

## Syllabus — Generic information for all courses / Fall 2024

<b>Instructor:</b>	Dr. Taras I. Lakoba, Innovation Hall, Room E436 (802) 656-2610, <a href="mailto:tlakoba@uvm.edu">tlakoba@uvm.edu</a> , <a href="https://tlakoba.w3.uvm.edu">https://tlakoba.w3.uvm.edu</a>
<b>Student Drop-in Hours:</b>	M: 4:40–5:40; W: 12:30–1:30; F: 11:20 - 12:20; and by appointment. See <a href="https://tlakoba.w3.uvm.edu/teaching_24F.html">https://tlakoba.w3.uvm.edu/teaching_24F.html</a> for more information.
<b>Important deadlines:</b>	See UVM Academic Calendar at <a href="https://www.uvm.edu/registrar/uvm-academic-calendar-2024-2025">https://www.uvm.edu/registrar/uvm-academic-calendar-2024-2025</a>

**Intellectual Property Statement / Prohibition on Sharing Academic Materials:** Students are prohibited from publicly sharing or selling academic materials that they did not author (for example: practice questions or any copyrighted class materials). Students are also prohibited from sharing *any* assessments (e.g., quizzes or tests) and their solutions, provided by the instructor. Violations will be immediately reported to the Center for Student Conduct and will be handled under UVM's Intellectual Property policy and Code of Academic Integrity.

**Special accommodation:** Students who require special accommodation must notify me of their needs within the first two weeks of the semester by providing a formal letter from the Student Accessibility Services (<https://www.uvm.edu/academicsuccess/myaccess-services>; 802-656-7753).

**Students struggling to pay for or obtain course materials** are encouraged to contact KC Williams, Assistant Dean of Equity, Belonging, and Student Engagement ([kc.williams@uvm.edu](mailto:kc.williams@uvm.edu)) and/or UVM Student Financial Services

**Food Insecurity:** The UVM Center for Health & Wellbeing provides several on- and off-campus resources for students struggling with food insecurity: <https://www.uvm.edu/health/food-insecurity-uvm>.

**Religious Holidays:** Students have the right to practice the religion of their choice. If you need to miss class to observe a religious holiday, please submit the dates of your absence to me in writing by the end of the second full week of classes. You will be permitted to make up work within a mutually agreed-upon time.

**Grading your instructor (a.k.a. course evaluations):** Just as you expect to receive a grade in this course, so does your instructor. Thus, all students are expected to complete an evaluation of the course at its conclusion. A link to the webpage with an electronic evaluation form will be sent to you in the last two weeks of the semester. Evaluations will be anonymous and confidential, and the constructive criticisms gained from them will be used to improve the course.

**Grade appeals:** If you would like to contest a grade, please follow the procedures outlined in this policy: <https://www.uvm.edu/policies/student/gradeappeals.pdf>.

**Family Educational Rights and Privacy Act (FERPA) of 1974 disclosure:** Please refer to: <http://catalogue.uvm.edu/undergraduate/academicinfo/ferparightsdisclosure/>.

**Technical support:** <https://www.uvm.edu/it/kb/student-technology-resources/>; Helpline: 802-656-2604.

**Promoting Health and Safety:** UVM's and my first priority is to support a healthy and safe learning environment. Please contact the following offices if you have any health and safety concerns:

Center for Health & Wellbeing: <https://www.uvm.edu/health>; Counseling & Psychiatry Services: (802) 656-3340;

C.A.R.E.: If you are concerned about a UVM community member or a specific event, please contact the UVM Dean of Students Office (802-656-3380) or the CEMS Student Services (<https://www.uvm.edu/cems/student-services>). You can report your concerns anonymously via UVM Dean of Students's website: <https://www.uvm.edu/studentaffairs>.

**Statement on alcohol and cannabis in the academic environment:** As a faculty member, I want you to get the most you can out of this course. It is important to note that alcohol and cannabis have no place in an academic environment. They can seriously impair your ability to learn and retain information not only in the moment you may be using, but up to 48 hours or more afterwards. In addition, alcohol and cannabis can:

- Cause issues with attention, memory and concentration;
- Negatively impact the quality of how information is processed and ultimately stored;
- Affect sleep patterns, which interferes with long-term memory formation.

I expect that you will do everything you can to optimize your learning and to fully participate in this course.

**Inclusion Statement:** UVM is a place where you can expect to be treated with respect and kindness. It welcomes individuals of all ages, backgrounds, beliefs, interests, ethnicities, genders, gender identities, gender expressions, national origins, religious affiliations, sexual orientations, ability, and other visible and nonvisible differences. If you ever feel that you have been unfairly treated or judged by an instructor, another student, or another member of the UVM community, please let someone know. Your instructors, academic advisor, and your College's Office of Student Services are available to discuss any concerns. You can also report an incident of bias through the Campus Bias Response Program.