**COURSE OBJECTIVES**

You will study various topics related to the ethical and social impact of computing technology and the responsibilities that engineers and computer scientists have in shaping this technology and its applications. More specifically, you will explore contemporary issues such as privacy, freedom of speech, intellectual property, crime, safety, human needs, and career planning. You will enhance your written and oral communications skills by completing assignments on these and other issues.

**STUDENT LEARNING OUTCOMES** – By the end of the course, you will have demonstrated the following.

1. Knowledge of the principles of ethics and professional ethics and how they guide the practice of computer engineering, computer science, and software engineering.
2. Understanding of social and career issues that stem from applications of computing technology.
3. Ability to write and speak informatively on these issues.

**Instructor:**  Ronald Cross

E-Mail: recross@uta.edu

Phone: (817) 272-1728

Office Location: ERB 549

Office Hours: Monday, Wednesday and Friday 11:00 to 12:00 noon or by Appointment

TA: TBD

Email: TBD

**Course Time & Location:**

Section 001: 2:00 - 2:50pm, M-W-F; Geoscience Building, GS104

Section 002: 1:00 - 1:50pm, M-W-F; Geoscience Building, GS104

**PREREQUISITES** – COMS 2302

**TEXTBOOK** –Sara Baase, *A Gift of Fire, 4th Edition*, Prentice Hall, 2013.

**SUPPLEMENTAL READING** (on 3-hour reserve in the S&E Library)

Professional Practices in Computer Science, Vols 1, 2, and 3, Pearson Learning Solutions, 2010.

**HANDOUTS** – will be placed on *Blackboard***,** <https://elearn.uta.edu>

**GRADING**

A: 100-90, B: 89-80, C: 79-70, D: 69-60, F: 59-0 with points computed as follows.

Total Points System will be used where exams will be weighted more than individual assignments. Students not completing one or more of these requirements may receive an Incomplete grade (I) in the course. Your point total will be reduced for more than two unexcused absences as described below in the attendance policy. Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels; see “Student Support Services,” below.

**EXAMINATIONS**

There will be four exams including an optional comprehensive final examination. See the lecture schedule for the dates. Examinations will be closed book and closed notes. Any class discussions, guest speaker presentation, and handouts in class or on the blackboard are testable content of this class. Please note the Final Comprehensive Exam percentage may be substituted for any previously missed exam. Only three exams will be included in the final grade calculations.

**ASSIGNMENTS**

Assignments will be scheduled throughout the semester and will generally have research, writing, and/or oral presentation components.

**POP QUIZZES**

Pop quizzes may be given at various times during the semester to gauge your understanding of the lecture and reading materials.

**ACTIVE LEARNING**

Active learning exercises will be performed in class on a regular basis to help you better understand the topics being covered in the course. These exercises will typically be done in small groups. All students are expected to participate.

**GUEST SPEAKERS**

Several speakers from industry and/or government agencies will be scheduled throughout the semester. Please see the lecture schedule for details. Guest Speaker’s Reports (GSR) will be turned in for grading. Please note that if you miss the Guest Speaker’s Presentation you will not be able to turn in a GSR. All reports are due at the beginning of the next class.

**POLICIES**

1. **Academic Integrity –** Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code.

*I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

UT Arlington faculty members may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents’ Rule* 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University.

1. **Attendance –** You are expected to attend class and attendance will be checked on a regular basis. You are allowed two unexcused absences without penalty. Missing a guest lecture will count as two absences. Each unexcused absence after the first two will result in a five point reduction in your point total before your course letter grade is assigned. The TA will take role each class period and provide a summary of attendance periodically to the professor.
   * Also with regards to attendance, you are still responsible for all class material and discussions held during class.
   * If it is not possible for you to attend class stay current on what is due and when by having a classmate take notes for you. Check the Blackboard frequently (several times per week).
   * If you miss a class with a quiz or homework assignment due please be advised there is no make up for any missed work (see also section 7 below for exceptions).
2. **Class BlackBoard** – You are responsible for checking the class’s blackboard several times during the week (once per day is recommended). I do make announcements from time to time and also post material to the blackboard that is relevant to the class. Please note I may make changes to the class schedule based upon the progress of the class and available of speakers. Although the class schedule is posted, changes may be made in class so make sure you are speaking to a classmate should you miss class.
3. **Accommodations –** Should you require accommodation based on disability, please see me in the privacy of my office as soon as possible but no later than January 26, 2016 to make appropriate arrangements. You must bring supporting documentation to the meeting.
4. **Electronic communication –** The University of Texas at Arlington has adopted the University “MavMail” address as the sole official means of communication with students. MavMail is used to remind students of important deadlines, advertise events and activities, and permit the University to conduct official transactions exclusively by electronic means. For example, important information concerning registration, financial aid, payment of bills, and graduation are now sent to students through the MavMail system. All students are assigned a MavMail account. Students are responsible for checking their MavMail regularly. Information about activating and using MavMail is available at <http://www.uta.edu/oit/email/>.
   * Please make sure you include in the Subject of the email the class number and section. I will not answer emails that do not have this in the subject line.
   * Always include your student identification number in any communication. This allows me to quickly locate your files.
5. **Grade appeals** – Should you have a concern about the grade you received on an assignment or exam, you may submit a re-grading request to the instructor in writing within two class days from the day theassignment or exam was returned. Appeal of the final course grade should follow the established UT Arlington policy which begins with a written appeal to the course

instructor of record. You can learn more about grade appeals and other academic regulations at <http://wweb.uta.edu/catalog/content/general/academic_regulations.aspx#17>.

1. **Drop Policy:** Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://wweb.uta.edu/aao/fao/>).
2. **Make-up work –** Late homework will not be accepted and cannot be made up. Make up of missed examinations and assignments will be handled case-by-case and will only be approved if sufficient justification can be made with documentation provided. Requests for make-up must be made to the instructor within one week of the missed work’s due date.
3. **Preparation for class –** You are expected to read the appropriate sections of the textbook and supplemental material prior to each class and/or lab session. It is recommended that you dedicate 3 hours of study and preparation time for this class for each class credit hour. Since this is a 3 credit class this means at least 9 hours per week should be dedicated to this class outside the class room.
4. **Student feedback –** You will be asked to complete an online Student Feedback Survey (SFS) about the course and how it was taught. Instructions on how to access the SFS system will be sent to you through MavMail approximately ten days before the end of the term. UT Arlington’s efforts to solicit, gather, tabulate, and publish student feedback data is required by state law; your participation in the SFS program is voluntary.
5. **Student support services –** UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their studies. These resources include tutoring, personal counseling, and federally funded programs. For individualized referrals to resources, students may contact the Maverick Resource Hotline at 817-272-6107 or visit

[www.uta.edu/resources](http://www.uta.edu/resources) for more information. Engineering Student Services, 242 Nedderman Hall, is another resource for guidance on academic and career questions.

1. **Cell phones and wireless devices** – The use of cell phones during class times is ***not allowed*** except for in case of emergencies; place all phones in silent mode. The use of tablets or laptops to view course materials is permitted.
2. **Disability Accommodations:** UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including The Americans with Disabilities Act (ADA), The Americans with Disabilities Amendments Act (ADAAA), and Section 504 of the Rehabilitation Act. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the Office for Students with Disabilities (OSD). Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

**The Office for Students with Disabilities, (OSD)** [www.uta.edu/disability](http://www.uta.edu/disability) or calling 817-272-3364.

**Counseling and Psychological Services, (CAPS)** [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671.

Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability) or by calling the Office for Students with Disabilities at (817) 272-3364.

1. **Title IX** – The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit[*uta.edu/eos*](http://www.uta.edu/hr/eos/index.php)*.* For information regarding Title IX, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX)
2. **Emergency Exit Procedures** – Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.
3. **Assignments** – All assignments must have the Student’s full name, ID #, Date and Name of the assignment on 4 lines in the upper left hand corner. This is required for all homework that does not have an official title page. Two points will be counted off if you do not do this on the assignment. Example:

Ronald E. Cross

ID # 123456789

1/26/2015

HmWK Assignment #1

1. **Verbal and Written Communication** – One of the many purposes of this class is to prepare you for a career as a professional engineer working in a corporate environment. You will come to know that as such you represent not only yourself but the corporation for which you work. It is of significant importance that you communicate well verbally and in written forms. Your career success may very well depend on these and other “soft-skill” areas. We will address both of these in class, but please know with the tools available to the student today poorly thought out and written assignments not representative of this level of academic achievement will be graded as such.
2. **Student Feedback Survey:** At the end of each term, students enrolled in classes categorized as “lecture,” “seminar,” or “laboratory” shall be directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.
3. **Final Review Week:** A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week unless specified in the class syllabus. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.