

COLLEGE OF ENGINEERING, UIC

COURSE RUBRIC, NUMBER, TITLE, CREDIT HOURS

I. Instructor & Course Details

Instructor Name

Email address:

Drop-In Office Hours (in-person or virtual):

Drop-In Hours location (*office number; link to Zoom, Google Hangouts, etc.*):

Co-Instructor/TA name

Email address:

Section designation(s):

Drop-In Office Hours (in-person or virtual):

Drop-In Hours location:

Blackboard Course Site LINK

Students are expected to log into the course site regularly to learn about any developments related to the course, upload assignments, and communicate with classmates. For all technical questions about Blackboard, email the Learning Technology Solutions team at LTS@uic.edu.

Course Modality and Schedule

II. Course Information

Catalog Course Description and Prerequisite/corequisite Statement

Growth Mindset:

Course materials and assignments can be complex and challenging, but they are crucial to your intellectual and personal growth and development. There are times you may need extra help. Students who attend class consistently, complete all assignments, thoughtfully engage with feedback on work, develop good study strategies, visit the tutoring center, and contact faculty when they are struggling can develop a thorough understanding of the course material and ultimately succeed in the course!

Course Goals and Learning Outcomes

Course Learning Outcomes (For ABET programs, explicitly indicate which of the seven student outcomes listed in ABET Criterion 3 or any other outcomes are addressed by the course):

General Education Learning Outcomes: (See [here](#) to find the LOs for your specific course)

Indicate whether a required or elective course in the program.

Brief list of topics to be covered.

Required and Recommended Course Materials

Required Technology

Respect for Copyright

Please protect the copyright integrity of all course materials and content. Please do not upload course materials not created by you onto third-party websites or share content with anyone not enrolled in our course.

III. COURSE POLICIES & CLASSROOM EXPECTATIONS

Grading Policy and Point Breakdown

Policy for Missed or Late Work

Attendance / Participation Policy

Policy:

Please email me if you face an unexpected situation that may impede your attendance, participation in required class and exam sessions, or timely completion of assignments.

Other Course Policies

Academic Integrity

As a student and member of the UIC community, you are expected to adhere to the Community Standards of academic integrity, accountability, and respect. Please review the UIC Student Disciplinary Policy for additional information.

Email Expectations

Students are responsible for all information instructors send to your UIC email and Blackboard accounts. Faculty messages should be regularly monitored and read in a timely fashion.

IV. COURSE SCHEDULE

Weekly Schedule of Class Topics, Assignments, Assessments, Due Dates, and Deadlines

(Be sure to align with course level and contact/credit hour policies.)

Week 1: topic/activity during class

Week 2: topic/activity during class

Week 3: topic/activity during class

Week 4: topic/activity during class

Week 5: topic/activity during class

Week 6: topic/activity during class

Week 7: topic/activity during class

Week 8: topic/activity during class

Week 9: topic/activity during class

Week 10: topic/activity during class

Week 11: topic/activity during class

Week 12: topic/activity during class

Week 13: topic/activity during class

Week 14: topic/activity during class

Week 15: topic/activity during class

Week 16: Final exam week

Disclaimer This syllabus is intended to give the student guidance on what may be covered during the semester and will be followed as closely as possible. However, as the instructor, I reserve the right to modify, supplement, and make changes as course needs arise. I will communicate such changes in advance through in-class announcements and in writing via Blackboard Announcements.

V. ACCOMMODATIONS

Disability Accommodation Procedures

UIC is committed to full inclusion and participation of people with disabilities in all aspects of university life. If you face or anticipate disability-related barriers while at UIC, please connect with the Disability Resource Center (DRC) at drc.uic.edu, via email at drc@uic.edu, or call (312) 413-2183 to create a plan for reasonable accommodations. To receive accommodations, you will need to disclose the disability to the DRC, complete an interactive registration process with the DRC, and provide me with a Letter of Accommodation (LOA). Upon receipt of an LOA, I will gladly work with you and the DRC to implement approved accommodations.

Religious Accommodations

Following campus policy, if you wish to observe religious holidays, you must notify me by the tenth day of the semester. If the religious holiday is observed on or before the tenth day of the semester, you must notify me at least five days before you will be absent. Please submit this form by email with the subject heading: “**YOUR NAME: Requesting Religious Accommodation.**”

VI. CLASSROOM ENVIRONMENT

Inclusive Community

UIC values diversity and inclusion. Regardless of age, disability, ethnicity, race, gender, gender identity, sexual orientation, socioeconomic status, geographic background, religion, political ideology, language, or culture, we expect all members of this class to contribute to a respectful, welcoming, and inclusive environment for every other member of our class. If aspects of this course result in barriers to your inclusion, engagement, accurate assessment, or achievement, please notify me as soon as possible.

Name and Pronoun Use

If your name does not match the name on my class roster, please let me know as soon as possible. My pronouns are *[she/her; he/him; they/them]*. I welcome your pronouns if you would like to share them with me. For more information about pronouns, see this page: <https://www.mypronouns.org/what-and-why>.

Community Agreement/Classroom Conduct Policy

- Be present by turning off cell phones and removing yourself from other distractions.
- Be respectful of the learning space and community. For example, no side conversations or unnecessary disruptions.
- Use preferred names and gender pronouns.
- Assume goodwill in all interactions, even in disagreement.
- Facilitate dialogue and value the free and safe exchange of ideas.
- Try not to make assumptions, have an open mind, seek to understand, and not judge.
- Approach discussion, challenges, and different perspectives as an opportunity to “think out loud,” learn something new, and understand the concepts or experiences that guide other people’s thinking.
- Debate the concepts, not the person.

- Be gracious and open to change when your ideas, arguments, or positions do not work or are proven wrong.
- Be willing to work together and share helpful study strategies.
- Be mindful of one another's privacy, and do not invite outsiders into our classroom.

Content Notices and Trigger Warnings

Our classroom provides an open space for a critical and civil exchange of ideas, inclusive of a variety of perspectives and positions. Some readings and other content may expose you to ideas, subjects, or views that may challenge you, cause you discomfort, or recall past negative experiences or traumas. I intend to discuss all subjects with dignity and humanity, as well as with rigor and respect for scholarly inquiry. If you would like me to be aware of a specific topic of concern, please email or visit my Student Drop-In Hours.

VII. RESOURCES: Academic Success, Wellness, and Safety

We all need the help and the support of our UIC community. Please visit my **drop-in hours** for course consultation and other academic or research topics. For additional assistance, please contact your assigned college advisor and visit the support services available to all UIC students.

Academic Success

- [UIC Tutoring Resources](#)
- College of Engineering tutoring program
- Equity and Inclusion in Engineering Program
- [UIC Library and UIC Library Research Guides](#).
- [Offices supporting the UIC Undergraduate Experience and Academic Programs](#).
- [Student Guide for Information Technology](#)
- [First-at-LAS Academic Success Program](#), focusing on LAS first-generation students.

Wellness

- **Counseling Services:** You may seek free and confidential services from the Counseling Center at <https://counseling.uic.edu/>.
- Access [U&I Care Program](#) for assistance with personal hardships.
- **Campus Advocacy Network:** Under Title IX, you have the right to an education that is free from any form of gender-based violence or discrimination. To make a report, email TitleIX@uic.edu. For more information or

confidential victim services and advocacy, visit UIC's Campus Advocacy Network at <http://can.uic.edu/>.

Safety

- [UIC Safe App](#)—PLEASE DOWNLOAD FOR YOUR SAFETY!
- [UIC Safety Tips and Resources](#)
- [Night Ride](#)
- [Emergency Communications](#): By dialing 5-5555 from a campus phone, you can summon the Police or Fire for any on-campus emergency. You may also set up the complete number, (312) 355-5555, on speed dial on your cell phone.