

**GEOL 1302 Lab Syllabus
Course Information for All Sections
Spring 2018**

Coordinator Contact Information

Name: Cornelia Winguth, Ph.D.
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Office Telephone: 817-272-0366
Email: cwinguth@uta.edu
Faculty Profile: <https://mentis.uta.edu/explore/profile/cornelia-winguth>

Graduate Teaching Assistants Contact Information

GTAs can be contacted by the departmental phone: 817-272-2987

GTA Name	GTA Email	Office GS	Office Hours		Sections Taught
			Day	Time	
Nguyen Cao	ncao@uta.edu				
Puloma Chakrabarty	puloma.chakrabarty@mavs.uta.edu				
Upasana Dhar	upasana.dhar@mavs.uta.edu				
Mitali Gautam	mitali.gautam@mavs.uta.edu				
Rene St Julien	rene.stjulien@mavs.uta.edu				
Jiayi Wang	jiayi.wang@mavs.uta.edu				

For issues that cannot be resolved by the GTA, contact the Coordinator.

Time and Place of Class Meeting

Section	Day	Time	Room
011	Monday	12:00 – 1:20pm	GS 246
012	Tuesday	2:00 – 3:20pm	GS 246
013	Wednesday	12:30 – 1:50pm	GS 246
014	Thursday	11:00am – 12:20pm	GS 233
015	Monday	1:30 – 2:50pm	GS 246
016	Tuesday	12:30 – 1:50pm	GS 246
018	Friday	11:00am – 12:20pm	GS 246
019	Thursday	6:30 – 7:50 pm	GS 246
020	Wednesday	2:00 – 3:20pm	GS 246
021	Tuesday	4:00– 5:20pm	GS 246

Lab Goals

To learn selected topics of Earth History by collecting and analyzing data and information. Most of these topics will supplement material from the lecture portion of the course.

Lab Safety Training

Students registered for this course must complete all required lab safety training prior to entering the lab and undertaking any activities. Once completed, Lab Safety Training is valid for the remainder of the same academic year (i.e., Fall through Summer II) and must be completed anew in subsequent years. There are no exceptions to this University policy. **Failure to complete the required training will preclude participation in any lab activities, including those for which a grade is assigned.** In Blackboard, click on “Lab Safety Training” under “My Blackboard”. Click “Welcome” from the left pane to start and follow the instructions. Send your certificate of completion to your lab GTA. Please note that Firefox is the recommended browser for the training.

Due Dates

Labs are due one week from the day the lab is assigned, at the beginning of your scheduled lab time. The due date for the last lab of the semester will be set by your lab instructor. 20% will be taken off for each day the lab is late. If the lab is more than 5 days late, a zero is recorded.

Lab Material

Students are responsible for downloading and printing the labs from Blackboard before coming to class, if they don't use a laptop to access them during class. Labs will have to be submitted in printed form to the GTA.

Group Project

A mandatory group project over three weeks is part of the lab. Groups will be arranged by the lab instructors and are expected to collaborate, submit a report, and present their work in class. More information is available on Blackboard.

Extra Credit: “Personal Field Trip”

A visit to the Perot Museum in Dallas counts as extra credit, if a report is submitted by the end of the semester, following the guidelines provided on Blackboard.

Grading

The lab counts as 25% of the total course grade. Your lecture instructor will average your weighted lab score with the lecture assessments. The lab portion has a maximum of 100 points distributed as follows:

- Labs 1 through 9: 72 points. Each lab will receive a maximum of 8 points (partial credit given).
 - Group Project: 28 points.
 - Visit of Perot Museum (optional): 20 points (extra credit). These points will only be given if the group project has been completed
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Attendance

Attendance is required in order to complete the hands-on work. If one week you are not able to come to your regularly scheduled lab, please attend a different lab section and let both your lab instructor as well as the other lab instructor know about that. The due date for your lab doesn't change.

Drop Policy

GEOL 1302 consists of a lecture portion and a lab portion. To drop the lab, you must drop the whole course. 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/>).

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). Only those students who have officially documented a need for an accommodation will have their request honored. 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 or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability.

Counseling and Psychological Services, (CAPS) www.uta.edu/caps/ or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

Non-Discrimination Policy

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.

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 in their courses by 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. Additional information is available at <https://www.uta.edu/conduct/>.

Title IX Policy

The University of Texas at Arlington ("University") is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. *For information regarding Title IX, visit www.uta.edu/titleIX or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.*

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 courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at www.uta.edu/resources.

Electronic Communication

UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>. Please also check announcements on Blackboard regularly.

Student Feedback Survey

At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory 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 directly to students through MavMail approximately 10 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; student participation in the SFS program is voluntary.

Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

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. Leave through the main class door and follow the stairs down to the entrances of the Geoscience Building. 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 handicapped individuals.

<p>Emergency Phone Numbers: In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911. Non-emergency number 817-272-3381</p>
