout.php)
Long-term smartphone checkout (https://www.fullerton.edu/it/students/equipment/smartphone.php)

Technical Support

You can reach out to California State University Fullerton's IT Help Desk to get help with most of the tools we use in class including Canvas, Zoom, and access to Google applications. They provide guides and tutorials to help you use different campus resources. You can also ask them when you have questions about Titan Online, the Campus Portal, campus Email, campus Software, and device rentals.

Student IT Help Desk website: http://www.fullerton.edu/it/students/helpdesk/index.php
Student IT Help Desk guides and tutorials: http://www.fullerton.edu/it/students/diy/
Phone: (657) 278-8888
Email: StudentITHelpDesk@fullerton.edu

If you need help with course-specific tools such as XCode, GitHub, and GitHub classroom please contact me or post a message on our class' discussion board.

Course Outline (subject to change)

The table below shows the schedule of topics covered in class. The Reference column provides references you can use to read ahead or learn more about the topic. SUIE refers to the SwiftUI Essentials book while DSDC refers to the Develop in Swift Data Collections book. The numbers refer to the unit and lesson number in the book. Take note that the course outline and schedule may change. In this case, I will update the syllabus and update you on the changes accordingly.

Week	Topic	Reference
Week 1 (Jan 25, 27)	Course overview and introduction to Swift	SUIE 5 - 8
Week 2 (Feb 1, 3)	Functions, closures, OOP	SUIE. 9 - 11
Week 3 (Feb 8, 10)	Structures, enumerations, properties, exceptions	SUIE. 12 - 15
Week 4 (Feb 15, 17)	Unit testing	Apple Developer Documentation: XCTest (https://developer.apple.com/documentation/xctest)
Week 5 (Feb 22, 24)	SwiftUI Basics, stacks, frames	SUIE. 16 - 21
Week 6 (Mar 1, 3)	State properties, observable, state, and environment objects	SUIE. 22 - 25
Week 7 (Mar 8, 10)	Data persistence, alignment, list, navigation	SUIE. 26 - 31

Week 8 (Mar 15, 17)	**Midterm Exam**	
Week 9 (Mar 22, 24)	Grids, tabbed and page views, context menus	SUIE. 32 - 34
Week 10 (Mar 29, 31)	**Spring Recess**	
Week 11 (Apr 5, 7)	Drawing, animation, transitions, gestures	SUIE. 35 - 40
Week 12 (Apr 12, 14)	Working with the Web	DSDC 2.4 - 2.6
Week 13 (Apr 19, 21)	Advanced topics	--
Week 14 (Apr 26, 28)	Project development	--
Week 15 (May 3, 5)	Project development	--
Week 16 (May 10, 12)	Project presentations	--
Week 17 (May 17)	**Final Exam**	

Grading

Final grades are computed by first finding the average score in each category described in the table on the left. The scores will be normalized to a scale of 0 to 100 before being averaged. The average score for each category will be used to compute the weighted average according to the designated percentages. The resulting value will be the final grade and is converted to the letter grade according to the second table on the right. Plus and minus grading are not used to determine final grades.

Category	% of Final Grade
Participation	15%
Quizzes	15%
Programming exercises	20%
Project	20%
Midterm exam	15%
Final Exam	15%

Grade	% of Total Points
A	90–100%
B	80–89%
C	70–79%
D	60–69%
F	Below 59%

Consider a student who got 211/211 for participation, 40/46 for quizzes, 88/100 for programming exercises, 90/100 for the project, 50/60 for the midterm exam, and 44/50 for the final exam (the total grades for each activity are examples and may be different from the actual grade computation.

Step 1: Get grade percentages
Corresponding grades from the example will be: 100%, 86.96%, 88%, 90%, 83.33%, and 88%
Step 2: Apply final grade weights
100% x 15% , 86.96% x 15% , 88% x 20%, 90% x 20%, 83.33% x 15%, 88% x 15% = 89.34%
Step 3: Convert to letter grades
89.34% is rounded up to 90% resulting in an A for the class.

Participation

Research shows that you learn more by applying knowledge than just reading about it. Our goal is for each of you to not only learn about theoretical concepts but also use your understanding to solve problems thereby gaining a deeper understanding of the course content. You will work with other students so that you can learn together through opportunities for sharing and gaining knowledge with others. This collaborative learning environment will also help you learn communication, time management, and self-evaluation skills that are essential for working in software development teams in your future career.

Your participation grade is primarily based on your **completion** of our activities during the class lecture session. Most of the class activities will be performed by a group of three to four students using a collaborative guided inquiry learning format. Each student is expected to contribute to the group activity. All members of the group who contributed to the report will earn full points regardless of the correctness of their answers. More details about the format and grading will be discussed during the semester. You are allowed two absences during the lecture session to accommodate unforeseen issues (medical or otherwise). More details are provided in the attendance policy section. Your two lowest-scoring activities will not be counted toward the final grade to consider the allowed absences

Quizzes

Quizzes are given in the **first five minutes of the first class** each week (Tu). It focuses on the previous week's discussion, but may also cover earlier topics. Quizzes will help you evaluate your current understanding and help you recall the information you need for the new topic of the week.

There will be around 12 quizzes throughout the course as we will not have quizzes on the first day of class and lecture classes after an exam (Week 9). Your two lowest-scoring quizzes will be dropped to accommodate unforeseen absences. Quizzes are part of the final grade, so you are encouraged to arrive in class on time.

Quizzes will be conducted on Canvas. Canvas supports *mobile phones*, *tablets*, *laptops*, and *desktops*. Many students use their laptops/desktops because it is easier to see the questions and submit answers. If you do not have a laptop/desktop available, the library can loan you a laptop for the entire semester for free. See the device rental section for more details.

Programming exercises

Programming exercises will give you the opportunity to apply the concepts discussed in class. Instructions for each lab exercise will be provided with the programming problem. You are given **one week to complete** each

programming exercise. However, I highly suggest that you work on the programming exercise as soon as it is released to ensure you get full points. Otherwise, you will only get a grade for the programming exercises that you completed. Partial points will be given depending on how much of the programming exercise you completed. You are encouraged to use the allotted class time to complete the programming exercises because you will likely use your time outside of class to work on your projects.

All submissions will receive a 10% deduction for each day after the deadline, but you will not get a deduction of more than 50%. For example, if you submit a programming exercise two days late then it will receive a 20% deduction. If you submit a lab exercise or project milestone after a week, it will get a 50% deduction only (not 70%). This means as long as you submit a programming exercise and you put in an appropriate amount of effort you will not get a zero for it.

More details about grading and other instructions are discussed in the programming exercise guide.

Projects

You are required to develop an iOS mobile application in Swift by the end of the semester. You will work in groups of four students and will propose your own projects in the first three weeks of class. We will have code "check-ins" across the semester wherein you are required to complete milestones and present your progress to me (i.e., Weeks 5, 7, 9, 11, and 13). This will help ensure that you complete your project in time. Each group will present their final project in the last week of class (Week 16).

Although you will work in groups, each person will be graded individually according to their contribution to the codebase. You will also evaluate your teammates to give credit to each one's contribution to the project.

Kindly follow the proper coding style and other requirements detailed in the instructions and the grading rubrics of a particular assignment or the final project. All assignments and the final project must be written in the Swift programming language. We will follow Swift's style guide to promote readability and reusability (https://swift.org/documentation/api-design-guidelines/).

Exams

Exams evaluate your progress in learning the topics covered by the course. There will be one midterm exam and one final exam at the end of the course. The midterm exam will focus on topics discussed in the first seven weeks of class. The Final Exam will cover all topics and activities covered in the course as well as some project-related questions. Exams are open notes and will be conducted on Canvas.

Graduate Student Requirements

Graduate students are required to incorporate the use of external APIs into your project. For example, retrieving, utilizing, and/or storing data from an external service. APIs are covered in Week 12, but you are expected to research the topic earlier in the semester to include it in your project design and development. I suggest you start your research on the third week of classes. Your implementation of APIs will be considered in grading your project.

Grade exceptions

Please make sure that you work hard, get help when necessary, attend class, complete all the projects, and do well on exams especially if there is a lot riding on your grade. Please note that there is one syllabus for the course; all students are graded based on the requirements outlined in the syllabus, and nothing more. There are no special deals, relaxed standards, or extra opportunities based on class standing or other factors. Your grade is based on your graded work, and that alone. That's an essential part of a fair grading system.

You have the right to ask if your grade was given in error. I will be happy to check your scores to verify that no clerical error was made. In case of errors, grade changes will be corrected promptly. I may allow you to retake quizzes and exams or reconsider late submissions in case of excused absences. However, please consult with me early, so we avoid issues later when there is limited time to make grade changes.

Grade calculations

I record grades in Canvas. Please check them for accuracy weekly. Canvas calculates your grade automatically. These calculations are based only on the grades that are currently available. So, for example, the grade calculation will ignore the project category until I grade the first code check-in. Canvas automatically drops low scores and deducts points for late submissions where appropriate, but only once we're far enough along that at least one score will be counted.

In-class quizzes are graded automatically and your grades are reflected immediately, but some assessments require manual grading and will take longer. For example, I will manually check your group worksheets and exams. I can typically update grades for worksheets within two days. Please expect one to two weeks for me to check your exams because I go through all your answers to award partial credit.

Due to the complexity of checking programming exercises, I may not be able to provide you a grade immediately. However, I aim to give back your programming exercise grades two weeks after the deadline.

Administrative drops

Any student who misses the first class meeting may be dropped from the class unless they contact the instructor or Computer Science department within 24 hours.

Attendance Policy

You may choose to be absent twice during the semester without needing to justify the absence to accommodate unforeseen issues. Allowed absences will not result in grade deductions for participation, but quizzes and programming exercises may be affected depending on your prior attendance and scores. You will be responsible for catching up on what you missed from class and we will not be obligated to give make-up lectures or activities for that day.

Absences outside of the two sessions will affect your grade. You will not receive the corresponding participation, quiz, or programming exercise grade for the day of the unexcused absence.

Parents and caregivers

I hold all students to the same high standards. However, during this time I recognize that sometimes you may feel a need to choose between caring for your families and your coursework. If this applies to you, I hope you will feel comfortable letting me know.

Some of you must balance taking care of a baby or infant with your classes. If you must miss partial or full classes due to parenting, or have other concerns, we can work together to find a way for you to complete the coursework. If you need to miss class to care for a sick family member, please let me know.

In the case that we hold online classes, you may turn off your camera while breastfeeding and are welcome to bring your child to our class. Please ensure your microphone is muted if the child could disrupt your classmates.

Makeup Policy

Outside of the aforementioned two-day allowed absence, students who miss quizzes, programming exercises, or exams due to valid reasons can still request to retake it within 10-calendar days of the absence. Some valid reasons may include technical issues (e.g., faulty internet connection, device issues), religious events, university-approved activities, acts of nature, personal medical emergencies, family crises, acts of terrorism, severe civil unrest, and so forth. In some cases, such as university-approved activities, and medical and personal reasons, you may be asked to provide an official letter from a supervisor, physician, or guardian.

Missing class as part of a documented accommodation is guaranteed to be excused. An ADA accommodated student must make a reasonable effort to coordinate any absences with the instructor. Exceptions shall be made on a case-by-case basis, provided there is time to evaluate the merits of such an application.

Please do not hesitate to communicate with the instructors in case you have any issues with the class so we can make necessary arrangements. Take note that we will be unaware of issues and unable to help you unless you reach out.

Emergency Procedures

For your own safety and the safety of others, each student is expected to read and understand the guidelines published at http://prepare.fullerton.edu/campuspreparedness/. Should an emergency occur, follow the instructions given to you by faculty, staff, and public safety officials. An emergency information recording is available by calling the Campus Operation and Emergency Closure line at 657-278-4444.

Instructional Continuity

Due to an event such as an epidemic or a natural disaster that disrupts normal campus operations, you must monitor the course Canvas site and your campus email address for any instructions and assignments that we announce.

Communication

If you have a personal question, I encourage you to use Canvas' messaging feature to reach me. It helps me manage communications with the class and I can reply to you faster. If you prefer to email me directly, kindly use your CSUF email account. You can follow this guide to learn how to send me a message on Canvas (http://www.fullerton.edu/it/events_projects/lms_project/student_resources.php#divC).

We also have a class discussion board that you can use to post questions. You are free to post anything on the boards especially questions you might have about the class. You and your classmates often ask similar questions so feel free to post them there. You may see that someone already answered a similar question or you can get a faster reply because your classmates can help you aside from the instructor. You are encouraged to answer your classmates' questions given that you refrain from posting answers to graded activities or asking questions about those answers unless we have finished grading them and explicitly allowed the class to post about it.

Announcements and other important information will be posted under the Announcements page of our Canvas site. They will also be forwarded to your email, so kindly check them regularly.

I try to respond to all questions on the discussion board and emails within two working days. I only answer questions from 8:00 am to 5:00 pm during the weekdays so please plan accordingly, especially around deadlines. If you have urgent matters kindly inform me before or after class. You can also ask your classmates, parents, guardians, or someone you authorize to tell me on your behalf.

Netiquette

The word netiquette is a combination of 'net' (from internet) and 'etiquette'. It means respecting other users' views and displaying common courtesy when posting your views to online discussion groups. Here is a good resource you can read to help you figure out the best way to communicate with others https://titaniumhelp.fullerton.edu/m/StudentSelf-HelpGuide/l/646667-student-what-is-netiquette.

President's Directive & Health and Safety Guidelines

Cal State Fullerton (CSUF) is actively working to maintain the safety of our campus community in response to COVID-19. To stay current with information, please visit CSUF's Titan's Return: COVID Recovery website (http://coronavirus.fullerton.edu/). Please review the FAQs to help answer any of your questions. Below are requirements to review prior to our first class session.

- Read President's Directive No. 22 – COVID 19: Mitigation Measures and Guidelines, which outlines mitigation measures you are required to take, including use of face coverings, re-entry and surveillance testing, physical distancing/barrier requirements, case reporting, and other measures. Please read President's Directive No. 22 (http://coronavirus.fullerton.edu/messages/presidents-directive-no-22/).

- Review the Titans Return: COVID-19 Recovery website. There are important messages regarding the vaccine requirement, surveillance, and testing information, as well as campus updates and messages from the Dean of Students Office that are important to review.

In addition, CSUF requests that students who test positive for COVID-19 or become aware that they may have been in close contact with someone who either has tested positive for or is suspected to have COVID19 report the positive result or exposure using the CSUF COVID-19 Self-Reporting Form. CSUF's Infectious Diseases Response Team reviews and verifies COVID-19 confirmed cases and responds to concerns from the campus community on COVID-19. Visit this link to report COVID-19 cases or exposure (http://coronavirus.fullerton.edu/report-covid-19-case-or-exposure/).

Prior to arriving on campus and before entering class, you should conduct a personal health screening (http://coronavirus.fullerton.edu/mandatory-health-screening/) and self-monitor for fever, cough, shortness of breath, or other symptoms of respiratory illness. If you are experiencing any of these symptoms, you should stay home and notify me of your absence. I will work with you to address any COVID-19 related impacts on your participation in and completion of this course.

Before entering the classroom, you should wash/sanitize your hands and have your face covering on. While in class, you are required to:

- Sit in your designated seat;
- Wear your facial covering that covers both the nose and mouth (e.g., masks or face shields);
- Always cough or sneeze into your elbow or tissue;
- Use the materials provided to clean your desk and chair before and after use, and;
- Adhere to other health and safety protocols and directives for your specific classroom, lab, studio, and campus.

Students who do not follow these health and safety requirements may be reminded of the need to adhere to those measures. Failure to comply may constitute a violation of campus policy and may result in a referral to the Office of Student Conduct. Thank you for your cooperation and assistance in the University's efforts to keep our community safe.

ADA Accommodations

Any student who, because of a disability, may require special arrangements in order to meet course requirements must register with the Office of Disability Support Services within the first week of classes. The Office of Disability Support Services' website is http://www.fullerton.edu/DSS/. They can be reached by phone at 657-278-3117 or TDD at 657-278-2786. Their email address is dsservices@fullerton.edu. Their office is located in University Hall, room 101. The instructor may request verification of need from the Dean of Students Office. Students requesting accommodations shall inform their instructors during the first week of classes about any disability or special needs that may require specific arrangements/accommodations related to attending class sessions, completing course assignments, writing papers or quizzes, tests or examinations.

Recording & Transcription of Class Content

Recording class content is governed by UPS 330.230, (http://www.fullerton.edu/senate/publications_policies_resolutions/ups/UPS%20300/UPS%20330.230.pdf). Each instructor must permit class content to be recorded or transcribed by students when mandated to do so by the Americans with Disabilities Act or by other federal or state laws. Any recording of class content is for private use and study and shall not be made publicly accessible without the written consent of the instructor and students in the class.

Student Resources

If you wish to discuss any of your concerns you may contact the assistant deans of the college. Assistant deans are student advocates who will help you navigate the university's policies and procedures and assist with resolving any conflicts.

Assistant Dean: Shannen Allado
CS-206B (657) 278-4407 shallado@fullerton.edu
International Student Advisor: Karen Lau
CS-206A (657) 278-2609 karenlau@fullerton.edu

Course Rules & Classroom Management

You are requested to follow the guidelines listed below to facilitate learning and to foster a supportive and inclusive learning environment:

- Arriving to class prepared, with any required materials, and on time.
- Actively listening to the lecture, taking notes, and asking questions when appropriate.
- Not distracting oneself or others with smartphones, computers, games, online diversions, etc.
- Respecting and treating the instructor and peers civilly, including using others' preferred names and gender pronouns.
- Barring an emergency, not leaving the class session early.
- When needed/desired, seeking assistance to complete assignments. Assistance does not include asking someone to give you the answers, copying/pasting someone else's code or code from the internet.
- Being aware of course announcements including changes to due dates and requirements.
- Getting prior instructor consent and providing proper documentation for using third-party work (code, artwork, etc.).

In addition, please follow the guidelines below for our online classes held over Zoom:

- Leave your camera on during lectures and labs whenever possible.
- Mute your microphone when you are not speaking.

- Participate in class chats, polls, and other activities.

Academic Dishonesty

You are encouraged to assist one another and discuss the course materials with your peers. However, it is your responsibility to be aware of and follow the spirit of CSU Fullerton's academic honesty policy which can be found at http://www.fullerton.edu/senate/publications_policies_resolutions/ups/UPS%20300/UPS%20300.021.pdf. Academic dishonesty will not be tolerated. The University Catalog and the Class Schedule provide a detailed description of Academic Dishonesty under *University Regulations*.

By submitting work for evaluation, you acknowledge that you have adhered to the spirit of the university's academic honesty policy and that your submission is original work unless otherwise directed to work in groups. Plagiarism and cheating are serious academic offenses with serious consequences. Anyone discovered engaging in such behavior will automatically receive a zero for the activity on the first warning. Receiving a second warning will result in involving the Department Chair and the Judicial Affairs office to seek a disciplinary remedy.