

Policies

Campus Academic Resources & Policies

The following reflects the approved campus-wide academic policies of Syracuse University. For more information and detail, please consult the full documentation of University policies [here](#).

Academic Integrity

As a preeminent and inclusive student-focused research institution, Syracuse University places academic integrity at the forefront of learning and considers it a core value and guiding pillar of education. The University's [Academic Integrity Policy](#) provides guidelines for completing academic work with integrity. Students are required to meet both course-specific and University-wide academic integrity expectations, such as crediting your sources, doing your own work, communicating honestly and supporting academic integrity.

Upholding academic integrity includes the protection of faculty intellectual property. Students should not upload, distribute or share an instructor's course materials, including presentations, assignments, exams or other evaluative materials, without permission. Using websites that charge fees or require uploading of course material (e.g., Chegg, Course Hero) to obtain exam solutions or assignments completed by others and presenting them as your own violates academic integrity expectations in this course and may be classified as a Level 3 violation.

All academic integrity expectations that apply to in-person assignments, quizzes and exams also apply online. Students found in violation of the policy are subject to grade sanctions determined by the course instructor and non-grade sanctions determined by the school or college offering the course. Students may not drop or withdraw from courses in which they face a suspected violation. Any established violation in this course may result in course failure regardless of violation level.

Artificial Intelligence

Based on the specific learning outcomes and assignments in this course, artificial intelligence is permitted on the following: course assignments, practicums, and final projects. Artificial intelligence is *not* permitted on in-class exams. See each assignment, quiz, or exam instructions for more information about what artificial intelligence tools are permitted and to what extent, as well as citation requirements. If no instructions are provided for a

specific assignment, then no use of any artificial intelligence tool is permitted. Any AI use beyond that which is detailed in course assignments is explicitly prohibited except when documented permission is granted.

Please also see Syracuse University's [general campus AI policies here](#).

I, as the instructor, may use generative AI tools to help develop course materials. When I do, I take full responsibility for reviewing and verifying all AI-generated content to ensure it is accurate, appropriate and aligned with our learning objectives. All final course materials represent my professional judgment about what will best support your learning.

Attendance Policy

Attendance in classes is expected in all courses at Syracuse University. It is a federal requirement that faculty promptly notify the university of students who do not attend or cease to attend any class. Faculty will use Early-Semester Progress Reports and Mid-Semester Progress Reports in Orange SUccess to alert the Registrar and Financial Aid Office on non-attendance. For more information visit:

- [Faculty: Information for Faculty: Non-attendance or Stopped Attending](#)
- [Students: Information for Students: Non-attendance or Stopped Attending](#)

If a student is unable to participate in-person or virtually for an extended period of time (48 hours or more), the student may request an absence notification from their home school/college Dean's Office or through Student Outreach and Support office. Instructors will be notified via the "Absence Notification" flag in Orange SUccess.

Barnes Center at the Arch (Health, Counseling, etc.) staff will not provide medical excuse notes for students. When Barnes Center staff determine it is medically necessary to remove a student from classes, they will coordinate with Student Outreach and Support case management staff to provide appropriate notification to faculty through Orange Success. For absences lasting less than 48 hours, students are encouraged to discuss academic arrangements directly with their faculty.

Additional information may be found at [Student Outreach and Support: Absence Notifications](#).

Blackboard

This class will use the Blackboard Learning Management System to house the syllabus, course content, links to external course materials, assignments, quizzes, exams, feedback, and grades. Due dates and times in Blackboard are stored in Coordinated Universal Time (UTC) and displayed for each user based on the time zone setting of their computer and data from their internet browser. The system will always display the time zone being used. If an instructor sets a due date of 11pm Eastern time, a student in the Pacific time zone will see a due date of 8pm.

Information about Blackboard is available on [Answers Blackboard](#); alternatively, you can contact Information Technology Services by sending an email to help@syr.edu, calling

315.443.2677, or in-person at the ITS Service Center, located at 1-227 CST in the Life Sciences Complex. Business hours for the Service Center can be found on the [ITS website](#).

Discrimination and Harassment

Syracuse University does not discriminate and prohibits harassment or discrimination related to any protected category including creed, ethnicity, citizenship status, reproductive health decisions, national origin, sex, gender, pregnancy, disability, marital status, age, race, color, veteran status, military status, religion, sexual orientation, domestic violence status, genetic information, gender identity and/or gender expression, shared common ancestry, or any other status protected by applicable law.

Any complaint of discrimination or harassment related to any of these protected bases should be reported to Sheila Johnson-Willis, associate vice president and chief equal opportunity and Title IX officer in the Office of Equal Opportunity, Inclusion and Resolution Services (621 Skytop Road, Suite 1001, Syracuse, NY 13244; equalopp@syr.edu; 315.443.4018). She is responsible for coordinating compliance efforts under various laws including Titles VI, VII, IX and Section 504 of the Rehabilitation Act.

Diversity

It is the intent of this course for students from all diverse backgrounds and perspectives to be well served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that students bring to this class be viewed as a resource, strength, and benefit. It is also critical to present materials and activities that are respectful of diversity: gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture. Your suggestions are encouraged and appreciated. Please let your instructor know ways to improve the effectiveness of the course for you personally or for other students or student groups.

Disability

Syracuse University values diversity and inclusion and is committed to a climate of mutual respect and full participation. There may be aspects of the instruction or design of this course that result in barriers to your inclusion and full participation. I invite students to meet with me to discuss strategies and/or accommodations (academic adjustments) that may be essential to your success in collaboration with the Center for Disability Resources (CDR).

To discuss disability-accommodations or register with CDR, visit disabilityresources.syr.edu, or contact the center at 315.443.4498 or disabilityresources@syr.edu for more detailed information. CDR is responsible for coordinating disability-related academic accommodations and will work with you to develop an access plan. Since accommodations may require early planning and generally are not provided retroactively, please contact CDR as soon as possible.

Faith and Religious Accommodations

[Syracuse University's Religious Observances Policy](#) recognizes the diversity of faiths rep-

resented in the campus community and protects the rights of students, faculty and staff to observe religious holy days according to their traditions. Under the policy, students are given an opportunity to make up any examination, study or work requirements that may be missed due to a religious observance, provided they notify their instructors no later than the academic drop deadline. For any observances occurring before the academic drop deadline, students must notify faculty at least two academic days in advance. Students register their observances using MySlice.

FERPA

The Family Educational Rights and Privacy Act (FERPA) sets forth requirements regarding the privacy of student records. FERPA governs both the access to and release of those records, known as education records, and the information they contain. Under FERPA, faculty have a legal responsibility to protect the confidentiality of student records. For additional information about FERPA and Syracuse University's FERPA policy, see [Compliance with the Family Education Rights and Privacy Act](#) or contact the Office of the Registrar (315.443.2422).

Health and Wellness

Well-being and mental health are significant predictors of academic success. It is critical to take care of yourself physically and emotionally and to effectively navigate stress, anxiety, and depression. Please familiarize yourself with the range of resources the Barnes Center provides <https://ese.syr.edu/bewell/> and seek out support for mental health concerns as needed. Counseling services are available 24/7, 365 days, at 315-443-8000.

ORANGE Alert

ORANGE ALERT, Syracuse University's crisis notification system, uses text messages, phone, and email alerts to provide rapid notification and instructions to members of the University community in the event of a crisis in progress. In the event of an emergency, please use one of the following numbers to reach us:

From any phone: 315.443.2224 From your cell phone: #78 (#SU) Campus landline: 711

For more information on ORANGE ALERT, including how to update your contact information, visit the [DPS website](#).