



Syllabus Attachment

Fall 2020

IMPORTANT DATES

Residence Halls Open	08/23/2020
Classes Begin	08/24/2020
Drop/Add Period	08/24–08/28/2020
Overload Fall 2020 Registration Forms Due	08/28/2020
Election Day	11/03/2020
Final Exams	11/30–12/4/2020

HOLIDAYS

Labor Day Holiday (Observed) 09/07/2020
 Thanksgiving Recess 11/25–11/27/2020
 Christmas Break 12/07/2020 -01/03/2021

ACADEMIC HONOR CODE

Saint Mary's College expects every member of its community to abide by the Academic Honor Code. According to the Code, "Academic dishonesty is a serious violation of College policy because, among other things, it undermines the bonds of trust and honesty between members of the community." Violations of the Code include but are not limited to acts of plagiarism. For more information, please consult the [Student Handbook](#) for traditional undergraduate students or [graduate and professional students](#). If a reasonable suspicion arises that you have violated academic honor code, you will be referred to the Academic Honor Council for further review and or necessary sanctions.

EXPECTED STUDENT CONDUCT

Saint Mary's College is dedicated not only to the advancement of knowledge and learning but is concerned with the development of responsible personal and social conduct. By enrolling at Saint Mary's College, a student assumes the responsibility for becoming familiar with and abiding by the Student Handbook. The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited, unlawful, or disrespectful acts that result in disruption of a class may be directed by the faculty to leave the class. Violation of any classroom or College rules may result in disciplinary actions as specified within the Student Handbook and in consultation with the Office of Community Life in the Dean of Students Office.

TITLE IX REPORTING

Saint Mary's College is committed to providing a safe learning environment for all students that is free of all forms of discrimination and sexual harassment, including sexual assault, dating violence, and stalking. Saint Mary's College employees are required by the College to report to a Title IX Officer if they observe, encounter or learn of conduct that may be subject to the Title IX Policy. Our goal is to make sure you are aware of the range of options available to you and have access to the resources you need: (* confidential resource).

- CARE Hotline - available 24/7 (925-878-9207)
- *Clergy in confessional, 925-631-4366
- Community Life (Ferroggiaro Hall, Suite 200, 925-631-4238)
- *Counseling and Psychological Services (Augustine Hall Ground Floor, 925-631-4364)
- *Director of CARE (Sexual Assault and Violence Prevention) (Augustine Hall, Ground Floor, 925-631-4192)
- [Title IX website](#)

STUDENT DISABILITY SERVICES (SDS)

The College strives to make all learning experiences as accessible as possible. Students who anticipate or experience academic barriers based on a disability are encouraged to contact [Student Disability Services \(SDS\)](#), a department of the [Student Success Office](#), to set up a confidential appointment to discuss available services and options. The Student Disability Services office can be reached by emailing sds@stmarys-ca.edu; calling 925-631-4358; or visiting the office located in Filippi Academic Hall FAH190. [ADA Universal Access](#), reasonable and appropriate accommodations that take into account the context of the course and its essential elements, for individuals with qualifying disabilities, are extended through the office of Student Disability Services.

STUDENT TECHNICAL ASSISTANCE

ITS Services is staffed to help with IT-related questions and concerns. Their mission is to get you the support you need as quickly as possible.

- [Service Desk and Tech Bar location and service hours](#)
- [New Student Guide to Technology at SMC](#)
- [Student Service Portal](#)

LIBRARY ASSISTANCE

Searching for a book, article, or data to inform your argument? Not sure how to cite a source in your bibliography? Ask a librarian! Research help is available:

- call 925-631-4624
- text 925-291-9699
- chat on the Library website
- make a Zoom appointment on the Library website

Check the [Library's Ask Us page](#) for details.

CWAC

[Center for Writing Across the Curriculum](#) (CWAC) offers live video conferencing via Zoom, Skype, Google Hangouts, or FaceTime, or audio only, via phone & document sharing. Hours are 4-8p.m. Sunday; 9am-8pm Monday, Tuesday, Wednesday & Thursday; and 9am-4pm Friday. There are two main services for students – of all disciplines and levels:

Writing Circles: During weekly, small-group workshops, students discuss their writing projects for their fall courses. To [join a Circle](#), students register before or during the first week of the semester.

One-to-one sessions: To schedule a session with a Writing Adviser, email cwac@stmarys-ca.edu or use this [CWAC Session Scheduling Form](#)

TUTORING

Tutoring is offered for a majority of courses at Saint Mary's College, through the [Center for Writing Across the Curriculum](#), [Science, Technology, Engineering, and Math Center](#), [Tutorial & Academic Skills Center](#), and [TutorMe](#) (24/7 online tutoring). Tutoring is conducted in both a one on one and group setting by peers and is intended to supplement, not replace, coursework and assignments being reviewed in class. Information about each of these tutoring centers can be found at the hyperlinks above.

STUDENT SUCCESS COACHING

The [Student Success Office](#) and its departments provide students with connections, opportunities and initiatives that foster: holistic learning and education; academic, personal and professional development and excellence; degree achievement; and positive post-graduate outcomes from a developmental and strengths-based perspective. In addition to an academic advisor (faculty), each student has a designated success coach (staff) from [Student Engagement and Academic Success](#) (SEAS) or the [High Potential Program](#) (HP), who supports a student holistically to build on their strengths, identifies resources to develop their skills, and ensures they achieve developmental milestones throughout college. Find your [success coach](#) or call (925) 631-4800 for an appointment.

COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)

[Counseling and Psychological Services](#) (CAPS) supports the emotional well-being of the student body and is committed to a respectful understanding and honoring of the social, emotional, and cultural contexts of each student. CAPS provides time-limited individual and group therapy, emergency and crisis intervention, and prevention-oriented outreach to students at no additional charge. More information can be found on our [webpage](#), or by calling x4364. To make a confidential appointment, please stop by our office on the ground floor of Augustine Hall.

STEM CENTER

Saint Mary's has a new [STEM Center](#) on the second floor of Assumption Hall for students studying Science, Technology, Engineering, and Mathematics. The STEM Center will provide several useful services, including: Math and Chemistry tutoring: Monday-Thursday 12-9 PM; Sunday 6-9 PM; "Pathways to Science" speaker series featuring world-class scientists; Social events with free food; and Study space and computer workstations.

If you have any questions, please contact Dr. Roy Wensley (Dean, School of Science) at rwensley@stmarys-ca.edu.

THE INTERCULTURAL CENTER (IC)

[Intercultural Center](#) strives to create a safe and supportive learning environment that values diversity and builds an inclusive community. Through its co-curricular programs and services, the IC educates the campus for cultural competence and social justice.