

**Math 1131**  
**Autumn 2022**  
**Course Policies and Statements**

The following policies apply to this course. Most of the information here can also be found in the Academic Policies tab in your Canvas navigation, and we are repeating it here with some minor additions for convenience. Topics include: disability accommodations, academic misconduct, mental health resources, sexual harassment response, diversity, grievance resolution, policies regarding COVID-19 absences, policies regarding potential changes to the course in response to issues caused by COVID-19, and intellectual property policy. See the Academic Policies Tab in the course Canvas page for updates and further information.

### **Disability Services Statement.**

The university strives to make all learning experiences as accessible as possible. In light of the current pandemic, students seeking to request COVID-related accommodations may do so through the university's request process ([slds.osu.edu/covid-19-info/covid-related-accommodation-requests/](https://slds.osu.edu/covid-19-info/covid-related-accommodation-requests/)), managed by Student Life Disability Services. If you anticipate or experience academic barriers based on your disability (including mental health, chronic, or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. SLDS contact information: [slds@osu.edu](mailto:slds@osu.edu); 614-292-3307; [slds.osu.edu](https://slds.osu.edu); 098 Baker Hall, 113 W. 12<sup>th</sup> Avenue.

**ACADEMIC MISCONDUCT STATEMENT.** Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the University's Code of Student Conduct, and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the University's Code of Student Conduct and this syllabus may constitute Academic Misconduct.

The Ohio State University's Code of Student Conduct (Section 3335-23-04) defines academic misconduct as: Any activity that tends to compromise the academic integrity of the University, or subvert the educational process. Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the University's Code of Student Conduct is never considered an excuse for academic misconduct, so I recommend that you review the Code of Student Conduct and, specifically, the sections dealing with academic misconduct.

If I suspect that a student has committed academic misconduct in this course, I am obligated by University Rules to report my suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the University's Code of Student Conduct (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me, your lecturer.

For the purposes of this course, quizzes and exams are required to be the sole work of each student, with no help from sources outside of class materials. This includes, but is not limited to, help from individuals, books, and apps. Publication or distribution of course exams except as distributed by the course is prohibited and is considered to be academic misconduct as well as a violation of relevant intellectual property rights. Allowing others to use your Carmen or Gradescope accounts is also prohibited. Allowing other students to view your work on a quiz or exam before the instructor has published grades for that quiz or exam is prohibited, as is the viewing of another student's work under these circumstances. Violations of these rules shall be considered to be academic misconduct. All instances of suspected academic misconduct shall be referred to COAM without notice. *The preceding should not be taken as an exhaustive list of activities considered to be academic misconduct.*

**MENTAL HEALTH STATEMENT.** As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. If you or someone you know are suffering from any of the aforementioned conditions, you can learn more about the broad range of confidential mental health services available on campus via the Office of Student Life Counseling and Consultation Services (CCS) by visiting [ccs.osu.edu](https://ccs.osu.edu) or calling (614) 292- 5766. CCS is located on the 4th Floor of the Younkin Success Center and 10th Floor of Lincoln Tower. You can reach an on-call counselor when CCS is closed at (614) 292-5766 and 24 hour emergency help is also available through the 24/7 National Suicide Prevention Hotline at 1-(800)-273-TALK or at [suicidepreventionlifeline.org](https://suicidepreventionlifeline.org)

**HEALTH AND SAFETY STATEMENT.** All students, faculty, and staff are required to comply with and stay up to date on all university safety and health guidance (<https://safeandhealthy.osu.edu>), which includes following university mask policies and maintaining a safe physical distance at all times. Non-compliance will be warned first, and disciplinary actions will be taken for repeated offences.

**SEXUAL MISCONDUCT AND HARRASSMENT STATEMENT.** The Ohio State University is committed to building and maintaining a community to reflect diversity and to improve opportunities for all. All Buckeyes have the right to be free from harassment, discrimination, and sexual misconduct. Ohio State does not discriminate on the basis of age, ancestry, color, disability, ethnicity, gender, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, pregnancy (childbirth, false pregnancy, termination of pregnancy, or recovery therefrom), race, religion, sex, sexual orientation, or protected veteran status, or any other bases under the law, in its activities, academic programs, admission, and employment. Members of the university community

also have the right to be free from all forms of sexual misconduct: sexual harassment, sexual assault, relationship violence, stalking, and sexual exploitation.

To report harassment, discrimination, sexual misconduct, or retaliation and/or seek confidential and non-confidential resources and supportive measures, contact the Office of Institutional Equity:

1. Online reporting form at [equity.osu.edu](https://equity.osu.edu),
2. Call 614-247-5838 or TTY 614-688-8605,
3. Or Email [equity@osu.edu](mailto:equity@osu.edu)

The university is committed to stopping sexual misconduct, preventing its recurrence, eliminating any hostile environment, and remedying its discriminatory effects. All university employees have reporting responsibilities to the Office of Institutional Equity to ensure the university can take appropriate action:

- All university employees, except those exempted by legal privilege of confidentiality or expressly identified as a confidential reporter, have an obligation to report incidents of sexual assault immediately.
- The following employees have an obligation to report all other forms of sexual misconduct as soon as practicable but at most within five workdays of becoming aware of such information: 1. Any human resource professional (HRP); 2. Anyone who supervises faculty, staff, students, or volunteers; 3. Chair/director; and 4. Faculty member.

*All course lecturers, teaching assistants, and tutors are considered faculty members for the purpose of the above policy, and are so required to report any potential any sexual misconduct.*

**DIVERSITY STATEMENT.** The Ohio State University affirms the importance and value of diversity of people and ideas. We believe in creating equitable research opportunities for all students and to providing programs and curricula that allow our students to understand critical societal challenges from diverse perspectives and aspire to use research to promote sustainable solutions for all. We are committed to maintaining an inclusive community that recognizes and values the inherent worth and dignity of every person; fosters sensitivity, understanding, and mutual respect among all members; and encourages each individual to strive to reach their own potential. The Ohio State University does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, gender, sexual orientation, pregnancy, protected veteran status, or any other bases under the law, in its activities, academic programs, admission, and employment.

To learn more about diversity, equity, and inclusion and for opportunities to get involved, please visit:

- <https://odi.osu.edu/>
- <https://odi.osu.edu/racial-justice-resources>
- <https://odi.osu.edu/focus-on-racial-justice>

- <http://mcc.osu.edu/>

**GRIEVANCE RESOLUTION.** According to University Policies, if you have a problem with this class, you should seek to resolve the grievance concerning a grade or academic practice by speaking first with the instructor or professor. Then, if necessary, take your case to the department chairperson, college dean or associate dean, and to the provost, in that order. Specific procedures are outlined in Faculty Rule 3335-8-23. Grievances against graduate, research, and teaching assistants should be submitted first to the supervising instructor, then to the chairperson of the assistant's department.

**Additional resources for students:**

The Ohio State University Wexner Medical Center's [Coronavirus Outbreak site](#) includes the latest information about COVID-19 as well as guidance for students, faculty and staff.

The [Keep Learning site](#) includes tips and resources to help students make the shift to online learning, addressing strategies for success as well as technology tools.

The [Office of Student Life's "We Are Here For You" page](#) includes several resources to support students' mental, physical and financial health.

**OWNERSHIP OF COURSE RECORDINGS.** The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course. Ownership of course recordings and other materials (including exams and problem sets) and associated distribution rights shall be governed by the University Intellectual Property Policy for instructional works created by faculty or staff. Distribution of these works outside the context of the course may only be done with the express written permission of the relevant course instructor or instructors, and must additionally comply with federal, state, and OSU student privacy rules and guidelines, including OSU Carmen terms of use and relevant laws. Violations of intellectual property rights or privacy regulations will be referred to university legal counsel, COAM, and/or other appropriate legal authority.

**COURSE COMMUNICATION.** Course instructors strive to respond to emails within 24 working hours. To ensure that this is possible, there is a course policy dealing with who to send emails about what issues. This policy is not covered by the University Academic Policies, and is included in a separate document. This document is available on the course Canvas page. *Failure to abide by the guidelines in this document may result in significant delays or non-response.*