**UTRGV logo**

**Strategic Management: MGMT 6390-01V**

**The University of Texas Rio Grande Valley**

**Robert C. Vackar College of Business and Entrepreneurship**

Summer 2021 Model II

Professor: Dr. Wanrong Hou

Phone: 956-665-3387

Email: [wanrong.hou@utrgv.edu](mailto:wanrong.hou@utrgv.edu)

Office: Zoom meeting

Office Hours: by appointment!

**Course Modality:** Online Asynchronous Courses (OASYNC)

**WELCOME & INTRODUCTION TO COURSE MODALITY STATEMENT**

**Online Asynchronous Courses:** These courses will be delivered fully online. There will be no designated class meeting time for real-time instructor/student interaction, which gives you the flexibility to engage with the course materials as best fits your daily schedule. Your learning will be guided by the digital presentation of the course content (e.g., recorded lectures, presentations, outlines, notes) and scheduled assignments. Your instructors will provide you with feedback on assigned work, communicate with you electronically, and be available to meet as defined on this syllabus.

**RECOMMENDED COURSE MATERIALS:**

**Text**:*Essentials of Strategic Management*, J. David Hunger & Thomas L. Wheelen, 5th Edition, ISBN-10: 0136006698 • ISBN-13: 9780136006695

**Simulation:** A key aspect of this course involves a simulation in which you compete against your classmates to test your skill in managing an auto company. You will receive an email from **interpretive.com** about **Stratsim Simulation**. By following their instructions, you can log in and make a purchase online ($ 50). *Each student must purchase this simulation.* *You will be dropped from this class if you have not purchased the simulation by* ***July 8th 11:59 PM, 2021****.*

**Online Asynchronous Courses:**These courses will be delivered fully online. There will be no designated class meeting time for real-time instructor/student interaction, which gives you the flexibility to engage with the course materials as best fits your daily schedule.  Your learning will be guided by the digital presentation of the course content (e.g., recorded lectures, presentations, outlines, notes) and scheduled assignments. Your instructors will provide you with feedback on assigned work, communicate with you electronically, and be available to meet as defined on this syllabus.

**Accelerated Online Programs**: These programs offered through the Graduate College will continue as normal and follow their own academic calendar, which can be found [here](https://www.utrgv.edu/_files/documents/my-utrgv/ap_calendar.pdf). **Please note that Holidays do not count for us. The Accelerated MBA program does not take holidays. All assignments and activities scheduled during holidays do not delay. So, please plan accordingly and finish the coursework by the due dates.**

**BlackBoard Learn:**

Most of the course materials and the due dates will be posted on Blackboard. In order for you to finish the learning and assignments on time, you need to check the blackboard at least twice per week.

*Since you need to submit ALL assignments (except simulation) to Blackboard, please check your submission and make sure that your files are attached and your submission is readable. If for any reason your submission is not completed, your files are not attached, or your attachment is not readable, you must contact the instructor immediately by email by the due date. Otherwise, your grade of the missing assignment will be zero.*

If you need assistance with course technology on Blackboard at any time, please contact the [Center for Online Learning and Teaching Technology](http://www.utrgv.edu/online/) (COLTT).

**COURSE DESCRIPTION**

This is an online course. We will use Blackboard as the main platform of our class. This course is designed for graduate students in business major. Multiple ways of learning are applied to ensure the learning process and course objectives. We will use case analysis, simulation and lecture slides to learn the tools and skills using by top executives to make critical strategic decisions. You will be expected to apply the knowledge you learned from other sub-disciplines of business (accounting, marketing, finance, and human resource) to finish your tasks in this course, such as strategic analysis, thinking, and communication.

**COVID-19 RESOURCES:**

Please visit the UTRGV COVID-19 Website via the following link for the most up-to-date information and resources (https://www.utrgv.edu/coronavirus/index.htm). This includes information on self-screening questions, links to forms for travel and contact, etc.

Boilerplate language on self-screening and reporting is currently being developed.

**Face Covering Protocol:**

As part of the university’s ongoing COVID-19 mitigation efforts to maintain a healthy environment for all members of our campus community, anyone entering a campus building must wear a face covering that covers the mouth and nose. The covering must be worn in all hallways, public spaces, research labs, teaching/computer labs, libraries, classrooms, automobiles with a passenger, stairwells, elevators and common areas, as well as office spaces. In office spaces, when social distancing of 6 feet is possible and maintained, face coverings may be removed. Face coverings also are required in outdoor settings when safe social distancing and gathering practices are not possible.

**COURSE OBJECTIVES**

1. To develop the decision-making capability by learning and acquiring concepts in strategic management including strategic analysis, strategy formulation and implementation.

2. To build the perspective of top management, conducting the holistic analysis of the organization with integration of its industrial background and the interests of stakeholders.

3. To improve the ability to participate in dialog, to generate and defend conclusions, to critical thinking.

4. To improve the capability in problem-solving and teamwork.

|  |  |  |
| --- | --- | --- |
| **MBA Learning Goals** | **This course contributes to the following MBA learning objectives:** | **Assessment method** |
| **Leadership** | 🗹 | Case analysis, simulation |
| **Communication: Oral & Written** | 🗹 | Case analysis scored by writing rubric, assignments |
| **Critical Analysis and decision-making** | 🗹 | Case analysis scored with a rubric; Exams, simulation |
| **Global perspectives** |  | Case analysis; Exams |
| **Ethics** | 🗹 | Case analysis scored with a rubric; Weekly chapter assignments; Exams |

**GRADING AND ASSIGNMENTS:**

The course grade is determined as follows:

Weekly Chapter Assignment………………………..10%

Weekly Chapter Quizzes……………………………5%

Weekly Discussion Questions………………………5%

Case Analysis……………………………………….10%

Midterm Exam………………………………………10%

Final Exam………………………………………….10%

Simulation “case quiz”……………………………...10%

Simulation Performance\*…………………………..35%

Simulation Peer Evaluation………………………....5%

**\*** The grade of this part may be adjusted by peer evaluation.

**Grading Schemes:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Grade | A | B | C | D | F |
| Minimum Percent | 90 | 80 | 70 | 60 | <60 |

Late work is not accepted. However, emergency or medical issues may get you excused for delivering the late work. Therefore, it’s the student’s responsibility to contact the instructor for the emergency or medical issues. The instructor would make the decision basing on the evidence that students provide.

**1. Weekly Chapter Assignment (10%)**

There will be chapter assignment posted on Blackboard. Basically, the assignments are questions from each chapter. The grading of this part will base on the correctness and substantiality of your answer.

**2. Weekly Chapter Quizzes (5%)**

Quizzes will be posted on Blackboard. There will be no makeup quizzes.

**3. Weekly Discussion Questions (5%)**

There is one discussion question each week from the chapters following the syllabus, posted on Blackboard.

**4. Case analysis (10%)**

You will be required to submit one written case analysis with the length of maximum six pages (single-spaced). **It’s due on July 29th, 11:59 PM, 2021**. Please submit your work in a word file to Blackboard by the due date.

**5. Midterm Exam (10%) and Final Exam (10%)**

A take-home midterm exam and final exam will be given through the semester. The due dates are on the page 7 of this syllabus. Please submit your answers in a WORD file to BlackBoard, by the due date. Printed copy is not accepted.

**6. Simulation “case quiz” (10%)**

There is a simulation quiz on the website of the simulation ([www.interpretive.com](http://www.interpretive.com)). You need to log in by using your user ID and password. You can take the simulation student manual as the reference for the quiz. The quiz is due on**July 15th, 11:59 PM, 2021**.

**7. Simulation Performance (35% of final grade)**

In order to facilitate “learning by doing” this course incorporates a complex management simulation. You will assume a role as a member of a management team for a large auto manufacturing company and compete against four other companies (your classmates) in a computer-based simulation. Although all simulations simplify the real world, this simulation is very realistic. No matter how well you do on the simulation, it will help you develop a much better appreciation for the demands of running a business as you attempt to implement a strategy. **The simulation is time consuming and will require teamwork and rigorous analysis.** If you take the simulation seriously, you will learn a great deal and hopefully enjoy the experience as well. The simulation will allow you to experiment with strategic concepts, as well as basic business skills that you have acquired in other classes (e.g., finance, marketing, operations).

Because the simulation is time consuming, please allocate a significant amount of time to your group work. In order to offer advice and fully independent decision-making, I would provide all kinds of advice and suggestions before the beginning of the simulation. Once the simulation starts, I only answer technical questions.

The grade distribution for the performance part of the simulation grade will be 100, 95, 90, 85, and 80. Instructions for how to register for the simulation will be provided in the email that sent by interpretive.com. The firm with the highest **percentage change in firm market value** (market value at round 8 minus market value at round 0, then divided by market value at round 0) will get the highest grade (100), the team with the second best performance will get 95, etc. You will only compete against four other teams IN YOUR INDUSTRY (there are five firms in each industry). **Alternatively**, your grade on this part will be 100 or 95 if the change in firm market value is higher than +150% or +100%.

The simulation is an important platform for you to learn to work with others. **There are no alternatives for the simulation work. If one member is “fired” by other teammates, he/she will automatically fail this course.** Due to the fact that decision-making is an integrated process in the simulation, the team members are not allowed to change groups once the teams are set. You will be given opportunities to choose your teammates to work together in a team. However, in order to balance the team assignments based on the number of students, the instructor may not be able to meet all students’ preferences. Therefore, students need to follow instructor’s assignment.

If one member wants to complain other members or talk about the conflicts in the teamwork with the instructor, the member must send email to the instructor and cc to all other members at the same time, for the purpose of fairness and transparency. The instructor does not talk about the complaining with any individual team member.

**8. Simulation Peer Evaluation (5%)**

When the simulation is all done, you will need to evaluate other members’ contribution to the team simulation across this whole semester. You are required to give percentage of contribution to each team member, including yourself. You may also give specific comments to the members. YOU FINISH THIS WORK ON BLACKBOARD, NOT ON SIMULATION WEBSITE!

**Simulation Team Assignments**

|  |  |
| --- | --- |
| **Teams** | **Last Names of Members** |
| 1A |  |
| 1B |  |
| 1C |  |
| 1D |  |
| 1E |  |
|  |  |

**Simulation Rules:**

1. No team may borrow more than $3 billion in any given round.
2. Marketing expenditure cap of $200 million per car per round. Look on the pro forma tab and make sure your overall marketing line item spending is below $200 million per car cap. That means if you produce three vehicles, you can only spend $600 million on marketing each round; if you produce nine cars, you can spend $1800 million on marketing each round. If you spend more than that in one week, you will have to spend less the next week. For example, if you produce three cars, but accidentally spend $630 million in marketing one round, you will have to spend $570 million in marketing the following week.

Simulation Due Dates (**simulation due at 11:59 PM** on the date listed):

|  |  |
| --- | --- |
| **Date** | **Round** |
| July 15 | Round 1 |
| July 19 | Round 2 |
| July 22 | Round 3 |
| July 26 | Round 4 |
| July 29 | Round 5 |
| August 2 | Round 6 |
| August 5 | Round 7 |
| August 9 | Round 8 |

**Tentative Course Learning Schedule**

July 1 – July 7:

* Course introduction
* Chapter 1 - Basic concepts of strategic management

July 8 – July 14:

* Chapter 2 - Corporate governance and social responsibility
* Chapter 3 - Environmental scanning and industry analysis

July 15 – July 21:

* Chapter 4 – Internal scanning: Organizational analysis
* Chapter 5 - Situation analysis and business strategy

July 22 – July 28:

* Chapter 6 - Strategy formulation: Corporate strategy
* Chapter 7 - Strategy formulation: Functional strategy and strategic choice

July 29 – August 4:

* Chapter 8: Strategy implementation: Organizing for action
* Chapter 9: Strategy implementation: Staffing and leading

August 5 – August 11:

* Chapter 10: Evaluation and control
* Chapter 11: Suggestions for case analysis

August 12– August 18:

* Final exam is posted on Blackboard onAugust 12th 11:59 PM and due on August 19th 11:59 PM

**Coursework due dates**: For you to be aware of the due dates of the assignments, tests, and quizzes, I listed the due dates of them:

|  |  |
| --- | --- |
| **Coursework** | **Available time period** |
| Weekly chapter assignments | Thursday – Thursday 11:59 PM, weekly |
| Weekly chapter quizzes | Thursday – Thursday 11:59 PM, weekly |
| Case analysis | July 7 – July 29, 11:59 PM |
| Simulation “case quiz” | Purchase day – July 15, 11:59 PM |
| Midterm exam | July 22 – July 29, 11:59 PM |
| Simulation peer evaluation | August 12 – August 19, 11:59 PM |
| Final exam | August 12 – August 19, 11:59 PM |

Besides, please check the due dates for each round of simulation and make decisions accordingly. The due dates are listed on page 6 of this syllabus. The due dates are also available on [www.interpretive.com](http://www.interpretive.com) after you logged in.

**Writing Rubric**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TRAIT** | **0-1** | **2-3** | **4-5** | **6-7** |
| **Logic &** | Does not develop ideas | Develops and organizes | Develops unified and | Develops ideas cogently, |
| **Organization** | cogently, uneven and ineffective overall organization, unclear introduction or conclusion | ideas in paragraphs that are not necessarily connected. Some overall organization, but some ideas seem illogical and/or unrelated, unfocused introduction or conclusions | coherent ideas within paragraphs with generally adequate transitions; clear overall organization relating most ideas together, good introduction and conclusion; cites evidence in support. | organizes them logically with paragraphs and connects them with effective transitions. Clear and specific introduction and conclusion; cites multiple evidences in support. |
| **Language** | Employs words that are unclear, sentence structures inadequate for clarity, errors are seriously distracting | Word forms and sentence structures are adequate to convey basic meaning. Errors cause noticeable distraction | Word forms are correct, sentence structure is effective. Presence of a few errors is not distracting. | Employs words with fluency, develops concise standard English sentences, balances a variety of sentence structures effectively. |
| **Spelling and** | Writing contains | Frequent errors in | While there may be minor | The writing is essential error- |
| **Grammar** | numerous errors in spelling and grammar which interfere with comprehension | spelling and grammar distract the reader | errors, the writing follows normal conventions of spelling and grammar throughout and has been carefully proofread | free in terms of spelling and grammar |
| **Development** | Most ideas | Presents ideas in general | Supports most ideas with | Explores ideas vigorously, |
| **of Ideas** | unsupported, confusion between personal and external evidence, reasoning flawed | terms, support for ideas is inconsistent, some distinctions need clarification, reasoning unclear | effective examples, references, and details, makes key distinctions | supports points fully using a balance of subjective and objective evidence, reasons effectively making useful distinctions |
| **Purpose** | The purpose and focus of the writing are not clear to the reader | The writer’s decisions about focus, organization, style, and content sometimes interfere with the purpose of the writing. | The writer has made good decisions about focus, organization, style, and content so as to achieve the purpose of the writing. | The writer’s decision about focus, organization, style, and content fully elucidate the purpose and keep the purpose at the center of the piece |

**Discussion Rubric**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Quality**  **Criteria** | **High Proficiency**  **(19 - 20)** | **Proficiency**  **(17-18)** | **Some Proficiency**  **(15-16)** | **Limited Proficiency**  **(0-14)** |
| **Content and Knowledge** | Posts demonstrate superior engagement with content, and demonstrate a high level of knowledge which meaningfully contributes to the discussion board. | Posts demonstrate adequate engagement with content, and demonstrate sufficient knowledge to meaningfully contribute to the discussion board. | Posts demonstrate some engagement with content, but need to demonstrate greater knowledge to meaningfully contribute to the discussion board. | No posts. Or, posts were so lacking in content and knowledge that they failed to contribute to the discussion board. |
| **Etiquette in Dialogue with Peers** | Posts demonstrate superior ability to politely critic and assess opinions of others, and ask meaningful questions to extend discussion. | Posts demonstrate adequate ability to politely critic and assess opinions of others, and ask meaningful questions to extend discussion. | Posts need greater proficiency in politely critiquing and assessing opinion of others, and asking meaningful questions to extend discussion. | No posts. Or, posts were so lacking in etiquette and responsiveness that they failed to contribute to the discussion board. |
| **Critical Analysis and Logic** | Excellent analysis and logical presentation of information. Creative and imaginative. Addresses broader themes and topics well. | Adequate analysis and logical presentation of information. Somewhat creative and imaginative. Addresses broader themes and topics. | Inadequate analysis or presentation of information. Lacks creativity and imaginative. Fails to adequately address broader themes and topics. | No posts. Or, analysis is poor and lacks logic, creativity, imagination, and relation to broader themes and topics. |
| **Clarity and Mechanics** | Excellent clarity and mechanics. Nothing distracts the reader from understanding the author’s points. | Decent clarity and mechanics, but should be better so as to not distract reader. | Substandard clarity and or mechanics which meaningfully impact the quality of the posts. | No posts. Or, posts are so written so poorly that they fail to allow meaningful comments or contributions. |
| **Quantity and Timeliness** | All entries were submitted in a timely manner and were of sufficient length and timelines to meaningfully contribute to the discussion board. | All entries were submitted before they were due, but were of insufficient length or were submitted too late to meaningfully contribute to the discussion board. | Not all entries were submitted before they were due, and/or were of insufficient length or were submitted too late to meaningfully contribute to the discussion board. | No posts submitted when due. Or, posts were so minimal that they utterly failed to add to discussion board. |

**Blackboard Support**

If you need assistance with course technology at any time, please contact the [Center for Online Learning and Teaching Technology](https://www.utrgv.edu/online/) (COLTT).

| **Campus:** | **Brownsville** | **Edinburg** |
| --- | --- | --- |
| **Location:** | Casa Bella (BCASA) 613 | Education Complex (EEDUC) 2.202 |
| **Phone:** | 956-882-6792 | 956-665-5327 |

**Toll Free: 1-866-654-4555**

Office Hours: Monday - Friday, 7:30 a.m. - 6:00 p.m.  
Support Tickets Submit a Support Case via our [Ask COLTT Portal](https://utrgv.edu/coltthelp)

**24/7 Blackboard Support**

Need Blackboard assistance after hours? You can call our main office numbers, 956-882-6792 or 956-665-5327, to speak with a support representative.

**ATTENDANCE:**

Students are expected to attend all scheduled classes and may be dropped from the course for excessive absences. UTRGV’s attendance policy excuses students from attending class if they are participating in officially sponsored university activities, such as athletics; have been provided such an accommodation by Student Accessibility Services (SAS); for observance of religious holy days; or for military service.

**ACADEMIC INTEGRITY:**

Members of the UTRGV community uphold the [Vaquero Honor Code](https://nam01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.utrgv.edu%2Fstudentlife%2Fabout%2Fvaquero-honor-code%2Findex.htm&data=02%7C01%7Cdavid.granado%40utrgv.edu%7C2b62b139d6dd4e81de4208d83567012f%7C990436a687df491c91249afa91f88827%7C0%7C0%7C637318063815870808&sdata=u3JK2q8UqFwgzYkzXZWeIRM%2FuNsVreezdMT5ZQr8tdE%3D&reserved=0)’s  shared values of honesty, integrity and mutual respect in our interactions and relationships. In this regard, academic integrity is fundamental in our actions, as any act of dishonesty conflicts as much with academic achievement as with the values of honesty and integrity.  Violations of academic integrity include, but are not limited to: cheating, plagiarism (including self-plagiarism), and collusion; submission for credit of any work or materials that are attributable in whole or in part to another person; taking an examination for another person; any act designed to give unfair advantage to a student; or the attempt to commit such acts (Board of Regents Rules and Regulations, STU 02-100, and UTRGV Academic Integrity Guidelines).  **All violations of Academic Integrity will be reported to Student Rights and Responsibilities through** [**Vaqueros Report It**](https://nam01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.utrgv.edu%2Fen-us%2Fstudent-experience%2Freport-it%2F&data=02%7C01%7Cdavid.granado%40utrgv.edu%7C2b62b139d6dd4e81de4208d83567012f%7C990436a687df491c91249afa91f88827%7C0%7C0%7C637318063815880802&sdata=AxekhYtwdB%2Baey6EThon1hqp19tXWY7HmAdrWDFIELA%3D&reserved=0)**.**

**UTRGV Policy Statements**

**STUDENTS WITH DISABILITIES:**

Students with a documented disability (physical, psychological, learning, or other disability which affects academic performance) who would like to receive reasonable academic accommodations should contact **Student Accessibility Services (SAS)** for additional information.  In order for accommodation requests to be considered for approval, the student must apply using the *mySAS* portal located at [www.utrgv.edu/mySAS](https://nam01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.utrgv.edu%2FmySAS&data=02%7C01%7Cdavid.granado%40utrgv.edu%7C47dbf090677947b5e67e08d83305c9e4%7C990436a687df491c91249afa91f88827%7C0%7C0%7C637315447247309796&sdata=k%2FZq6WdNnZPfJN1x0egJQ9q0AMN%2Fd0pCtmNuRhnMy2g%3D&reserved=0) and is responsible for providing sufficient documentation of the disability to SAS. Students are required to participate in an interactive discussion, or an intake appointment, with SAS staff. Accommodations may be requested at any time but are not retroactive, meaning they are valid once approved by SAS. Please contact SAS early in the semester/module for guidance. Students who experience a broken bone, severe injury, or undergo surgery may also be eligible for temporary accommodations.

**Pregnancy, Pregnancy-related, and Parenting Accommodations**

Title IX of the Education Amendments of 1972 prohibits sex discrimination, which includes discrimination based on pregnancy, marital status, or parental status. Students seeking accommodations related to pregnancy, pregnancy-related condition, or parenting (reasonably immediate postpartum period) should submit the request using the form found at [https://www.utrgv.edu/pregnancy](https://nam01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.utrgv.edu%2Fpregnancy&data=02%7C01%7Cdavid.granado%40utrgv.edu%7C47dbf090677947b5e67e08d83305c9e4%7C990436a687df491c91249afa91f88827%7C0%7C0%7C637315447247309796&sdata=W%2BBV%2Bu2W%2FFo292T1PTZEqwcRWBp0bxcCT4YD1N07Mvg%3D&reserved=0) for review by **Student Accessibility Services.**

**Student Accessibility Services:**

**Brownsville Campus**: Student Accessibility Services is located in 1.107 in the Music and Learning Center building (BMSLC) and can be contacted by phone at (956) 882-7374 or via email at [ability@utrgv.edu](mailto:ability@utrgv.edu).

**Edinburg Campus:** Student Accessibility Services is located in 108 University Center (EUCTR) and can be contacted by phone at (956) 665-7005 or via email at [ability@utrgv.edu](mailto:ability@utrgv.edu).

**MANDATORY COURSE EVALUATION PERIOD:**

Students are required to complete an ONLINE evaluation of this course, accessed through your UTRGV account (<http://my.utrgv.edu>); you will be contacted through email with further instructions. Students who complete their evaluations will have priority access to their grades. Online evaluations will be available on or about:

Summer Module 1 June 23-29, 2021

Summer I June 28- July 5, 2021

Summer II August 7-12, 2021

Summer Module 2 August 12-18, 2021

**SEXUAL MISCONDUCT and MANDATORY REPORTING:**

In accordance with UT System regulations, your instructor is a “Responsible Employee” for reporting purposes under Title IX regulations and so must report to the Office of Institutional Equity & Diversity (OIED@utrgv.edu) any instance, occurring during a student’s time in college, of sexual misconduct, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which she/he becomes aware during this course through writing, discussion, or personal disclosure. More information can be found at [www.utrgv.edu/equity](https://nam01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.utrgv.edu%2Fequity&data=02%7C01%7Cdavid.granado%40utrgv.edu%7C3d4a82332e444b8e606d08d834d42073%7C990436a687df491c91249afa91f88827%7C0%7C0%7C637317432985425767&sdata=jCnOqfBL3vxfYuvYF3qtjVy4tmK9o9m%2FBghvXKfL%2FN4%3D&reserved=0), including confidential resources available on campus. The faculty and staff of UTRGV actively strive to provide a learning, working, and living environment that promotes personal integrity, civility, and mutual respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like confidential assistance, or have questions, they can contact OVAVP (Office for Victim Advocacy & Violence Prevention) at (956) 665-8287, (956) 882-8282, or [OVAVP@utrgv.edu](mailto:OVAVP@utrgv.edu).

**COURSE DROPS:**

According to UTRGV policy, students may drop any class without penalty earning a grade of DR (drop) until the official drop date. Following that date, students must be assigned a letter grade and can no longer drop the class. Students considering dropping the class should be aware of the “3-peat rule” and the “6-drop” rule so they can recognize how dropped classes may affect their academic success. The 6-drop rule refers to Texas law that dictates that undergraduate students may not drop more than six courses during their undergraduate career. Courses dropped at other Texas public higher education institutions will count toward the six-course drop limit. The 3-peat rule refers to additional fees charged to students who take the same class for the third time.

**STUDENT SERVICES:**

Students who demonstrate financial need have a variety of options when it comes to paying for college costs, such as scholarships, grants, loans and work-study. Students should visit the Student Services Center (U Central) for additional information. U Central is located in BMAIN 1.100 (Brownsville) or ESSBL 1.145 (Edinburg) or can be reached by email ([ucentral@utrgv.edu](mailto:ucentral@utrgv.edu)) or telephone: (888) 882-4026. In addition to financial aid, U Central can assist students with registration and admissions.

Students seeking academic help in their studies can use university resources in addition to an instructor’s office hours. University Resources include the Advising Center, Career Center, Counseling Center, Learning Center, and Writing Center. The centers provide services such as tutoring, writing help, counseling services, critical thinking, study skills, degree planning, and student employment. In addition, services such as the Food Pantry are also provided. Locations are listed below.

| **Center Name** | **Brownsville Campus** | **Edinburg Campus** |
| --- | --- | --- |
| **Advising Center**  [AcademicAdvising@utrgv.edu](mailto:AcademicAdvising@utrgv.edu) | BMAIN 1.400  (956) 665-7120 | ESWKH 101A  (956) 665-7120 |
| **Career Center**  [CareerCenter@utrgv.edu](mailto:CareerCenter@utrgv.edu) | BINAB 1.105  (956) 882-5627 | ESSBL 2.101  (956) 665-2243 |
| **Counseling Center**  [Counseling@utrgv.edu](mailto:Counseling@utrgv.edu)  [Mental Health Counseling and Related Services List](https://www.utrgv.edu/facultysuccess/_files/documents/syllabus-statement-for-counseling-12-16-19.pdf) | BSTUN 2.10  (956) 882-3897 | EUCTR 109  (956) 665-2574 |
| **Food Pantry**  [FoodPantry@utrgv.edu](mailto:FoodPantry@utrgv.edu) | BCAVL 101 & 102  (956) 882-7126 | EUCTR 114 (956) 665-3663 |
| **Learning Center**  [LearningCenter@utrgv.edu](mailto:LearningCenter@utrgv.edu) | BMSLC 2.118  (956) 882-8208 | ELCTR 100  (956) 665-2585 |
| **Writing Center**  [WC@utrgv.edu](mailto:WC@utrgv.edu) | BUBLB 3.206  (956) 882-7065 | ESTAC 3.119  (956) 665-2538 |

**DEAN OF STUDENTS RESOURCES:**

The Dean of Students office assists students when they experience a challenge with an administrative process, unexpected situation such as an illness, accident, or family situation, and aids in resolving complaints. Additionally, the office helps to advocate on behalf of students and inform students about their rights and responsibilities as well as serving as a resource and support for faculty and campus departments.

[Vaqueros Report It](https://nam01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.utrgv.edu%2Freportit&data=02%7C01%7Crebecca.gadson%40utrgv.edu%7Cdd964f514e804d81f25e08d837fc724c%7C990436a687df491c91249afa91f88827%7C0%7C0%7C637320904685457481&sdata=d5xO81gteVxafD7ykVbS99SFQIayE2PD4CUyDpeA%2F0E%3D&reserved=0" \t "_blank) allows students, staff and faculty a way to report concern about the well-being of a student, seek assistance in resolving a complaint, or report allegations of behaviors contrary to community standards or campus policies.

The Dean of Students can also be reached by emailing [dos@utrgv.edu](mailto:dos@utrgv.edu) or visiting [Virtual Office hours](https://www.utrgv.edu/studentlife/about/virtual-office-hours/index.htm) in which a representative is available Monday-Friday 9:00-11:00 a.m. and 1:00-4:00 p.m.