INR4502 • INTERNATIONAL ORGANIZATIONS

SCHOOL OF POLITICS, SECURITY, AND INTERNATIONAL AFFAIRS
UNIVERSITY OF CENTRAL FLORIDA
FALL 2021

Instructor	Sara Belligoni
Instructor Email	Sara.Belligoni@ucf.edu
Credit Hours	3
Course Modality	In-person
Enrollment Requirements	ENC1102 or POS2041
Class Meeting	Mondays, 2:30 - 5:20 PM
Class Location	NSC – Classroom 110
Office Hours	Mondays, 10:00 AM - 12:00 PM • Online, via Zoom

- **GENERAL INFORMATION**

Academic Activity: Students are required to complete the academic activity via WebCourses within the first week of classes. This is particularly important for those students receiving financial aid. Please go to ***WebCourses → Assignments → Academic Activity*** and make sure to complete it before **Friday, 27 August 2021, at 11:59 PM.**

Academic Resources: Students have several opportunities to be successful in this class. In WebCourses, left-hand toolbar, there is the link to the resources dedicated to students with information on how to format their assignments and correctly include in-text citations and references. Students are also encouraged to reach out to the UCF University Writing Center (https://uwc.cah.ucf.edu) as it offers resources and appointments to support students in strengthening their writing skills. Additionally, the UCF Library (https://library.ucf.edu/services/services-for-undergrads/) provides several resources to undergraduate students, including the opportunity to schedule a one-on-one appointment with the subject librarian. Last, students should check frequently the UCF Calendar for the semester (https://calendar.ucf.edu/2021/fall) for important deadlines and reminders.

Office hours: Office hours are held online on Mondays from 10:00 AM to 12:00 PM via Zoom. Within that timeframe, the instructor will keep the Zoom meeting open for students to join. The link to access the Zoom meeting for office hours can be found in WebCourses, in the Announcement ***"Office Hours: Zoom Link."*** If and when needed, students can contact the instructor by sending an email or a message via the inbox tool in WebCourses to schedule a convenient online meeting via Zoom if they are unable to join regular office hours. In that case, the instructor will send the student the Zoom link to join the scheduled appointment.

Note: This syllabus might be subject to change throughout the semester. The instructor reserves the right to make changes at any moment during the semester if needed. Changes will always be promptly communicated. Please, make sure to check the announcements in WebCourses, your WebCourses inbox, and Knights email address.

- **COURSE DESCRIPTION**

During this course, students will study the structure and functioning of international organizations (IOs) while highlighting how their workings promote cooperation between states. The course is organized to allow students to contextualize the work of several IOs, including transnational and regional organizations, based on their focus areas.

This course will provide an introduction to international organizations and the international regulations administering their establishment, functioning, and working. Students will also be exposed to foundational theories, including realism and institutionalism, and case studies, so they can acquire a deep understanding of the theories and practices of international organizations.

During the semester, students will engage in in-class debates, presentations, and other learning exercises including a crisis simulation of the works of the United Nations Security Council (UNSC). The course aims to broaden the students' knowledge from both a theoretical and practical perspective to stimulate their interest and critical skills.

This course is suitable for students with a general background in international affairs, international law, and international relations. Students should have an interest in seeking to improve their understanding of world politics through the lens of institutions facilitating international cooperation. As students taking this class may be interested in pursuing a career within IOs, the course is conducted in part as a lecture and in part as a seminar, where students are actively involved in exercises and simulations.

- **STUDENTS LEARNING OUTCOMES**

At the end of the semester, students will be able to:

- Have a good knowledge of what are IOs, the legal and theoretical framework behind their establishment, and their structure, functioning, and working
- Have a good understanding of the main IOs, including the United Nations (UN), the North Atlantic Treaty Organization (NATO), the European Union (EU), the International Monetary Fund (IMF), the World Bank (WB), the United Nations Refugee Agency (UNHCR), the International Organization for Migration (IOM), the International Court of Justice (ICJ), the International Criminal Court (ICC), and additional IOs that will be discussed in class thanks to students' presentations which will also help them strengthen their presentation skills
- Have a hands-on experience over the functioning and working of IOs thanks to the participation in a crisis simulation of UNSC which will also help students developing their public speaking skills
- Have a respectful approach while engaging in debates and have to defend their point of view, while developing effective study habits, research skills, and persuasive writing

- **COURSE REQUIREMENTS**

To be successful in this course students will:

- Attend all class sessions
- Complete the assigned readings before class
- Contribute to class discussions constructively and consistently
- Submit all assignments and participate in the in-class exercises
- Promptly communicate with the instructor if and when needed

- Keep informed of current events by reading one or more of the resources listed in WebCourses Announcement ***"News Outlets"***

- **COURSE MATERIAL & RESOURCES**

  - **Textbook**

Hurd, I. (2020). ***International Organizations: Politics, Law, Practice.*** **Cambridge University Press.** https://www.cambridge.org/us/academic/subjects/politics-international-relations/international-relations-and-international-organisations/international-organizations-politics-law-practice-4th-edition?format=PB

Students should get the **4th Edition** of the book that was published in September 2020. This Edition contains an important chapter update that will be covered during the semester.

The textbook, as well as **Pease, K. K. S. (2018).** ***International Organizations: Perspectives on Global Governance (6th Edition).*** **Routledge.** from where students will read Chapter 6 are both available to students at the UCF Library – Course Reserves, located at the John C. Hitt Library's Circulation Desk. Students are not required to buy Pease's textbook. More information about Course Reserves can be found here: https://library.ucf.edu/find/course-materials/

  - **Scholarly Articles**

In addition to readings from the textbook, the Course Schedule includes scholarly articles. For students' convenience, the instructor provides the file of the scholarly article in ***WebCourses → Files → Scholarly Articles*** which are also available via the UCF Library and/or on Google Scholar.

- **GRADING FORMULA & SCALE**

Assignment	Weight	Due Date	✓
Academic Activity	0%	27 August 2021, 11:59 PM	
Presentation Paper	10%	24 September/1 October 2021, 11:59 PM	
In-class Presentation	5%	27 September/4 October 2021, 11:59 PM	
Position Paper	10%	1/8 November 2021, 11:59 PM	
Crisis Simulation	15%	15/22 November 2021, 11:59 PM	
Bi-weekly Quiz (6 total)	30%	N/A	
Final Exam	20%	6 December 2021, 4:00-6:50 PM	
Class Participation	10%	N/A	
Extra Credit	5%	8 December 2021, 11:59 PM	

Grades are rounded to the nearest integer (i.e., 89.4=89 and 89.6=90).

The following grade scale is applicable in this class:

- A: 100-94
- A-: 93-90
- B+: 89-87
- B: 86-84
- B-: 83-80
- C+: 79-77
- C: 76-74
- C-: 73-70
- D+: 69-67
- D: 66-60
- F: 59-0

- **ASSIGNMENTS**

  - **Presentation Paper (10%) & In-class Presentation (5%)**

For these assignments, students are required to submit a Presentation Paper on 24 September or 1 October 2021 and participate in an In-class Presentation on 27 September or 4 October 2021.

1. To begin with, students are required to select an international organization of their choice among those listed by the instructor in the WebCourses Discussion ***"In-class Presentation: List of IOs."*** Students must post in the discussion what IO they chose, making sure to read what students have posted before as each student must pick an IO and cannot pick the same of another student. If two students picked the same IO, the instructor will randomly assign the second student to an IO available. The WebCourses Discussion opens on 30 August 2021 at 6:00 PM and closes on 1 September 2021 at 11:59 PM. The instructor will post in the WebCourses Announcement ***"In-class Presentation: IOs Assignments"*** the IO assigned to each student on 2 September 2021 at 5:00 PM.

2. For the Presentation Paper, students must submit a Word document via WebCourses of no less than 700 and no more than 800 words total, excluding references. The paper should include the student's full name, and the name of the IO they chose. The paper must be divided into sections, providing headings (and sub-headings when needed). In-text citations and references at the bottom of the paper are required. Fail to provide in-text citations and references results in 5 points penalty. Students can use the style of their choice (APA, Chicago, etc.). If the student presents in class on 27 September 2021, then they must submit their paper by 24 September 2021; if the student presents in class on 4 October 2021, then they must submit the paper by 1 October 2021.

   In the first section of the paper, students should discuss the motivation for their choice (about 100 words). In the second section, students should discuss the contextual background that led to the establishment of the IO (about 300 words). In the third section, students should discuss the mandate and mission of the IO, relevant initiatives, programs, and documents that the IO has promoted/developed since its establishment (about 300 words). In the last section, students should discuss of what are the future challenges for the IO (about 100 words).

   The paper is worth 10% of the final grade. For each 10 words difference from the minimum and maximum word count of 700-800 words, 1 point is subtracted from the final grade (i.e., 680 words = -2 points, 850 words = -5 points). Students will find comments in WebCourses explaining their grades.

3. In-class presentations will be held on 27 September and 4 October 2021. Half of the students will present on the first date and the other half on the second date. In the second week of class (30 August 2021), students will be randomly assigned to present during one or the other date. Students are required to submit a paper in preparation for the in-class presentations on Friday before the assigned Monday for presenting. See due dates above.

   For the In-class Presentation, students are required to present what they discussed in their Presentation Paper assignment. Students have about 13-15 minutes for their presentation, and they are welcome to use a PowerPoint presentation, which however is not required.

   The presentation is worth 5% of the final grade. Students will find comments in WebCourses explaining their grades.

- **Position Paper (10%) & Crisis Simulation (15%)**

For these assignments, students are required to submit a Position Paper on 1 November or 8 November 2021 and participate in a Crisis Simulation on 15 November or 22 November 2021.

1. The assignments consist of a simulation of an emergency meeting of the United Nations Security Council (UNSC). Students will be assigned to represent one of the current 15 permanent and non-permanent Member States of the UNSC.
   During the fourth week of class (13 September 2021), students will be randomly assigned to representing one of the 15 current permanent or non-permanent Member States of the UNSC. Students will be provided with the general topic on which the simulation will be focusing.
   Since the Crisis Simulation will be held in two different dates, students will be also randomly assigned to 15 November or 22 November 2021. The topic of the two simulation days will be different.

2. In preparation for the Crisis Simulation, students are required to write a Position Paper about the position of the country they are representing on the topic that will be covered during the simulation. The paper must be submitted in advance of the simulation day. See due dates above.

   For the Position Paper, students must submit a Word document via WebCourses of no less than 700 and no more than 800 words total, excluding references. The paper should include the student's full name, the name of the Member States they are representing, and the topic of the in-class simulation day. The paper must be divided into sections, providing headings (and sub-headings when needed). In-text citations and references at the bottom of the paper are required. Fail to provide in-text citations and references results in 5 points penalty. Students can use the style of their choice (APA, Chicago, etc.). The information to complete the assignment can be found on the IOs websites and online, especially in the sources listed in the WebCourses Announcement ***"News Outlets."***

   In the first section of the paper, students should summarize the topic (about 200 words). In the second section, students should discuss the position the country they are representing has on the topic (about 300 words) while including concrete actions the country has made (about 300 words).

   The paper is worth 15% of the final grade. For each 10 words difference from the minimum and maximum word count of 700-800 words, 1 point is subtracted from the final grade (i.e., 680 words = -2 points, 850 words = -5 points). Students will find comments in WebCourses explaining their grades.

3. The in-class Crisis Simulation will simulate the work of the UNSC. Students representing the Member States will seat in a semi-circular setting and will be given a placard with the name of the country they are representing.

   The instructor will introduce students to the event for which the UNSC is called to reunite and the simulation will start. Students will be required to discuss the position of the Member State they are representing while attempting to negotiate a final resolution to be adopted by the UNSC. The instructor will serve as a moderator. More details about the rules of procedures during the simulation will be provided in class.

   The simulation is worth 15% of the final grade. Students will find comments in WebCourses explaining their grades.

- **Bi-Weekly Quizzes (30%)**

Every other week, students are required to complete a multiple-choice quiz consisting of 5 questions. Each question is worth 1 point. Students have 20 minutes to complete the quiz. Each quiz will cover the materials of the present and previous week.

Each of the 6 quizzes is worth 5% of the final grade. The correct answers of each quiz are made available as soon as it is submitted. Students should think about these quizzes to assess their knowledge of the class material in preparation for the other assignments and final exams.

Please note that the last quiz, Quiz 6, will only cover the materials discussed during Week 12 of classes and it is due at the end of that week. See the Class Schedule below for detailed information about quizzes deadlines.

- **Final Exam (20%)**

The Final Exam consists of two open questions about the materials covered throughout the semester. A list of potential topics will be provided in preparation for the assignment and will be available in the WebCourses Announcement ***"Final Exam: Potential Topics"***

Students will write no less than 900 and no more than 1100 words total, excluding references. The word count should be equally divided between the two answers which should range between 450 and 550 words each. In-text citations and references at the bottom of the exam sheet are required. Fail to provide in-text citations and references results in 5 points penalty. Students can use the style of their choice (APA, Chicago, etc.).

The Final Exam is worth 20% of the final grade. For each 20 words difference from the minimum and maximum word count of 900-1100 words, 1 point is subtracted from the final grade (i.e., 880 words = -1 point, 1140 words = -2 points).

The exam will take place in person during the final examination period, according to the UCF Calendar, on 6 December 2021 between 4:00 and 6:50 PM.

- **Class Participation (10%)**

As it is an in-person class, students are encouraged to be actively engaged during class. The instructor will facilitate the discussion and expects students to pose questions and participate in the discussion.

The Class Participation is worth 10% of the final grade.

- **Extra Credit (5%)**

Students who are willing to ameliorate their grades are welcome to take the Extra Credit assignment. It will consist of a multiple-choice (4 questions) and open answer (1 question) quiz. It will cover materials from the textbook discussed throughout the semester. Students have 40 minutes to complete the assignment.

The Extra Credit assignment is worth 5% of the final grade. The correct answers of the multiple-choice are made available as soon as it is submitted.

- **WEEKLY SCHEDULE**

Week 1 • Monday, 23 August 2021

Topic: **Introduction to INR4502 + Introduction to International Organizations**

Readings: Textbook, Chapter 1 "Introduction to International Organizations"
If you were not able to get the textbook on time for the first class, go to ***WebCourses → Files → Hurd - Chapter 1****, to read the scanned copy of the first chapter*

Notes: During the first class there will be a round of introductions. Students are encouraged to read the Syllabus before coming to class as there will be the opportunity to discuss its content and ask questions to the instructor.

Assignments: Academic Activity due 27 August 2021.

Week 2 • Monday, 30 August 2021

Topic: **Theory and Methods**

Readings: Textbook, Chapter 2 "Theory, Methods, and International Organizations"

Mearsheimer, J. J. (1994). The False Promise of International Institutions. *International Security, 19(3), 5-49.*

Keohane, R. O., & Nye, J. S. (1974). Transgovernmental relations and international organizations. *World Pol.*, *27*, 39.

Notes: During this class, students will be randomly selected for the in-class presentations of 27 September or 4 October 2021. Please note that the Discussion "In-class Presentation: List of IOs" opens on 30 August 2021 at 6:00 PM and students have until 1 September 2021 at 11:59 PM to post which IO they want to focus on for the Presentation Paper and In-class Presentation assignments. The IOs assignments will be posted by the instructor on 2 September 2021 after 5:00 PM in the dedicated Announcement on WebCourses "In-class Presentation: IOs Assignments."

Assignments: Bi-weekly Quiz 1 due on 3 September 2021.

Week 3 • Monday, 6 September 2021

Labor Day, no class.

Week 4 • Monday, 13 September 2021

Topic: **The United Nations (UN) I**

Readings: Textbook, Chapter 3 "The United Nations I: Law and Administration"

Schachter, O. (1994). United Nations Law. *The American Journal of International Law*, *88*(1), 1-23.

Week 5 • Monday, 20 September 2021

Topic: **The United Nations (UN) II**

Readings: Textbook, Chapter 4 "The United Nations II: International Peace and Security"

Claude, I. L. (1996). Peace and security: Prospective roles for the two United Nations. *Global Governance*, *2*(3), 289-298.

Notes: During this class, students will be randomly assigned to countries to represent during the crisis simulation of 15 November or 22 November 2021. The topic of each day of simulation will also be communicated to students in order to start preparing for both the Position Paper and Crisis Simulation assignments.

Assignments: Presentation Paper (for In-class Presentations on 27 September 2021) due on 24 September 2021. Bi-weekly Quiz 2 is due on 24 September 2021.

Week 6 • Monday, 27 September 2021

Topic: **The Sustainable Development Goals (SDGs) + In-class presentations I**

Readings: Sachs, J. D. (2012). From millennium development goals to sustainable development goals. *The Lancet*, *379*(9832), 2206-2211.

Le Blanc, D. (2015). Towards integration at last? The sustainable development goals as a network of targets. *Sustainable Development*, *23*(3), 176-187.

Hák, T., Janoušková, S., & Moldan, B. (2016). Sustainable Development Goals: A need for relevant indicators. *Ecological indicators*, *60*, 565-573.

Notes: After the first half of class dedicated to addressing the SDGs topic, students have about 13-15 minutes to present the IO of their choice. The instructor will provide additional information if needed and will facilitate a Q&A session.

Assignments: Presentation Paper (for In-class Presentations on 1 October 2021) due on 27 September 2021.

Week 7 • Monday, 4 October 2021

Topic: **The International Monetary Fund (IMF) and the World Bank (WB) + In-class presentations II**

Readings: Textbook, Chapter 6 "The International Monetary Fund and the World Bank"

Notes: Students have about 13-15 minutes to present the IO of their choice. The instructor will provide additional information if needed and will facilitate a Q&A session.

Assignments: Bi-weekly Quiz 3 is due on 8 October 2021.

Week 8 • Monday, 11 October 2021

Topic: **The United Nations Refugee Agency (UNHCR) and the International Organization for Migration (IOM) + Case Study: The Migration Crisis in the Mediterranean**

Readings: Textbook, Chapter 8 "Refugees and International Migration: UNHCR, the IOM, and the 1951 Convention"

Hammond, T. G. (2015). The Mediterranean migration crisis. *Foreign Policy Journal*, *19*(5), 1-12.

Week 9 • Monday, 18 October 2021

Topic: **The International Court of Justice (ICJ) and the International Criminal Court (ICC) + Case Study: The Responsibility to Protect (RtoP)**

Readings: Textbook, Chapter 9 "The International Court of Justice" & Chapter 10 "The International Criminal Court"

United Nations General Assembly. (2009). The Responsibility to Protect (A/RES/63/308).

Evans, G., & Sahnoun, M. (2002). The responsibility to protect. *Foreign affairs*, 99-110.

Notes: If you want to learn more about the RtoP, the Global Centre for the Responsibility to Protect has several resources on their website: https://www.globalr2p.org

Assignments: Bi-weekly Quiz 4 due on 22 October 2021.

Week 10 • Monday, 25 October 2021

Topic: **Regional Organizations + Case Study: The EU Response to the Arrest of Roman Protasevich in Belarus**

Readings: Textbook, Chapter 11 "The European Union and Regional Organizations"

Euronews. (2021, June 4). *Belarusian airlines banned from flying over EU or using its airports*. Euronews. https://www.euronews.com/2021/06/04/brussels-bans-belarusian-airlines-from-flying-over-eu-s-airspace.

Euronews. (2021, June 8). *Belarus sanctions likely to be approved later this month, says EU*. Euronews. https://www.euronews.com/2021/06/08/belarus-sanctions-likely-to-be-approved-later-this-month-says-borrell.

Ives, M. (2021, May 29). *U.S. to Reimpose Sanctions on Belarus Over Forced Plane Landing*. The New York Times. https://www.nytimes.com/2021/05/29/world/belarus-plane-sanctions.html?searchResultPosition=1.

Lister, T. (2021, May 24). *Roman Protasevich: The young dissident who Belarus diverted a Ryanair flight to arrest*. CNN. https://www.cnn.com/2021/05/24/europe/roman-protasevich-belarus-profile-cmd-intl/index.html.

Robertson, K. (2021, June 9). *The head of the Committee to Protect Journalists offers a warning as he prepares to step down.* The New York Times. https://www.nytimes.com/2021/06/09/business/media/the-head-of-the-committee-to-protect-journalists-offers-a-warning-as-he-prepares-to-step-down.html?searchResultPosition=2.

Vigdor, N., & Nechepurenko, I. (2021, May 24). *Who Is Roman Protasevich, the Captive Journalist in Belarus?* The New York Times. https://www.nytimes.com/2021/05/23/world/europe/roman-protasevich.html?searchResultPosition=1.

Notes: Additional newspaper articles may be assigned as the situation about Roman Protasevich evolves; the instructor will communicate any additional articles to read two weeks before week 11's class. You can access The New York Times articles via the UCF Library by using your UCF Federated Identity. If you want to learn more about the Committee to Protect Journalists, please visit: https://cpj.org/it/

Assignments: The Position Paper for the Crisis Simulation on 15 November 2021 is due on 1 November 2021.

Week 11 • Monday, 1 November 2021

Topic: **The North Atlantic Treaty Organization (NATO) + Case Study: The NATO Intervention in Kosovo**

Readings: Pease, K. K. S. (2018). *International Organizations: Perspectives on Global Governance (6th Edition)*. Routledge. Chapter 6 - NATO
As only one chapter of this textbook is used within this class, students are encouraged to plan for accessing it via the UCF Library's Course Reserves. Please find more information here: https://library.ucf.edu/find/course-materials/. If you have issues accessing the book, please notify the instructor in advance to make an arrangement.

Larsen, H.B.L. (2019). *NATO's Democratic Retrenchment: Hegemony After the Return of History (1st Edition).* Routledge. Part IV – Afghanistan.
You can access this book online via the UCF Library Open Athens' subscription here: https://go.openathens.net/redirector/ucf.edu?url=https://doi.org/10.4324/9780429505362

Wheeler, N. J. (2000). Reflections on the Legality and Legitimacy of NATO's intervention in Kosovo. *The International Journal of Human Rights*, *4*(3-4), 144-163.

Assignments: The Position Paper for the Crisis Simulation on 22 November 2021 is due on 8 November 2021. Bi-weekly Quiz 5 is due on 5 November 2021.

Week 12 • Monday, 8 November 2021

Topic: **International Organizations in Action: The World Health Organization (WHO) and the COVID-19 Pandemic**

Readings: Cueto, M., Brown, T. M., & Fee E. (2019). *The World Health Organization: A History* (**pp. 1-9, 34-61, 320-340**). Cambridge, United Kingdom: Cambridge University Press. Available at: https://ucf-flvc.primo.exlibrisgroup.com/discovery/fulldisplay?context=PC&vid=01FALSC_UCF:UCF&search_scope=MyInst_and_CI&tab=Everything&docid=cdi_proquest_ebookcentral_EBC5879512

Belligoni, S. (2021). Managing Global Infectious Disease Outbreaks. In *World Health Organization Background Guide* (**pp. 24–33**). National Model United Nations. Available at: https://www.nmun.org/assets/documents/conference-archives/new-york/2021/ny21-bgg-who.pdf

Notes: When preparing for class, make sure to only read the pages assigned of each of the above readings as they are not intended to be read entirely.

Assignments: Bi-weekly Quiz 6 is due on 12 November 2021. Please note that this quiz only covers the materials discussed during Week 12.

Week 13 • Monday, 15 November 2021

Topic: **Crisis Simulation I**

Notes: Students will engage in the crisis simulation. The instructor will serve as a moderator and facilitator.

Week 14 • Monday, 22 November 2021

Topic: **Crisis Simulation II**

Notes: Students will engage in the crisis simulation. The instructor will serve as a moderator and facilitator.

Week 15 • Monday, 29 November 2021

Topic: **This class will serve to prepare students for the final paper assignment, wrap up the semester, and leave time for Q&A**

Readings: Please review your class notes, textbook, and scholarly articles to engage in the discussion about the final paper assignment.

Notes: Students are encouraged to come to class with questions about the final paper and/or topics they want to review in preparation for that.

Assignments: Final Exam on 6 December 2021. Extra Credit Quiz due on 8 December 2021.

- **IMPORTANT NOTES**

  - Late submissions of assignments are not accepted (for exceptions see qualified absences below). All deadlines are announced far in advance (including in this syllabus). Please plan your schedule accordingly.
  - All assignments must be submitted as a Word document electronically via WebCourses.
  - When submitting an assignment via WebCourses, make sure to include your full name on top of the first page; also, do not forget to write your full name on the final exam sheet.
  - All work submitted in this course must be original work products. Recycling or reusing papers prepared for other courses, in whole or part, is not permitted.
  - Students are encouraged to turn off their mobile phones before the beginning of class. Laptops may be used for notetaking only.
  - Classes will start promptly as scheduled. If arriving late, please enter as discreetly as possible. Students who do so are marked as *Late* in WebCourses which may result in a lower attendance and participation grade. Please do not leave until class is dismissed.
  - The scholarly articles assigned for class are suggested to be read in the order in which they are listed in the weekly schedule.

- **ABSENCES & LATE PAPERS**

Absences from class that qualify to be excused with written documentation include illness, serious family emergencies, special curricular requirements (e.g., judging trips, field trips, professional conferences), or University-sponsored activities such as music performances, athletic competition, or debate. Please contact me if you are unsure whether something counts as such. For more information on authorized University events, see the UCF policy. Make-up assignments can be given in case of qualified absences with documentation.

- **MAKE-UP ASSIGNMENTS FOR AUTHORIZED UNIVERSITY EVENTS OR CO-CURRICULAR ACTIVITIES**

Students who represent the university in an authorized event or activity (for example, student-athletes) and who are unable to meet a course deadline due to a conflict with that event must provide the instructor with documentation in advance to arrange a make-up. No penalty will be applied. For more information, see the UCF policy at https://policies.ucf.edu/documents/4-401.pdf.

- **CLASS DISCUSSION POLICY**

This class is a forum for personal growth, curious discussion, and lively intellectual debate. The spirit of discussion must remain open, honest, and respectful even when we disagree. We will always be polite with each other and recognize that even those with whom we disagree have something to contribute to the conversation.

- **EMAIL POLICY**

The typical work hours of the instructor are Monday through Friday, 9 AM – 5 PM. During these regular workdays, the instructor will respond to emails and messages sent via WebCourses within 24 hours but typically does not respond after 5 PM or on weekends. To facilitate conducting business via WebCourses, please be sure to write your messages professionally and include all relevant information.

- **ACADEMIC INTEGRITY, PLAGIARISM & CHEATING**

According to Section 1, "Academic Misconduct," students are prohibited from engaging in:

- Unauthorized assistance: Using or attempting to use unauthorized materials, information or study aids, in any academic exercise unless specifically authorized by the instructor of record. The unauthorized possession of examination or course-related material also constitutes cheating.
- Communication to another through written, visual, electronic, or oral means: The presentation of material that has not been studied or learned, but rather was obtained through someone else's efforts and used as part of an examination, course assignment, or project.
- Commercial Use of Academic Material: Selling of course material to another person, student, and/or uploading course material to a third-party vendor without authorization or the express written permission of the university and the instructor. Course materials include but are not limited to class notes, Instructor's PowerPoints, course syllabi, tests, quizzes, labs, instruction sheets, homework, study guides, handouts, etc.
- Falsifying or misrepresenting the student's academic work.
- Plagiarism: Using or appropriating another's work without any indication of the source, thereby attempting to convey the impression that such work is the student's own.
- Multiple Submissions: Submitting the same academic work for credit more than once without the express written permission of the instructor.
- Helping another violate academic behavior standards. Students should also familiarize themselves with the procedures for academic misconduct in UCF's student handbook, The Golden Rule. UCF instructors have a responsibility for students' education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to academic misconduct. Penalties can include a failing grade in an assignment or the course, suspension or expulsion from the university, and/or a "Z Designation" on a student's official transcript indicating academic dishonesty, where the final grade for this course will be preceded by the letter Z.

- **TITLE IX - NO DISCRIMINATION POLICY**

Title IX is a federal law that prohibits discrimination based on the sex (gender) of Employees and students of educational institutions that receive federal financial assistance. Title IX's prohibition of sex discrimination includes the prohibition of sexual harassment and sexual violence. UCF does not tolerate sex discrimination, sexual harassment, or sexual violence of any kind. This prohibition is further explained in the University's Prohibition of Discrimination, Harassment, and Related Interpersonal Violence. Any student, faculty, or staff member with questions or concerns about the applicable University policies or who believes that he or she has been the victim of sex discrimination, sexual harassment, or sexual violence is encouraged to contact the. University's Title IX Coordinator and visit the Let's Be Clear website.

- **RELIGIOUS OBSERVANCES**

Students must notify the instructor in advance if they intend to miss class for religious observance.

- **DEPLOYED ACTIVE-DUTY MILITARY STUDENTS**

Students who are deployed active-duty military and/or National Guard personnel and require accommodation should contact their instructors as soon as possible after the semester begins and/or after they receive notification of deployment to make related arrangements.

- **COURSE ACCESSIBILITY STATEMENT**

The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. Students with disabilities who need disability-related access in this course should contact the instructor as soon as possible. Students should also connect with Student Accessibility Services (SAS) at http://sas.sdes.ucf.edu/ (Ferrell Commons 185, sas@ucf.edu, phone 407-823-2371). Through Student Accessibility Services, a Course Accessibility Letter may be created and sent to professors, which informs instructors of potential access and accommodations that might be reasonable. Determining reasonable access and accommodations requires consideration of the course design, course learning objectives, and the individual academic and course barriers experienced by the student.

- **IN-CLASS RECORDING**

A state university student may, without prior notice, audio or video record a class lecture in which the student is enrolled for the following purposes:

- personal educational use of the student;
- in connection with a complaint to the university where the recording is made; or
- as evidence in, or in preparation for, a criminal or civil proceeding.

A class lecture recording may not be published without the consent of the instructor, except it may be shared with university officials or state and federal government officials in connection with a complaint to or against the university or used as evidence in a criminal or civil proceeding. Violation of this provision may subject the student to disciplinary action by the university and/or to a legal action by a person injured by the publication.

A class lecture is defined as a formal or methodical oral presentation as part of a university course intended to present information or teach enrolled students about a particular subject. A class lecture will occur most often in a course identified by the university as a lecture type course, whether online or in-person, as opposed to a lab course or a course section identified as a discussion section. Class lecture does not include lab sessions, student presentations (whether individually or as part of a group), class discussion (except when incidental to and incorporated within a class lecture), clinical presentations such as patient history, academic exercises involving student participation, test or examination administrations, field trips, and private conversations between students in the class or between a student and the instructor.

To publish means to share, transmit, circulate, distribute or otherwise provide access to the recording, regardless of format or medium, to another person, or persons, including but not limited to another student in the class. Additionally, a recording, or transcript of the recording, is published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited social media, book, magazine, newspaper, leaflet, picket signs, or any mode of print.

- **CAMPUS SAFETY**

Emergencies on campus are rare, but if one should arise during class, everyone needs to work together. Students should be aware of their surroundings and familiar with some basic safety and security concepts.

- In case of an emergency, dial 911 for assistance.
- Every UCF classroom contains an emergency procedure guide posted on a wall near the door. Students should make a note of the guide's physical location and review the online version at http://emergency.ucf.edu/emergency_guide.html.
- Students should know the evacuation routes from each of their classrooms and have a plan for finding safety in case of an emergency.
- If there is a medical emergency during class, students may need to access a first-aid kit or AED (Automated External Defibrillator). To learn where those are located, see https://ehs.ucf.edu/automated-external-defibrillator-aed-locations.
- To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to https://my.ucf.edu and logging in. Click on "Student Self Service" located on the left side of the screen in the toolbar, scroll down to the blue "Personal Information" heading on the Student Center screen, click on "UCF Alert", fill out the information, including e-mail address, cell phone number, and cell phone provider, click "Apply" to save the changes, and then click "OK."
- Students with special needs related to emergency situations should speak with their instructors outside of class.
- To learn about how to manage an active-shooter situation on campus or elsewhere, consider viewing this video (https://youtu.be/NIKYajEx4pk).

- **COVID-19 PANDEMIC**

Make sure to check frequently the UCF page dedicated to the COVID-19 pandemic, as it is an evolving situation. On the dedicated page, you can find information and updates about University's policies, testing, and vaccination resources. The website is available here: https://www.ucf.edu/coronavirus/.

UCF expects that all members of our campus community who are able to do so get vaccinated, and we expect all members of our campus community to wear masks indoors, in line with the latest CDC guidelines. Masks are required in approved clinical or health care settings.

Students who believe they may have been exposed to COVID-19 or who test positive must contact UCF Student Health Services (407-823-2509) so proper contact tracing procedures can take place. Students should not come to campus if they are ill, are experiencing any symptoms of COVID-19 or have tested positive for COVID-19.

Students should contact the instructor as soon as possible if they miss class for any illness to discuss reasonable adjustments that might need to be made. When possible, students should contact the instructor before missing class.