

**Subject: Number:**

**Course Title: Section:**

**Semester/year:**

**Instructor or Coordinator:**

**Contact information (Office/Phone/Email): Office hours:**

**Class meeting days/times: Class meeting location:**

**Web Page/Blackboard link (if applicable): Teaching Assistant (if applicable):**

**Contact information (Office/Phone/Email):**

**Instructional activity:** hours lecture hours lab semester hours

**Course designation:** Common Core Distributed Science or Engineering

 Major requirement Elective Other (please describe \_ \_\_)

**Course description from Bulletin:**

**Textbook and/or other requirement materials: Required text:**

**Other required supplemental information:**

**Student learning outcomes: At the conclusion of the class students will…**

1.

2.

3.

4. Etc.

**Brief list of topics covered:**

1.

2.

3.

4.

5.

6.

7.

**Policy on academic integrity/misconduct:** The Colorado School of Mines affirms the principle that all individuals associated with the Mines academic community have a responsibility for establishing, maintaining an fostering an understanding and appreciation for academic integrity. In broad terms, this implies protecting the environment of mutual trust within which scholarly exchange occurs, supporting the ability of the faculty to fairly and effectively evaluate every student’s academic achievements, and giving credence to the university’s educational mission, its scholarly objectives and the substance of the

degrees it awards. The protection of academic integrity requires there to be clear and consistent standards, as well as confrontation and sanctions when individuals violate those standards. The Colorado School of Mines desires an environment free of any and all forms of academic misconduct and expects

students to act with integrity at all times.

Academic misconduct is the intentional act of fraud, in which an individual seeks to claim credit for the work and efforts of another without authorization, or uses unauthorized materials or fabricated information in any academic exercise. Student Academic Misconduct arises when a student violates the principle of academic integrity. Such behavior erodes mutual trust, distorts the fair evaluation of academic achievements, violates the ethical code of behavior upon which education and scholarship rest, and undermines the credibility of the university. Because of the serious institutional and individual ramifications, student misconduct arising from violations of academic integrity is not tolerated at Mines. If

a student is found to have engaged in such misconduct sanctions such as change of a grade, loss of institutional privileges, or academic suspension or dismissal may be imposed.

The complete policy is [online.](http://inside.mines.edu/POGO-Student)

**Grading Procedures:** *(Note: all courses must have a published, transparent grading policy that students can use to gauge their performance and progress in the class through the course of the semester.)*

**Coursework Return Policy:** *(Note: all courses must have a published, good-faith policy defining when homework, exams, and other graded coursework will be returned. In general most work should be returned to students within two weeks, along with suitable materials/feedback that enable students to understand how to improve their learning/performance.)*

**Absence Policy** (e.g., Sports/Activities Policy):

**Homework:**

 Homework must be turned in before it is due to be graded – plan ahead.

 Exams: If you will be absent during a scheduled exam, you should schedule a make-up time before you leave.

**Common Exam Policy** (if applicable):

**Detailed Course Schedule:** *(Note: it is recommended that the syllabus provide a detailed week-by-week schedule of course activities, including readings, exam and project due dates, etc., as a common*

*courtesy to students.)*