COURSE ENGAGEMENT

I expect students to engage my courses to the fullest. There is an onus placed upon you, the student, to be active, maintaining focus on the material of this course through the entire semester. Specifically, you must pursue the course with vigor as a function of obligation and desire for knowledge, college community, credits, and grades. You will not “earn points” for being engaged. However, you most certainly will "lose points" via lack of engagement: indirectly, you will miss important features of the course (this will, in turn, affect understanding of course topics and ability to succeed on exams, homework, and papers); and directly, you may fail to meet the minimum standards of enrollment in this course (i.e. you may lose actual grades or the opportunity to remain in the course if you do not fully embrace your role as student).

Attendance

Attendance is required. The lectures and discussions in class are unavailable elsewhere and provide important information, insight into course materials, and an overarching theme to the course. Additionally, lectures and discussions will be a possible focus of examinations and papers. It is your responsibility to attend class and to acquire notes from another student in the event of absence - you will be held accountable for all lectures, discussions, syllabus changes, and assignments presented in class, regardless of attendance. Specifically, lack of attendance will have both the aforementioned indirect effects on your status in the course, and the following direct effects:

1. If more than three weeks of total class time (six Tues/Thurs or nine Mon/Wed/Fri classes) are missed for any reason you will forfeit your enrollment in the course, resulting in either being dropped or automatically receiving a failing grade for the class. This amount of absence corresponds to missing more than 20% of the semester. Regardless of whether or not absences are formally or informally excused, it is not possible to receive credit in my courses if such a large portion of class time is missed.
2. If two or more consecutive classes are missed for any reason, excused or unexcused, you risk direct negative consequences to your grade – i.e. you may "lose points" for missing consecutive classes. Please contact me immediately to discuss the situation should this occur.

You are expected to arrive at class on time. Late arrivals should not disturb the class in any way and should not be attempted after ten minutes of class time has elapsed. If you must leave class early, please discuss it with me ahead of time.

E-Mail
You are expected to check your email every morning before class. I may use this format to contact you with important course updates. You are expected and responsible for being aware of this information.

Participation
Participation via discussion is one of the most important sources of power for students – it is where you can affect the direction and tone of a class and the course in general. You are expected to participate in class and I encourage you to ask questions and be assertive in prompting discussion. Your opinions and arguments regarding readings, general ideas, and specific concepts are important, and it is your responsibility to present them when appropriate.

Further, I will, at times, call on you directly to participate in class: be prepared to, at least, comment on the facts and present your opinions of the readings at hand and, optimally, to compare it to other elements of the course. Be active. I want to hear your voice on the materials of this course.

Holidays
Holidays start and end on the days determined by the University - DO NOT assume that the class before or after a holiday is any less important because of this timing. There may well be tests, reading assignments, and other essential activities on those days. DO NOT make advance travel plans for these days.

Thanksgiving Break: This holiday frequently occurs such that there is only one week of classes following the vacation. Be very careful not to allow this holiday to interfere with your attention during that final portion of the course, which can be essential for final exam and paper preparation.

Spring Break: This holiday frequently occurs during the middle of the semester. Be aware that there is still a large portion of the semester remaining after this holiday - it is imperative not to let the vacation “carry over” into the final half.

Snow Days and Weather Delays: Occasionally, weather can produce official school closures. However, it is more common that inclement weather (e.g. snow, flood-producing rain, and hail) may produce problems for individuals. You should plan according to the weather to insure that you arrive at class on time. If you are experiencing unusual, extreme circumstances, you should contact me as soon as possible to inform me of your situation.

Reading
The readings assigned in the syllabus are required unless specifically noted otherwise. It is assumed that you will come to class having read the assignments and that you will be prepared to discuss them. It will be helpful for you to write a reflection/review/summary of each reading (this might include a few phrases or sentences of summary, a list of keywords, and/or a few phrases or sentences representing your opinions on the article) as a guide and reminder for discussion, exam preparation, and research and writing in this and other classes.

Exams and Assignments
All assignments must be completed on time. Late assignments will only be accepted in unusual circumstances and typically with a 10% reduction in grade for each day, or part thereof, the assignment is late. Similarly, make-up or early exams will not be available except under extreme circumstances. Additionally, the failure to complete any required assignment is potentially grave beyond the mere loss of points. Should this situation arise, you must contact me immediately in order to discuss the situation, at the risk of forfeiting your enrollment in the course, resulting in either being dropped or automatically receiving a failing grade for the class.

*Classroom Etiquette*

The following is a partial list describing some essential elements of classroom etiquette.

1) Never sleep in class.
2) Cell phones must be turned off completely (not even set on vibrate) during class and at all other times in the classroom: even before or after class, you must use cell phones outside the classroom.
3) Never surf the internet, e-mail, or use internet messaging during class – computers and online activity during class are exclusively for purposes of the course.

Failure to heed these rules may result in dire consequences to your grade or your ability to remain in the course.

*Exceptions*

If for any reason you feel that you have an unusual case worthy of an exception to any of the aforementioned rules of engagement, you should see me as soon as possible, prior to the event in question.

*Plagiarism and the Honor Code*

Please review the rules of plagiarism that govern Wake Forest students. These can be found at [http://www.wfu.edu/Library/referenc/guides/plagiarism.htm](http://www.wfu.edu/Library/referenc/guides/plagiarism.htm)

In the case of any perceived Honor Code Violation, I may contact the Chair of the Department, the Dean, and the Honor Board prior to discussing the issue with a student. This does not presuppose any outcome, but instead allows for the most reliable and accurate assessment of the situation: the entire history of the case will then be available for review to prevent any misunderstandings of language, intent, or consequence.