



SYLLABUS

ECON 2302: Principles of Microeconomics

Spring 2024

General Course Information

| Information Item | Information |
|--------------------------------|--|
| Instructor: | G. Solomon Osho, PhD. |
| Section and CRN: | Section P01 and CRN: 23117 |
| Office Location: | Agriculture and Business Bldg. RM 355 |
| Office Phone: | (936) 261 9207 |
| Email Address: | gsosho@pvamu.edu |
| Office Hours: | TR 11:00 am – 12:35 pm TR 2:00 pm – 5:00 pm F 8:00 am – 11:00 am, and by appointment If you need to make an appointment to see me outside of my scheduled office hours, please send me an e-mail giving me appropriate lead time to respond and arrange a time to meet with you. Please let me know before or after class if you wish see me during my regularly scheduled office hours. Your PVAMU e-mail account is the official medium of communication. |
| Mode of Instruction: | Lecture |
| Course Location: | Agri and Business Bldg 111 |
| Class Days & Times: | TR 8:00 am - 9:20 am |
| Catalog Description: | An introduction to the principles of microeconomics, which include supply and demand analysis, market equilibrium, production costs faced by firms, the production process, as well as the analysis of market structures, such as perfect competition and the monopoly firm. |
| Prerequisites: | Pass all sections of THEA |
| Co-requisites: | None |
| Required Texts: | Microeconomics, Brief Edition, McConnell, Brue and Flynn, e/2, McGraw- Hill Irwin, 2013 ISBN: 978-0-07-741620-1 MHID: 0-07-741620-1 It is imperative that you purchase your text as soon as possible. You will be expected to read the material in the text before the material is presented in class. Furthermore, a percentage of the exam questions you will encounter may come from assigned reading in the text that will NOT be presented in class. If you feel you might benefit from additional materials, such as study guides from other authors, please make an appointment to meet with me. The COB Writing Lab' also has a variety of microeconomic texts and supplements available for your use. I will be happy to take a look at the Center's materials to determine their usefulness, if you wish. |
| Recommended Texts: | NA |

Student Learning Outcomes:

The goal of this course is to expose the student to various critical, ethical, global, political, social, legal/regulatory, environmental, technological, etc. which should enable the student to understand the important contemporary microeconomic policy.

| | Upon successful completion of this course, students will be able to: | Program Learning Outcome # Alignment | Core Curriculum Outcome Alignment |
|---|--|--------------------------------------|-----------------------------------|
| 1 | Think creatively and innovatively evaluate and synthesize information: <ul style="list-style-type: none"> - Recognize the scope and nature of economics, and understand the difference between micro and macroeconomics. - Understand the laws of demand and supply, the factors that affect demand and supply, and the dynamics of market equilibrium - Understand the characteristics and behavior of firms in perfect competition, monopolistic competition, monopoly and oligopoly - Understand the profit maximizing condition in the short run and long-run equilibrium - Recognize the virtues of perfect competition and shortcomings of imperfect competition - Understand externalities and market failures | Mastery of Content, Communication | CT, PR |
| 2 | Communicate effectively by interpreting and expressing ideas through written and visual communication: <ul style="list-style-type: none"> - Applying the tools of microeconomics to the analysis real-life situations | Communication | COM, EQS |
| 3 | Improve empirical and quantitative skills: <ul style="list-style-type: none"> - manipulation and analysis of numerical data into informed conclusion - Compute various measures of price elasticity - Understand the difference between accounting and economic profit - Compute production and cost concepts (marginal product, average cost, etc.) | Mastery of Content, Communication | CT, EQS |
| 4 | Understand social responsibilities: <ul style="list-style-type: none"> - Social cost of pollution and others. - Consequences of trade restrictions. | Global Perspective - Ethics | PR |

Major Course Requirements

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Exams – written tests designed to measure knowledge of presented course material (Non- collaborative)

Homework – written assignments designed to reinforce theories developed in class (Some will be team work). Late homework will not be accepted.

Quizzes - Will be taken after each chapter to reinforce key concepts of the chapter

Classwork – will be taken in class to ensure students understand quantitative aspects the chapters. Teamwork is encouraged during some classwork (I will inform the class)

Exercises – written assignments designed to supplement and reinforce course material (Some will be team assigned)

Personal Response Paper – “Taskstream” assignment – you are encouraged to start early.

Class Participation – daily attendance and participation in class discussions

Method of Determining Final Course Grade: Grading Matrix

| | Course Grade Requirement | Value | Total |
|---|----------------------------------|------------|------------|
| 1 | Attendance/participation (bonus) | 100 points | 100 |
| 2 | Homework Assignments | 10 x 10 | 100 |
| 3 | Exam 1 (50 minutes) | 100 points | 100 |
| 4 | Exam 2 (50 minutes) | 100 points | 100 |
| 5 | Exam 3 (50 minutes) | 100 points | 100 |
| 6 | Personal Response Paper | 100 points | 100 |
| 7 | Final Exam (2 hours) | 200 points | 200 |
| | Total: | | 800 |

Grading Criteria and Conversion

| Grade | Value | |
|-------|---------------------|-----------------|
| | Points | Percentages (%) |
| A | 716 – 800 | 90 – 100 |
| B | 636 – 715 | 80 – 89 |
| C | 556 – 635 | 70 - 79 |
| D | 476 – 555 | 60 - 69 |
| F | 475 points or below | 0 - 59 |

Detailed Description of Major

Assignments: Assignment Title or Grade Requirement

PERSONAL RESPONSE PAPER

A personal response paper is an academic step to learning to state your opinion and back it up with arguments. The paper is generally meant to provide me with a better understanding of how you personally feel about the "Principles of Microeconomics" as a subject. As such, when you write a personal response paper, you will discuss your personal thoughts and feelings on the topic(s) that have been covered. Your Personal Response Paper will consist of at least five concepts (principles) covered during the semester. Each concept/principle should be (minimum) one page or (maximum) two pages, typewritten, double-spaced, using good grammar and excellent written English. The paper must cover five topics. The paper must contain the following elements:

Taskstream

Taskstream is a tool that Prairie View A&M University uses for assessment purposes. At least one of your assignments is required to be submitted as an "artifact," an item of coursework that serves as evidence that course objectives are met. More information will be provided during the semester, but for general information, you can visit Taskstream via the link in eCourses.

Academic Dishonesty Warning

Students who are caught providing exam answers to another student, or looking at another student's exam, or copying answers from another person on an exam, or discussing an exam with another person (except for me) during the exam period, or receiving aid on the exam from any other person during the exam period, will be given an F grade for the semester and reported to the Management & Marketing Department Head for further actions.

Course Procedures

All exams will be given in class during the regularly scheduled class sessions. The time and date of the final exam will be announced as soon as the University has made that information available. Bring a simple

calculator to each exam. The use of programmable calculators and/or the calculator function on cellular phones is not permitted during exams. Please bring your student ID to each exam. You may be asked to show it before you turn in the exam. There will be no make-up exams. Exams will consist of both multiple-choice and essay questions. The multiple-choice questions will be similar to the online practice quizzes available at the following URL address:

http://highered.mcgraw-hill.com/sites/0077416406/student_view0/. It is highly recommended that you review these online practice quizzes on a regular basis.

All known conflicts should therefore be drawn to my attention immediately. Failure to take any exam at the scheduled time may result in a score of zero for that exam. If you have an approved (university accepted) excuse, your final exam score may replace the missed exam score. If you miss an exam and fail to present your excuse the very next time you attend class, your excuse will not be accepted and you will receive a zero. You may not leave the classroom during an exam! If you are tardy for an exam, you will not be seated for that exam if a student has completed the exam and has left the classroom, and you will receive a zero.

Rolls will be taken at the beginning of every class period. In general, excessive absences, excused or unexcused, will affect your grade. Absences are accumulated beginning with the first day you are officially registered in this class. Only unexcused absences will reduce your attendance (bonus) grade. Five (5) points will be deducted from the attendance points for every unexcused absence and three points for coming late or leaving the class before end of period. You must provide a University accepted excuse to have your absence excused. This written excuse must be presented on the very first day you return to class after an absence. Late excuses will not be accepted.

Attention: The classroom door will be closed and locked five minutes from the time class starts. There is five minutes "grace period." If you arrive after the classroom door is locked, you have missed your opportunity to attend the class, and you will lose four attendance points. Do not knock, pound, or kick the door, or in any way attempt to gain attention or entry into the classroom. You will not be admitted if you are late for the class. Regardless of attendance, it is ultimately your responsibility to be aware of all announcements made in class or posted on eCourse and materials discussed in class. You are responsible for getting notes covering missed material; I am NOT a source of notes. Furthermore, leaving class before class is dismissed is not acceptable. If you have a legitimate reason for leaving class early, please bring it to my attention prior to the start of that day's lecture.

If there should be extra-credit assignments during the course of the semester, they must be turned in at the beginning of class on the day they are due. If you are absent, you cannot make up extra-credit assignments. Turning in extra-credit assignments early is always acceptable. Your final class grade is your FINAL grade. I do not curve your final class grade. If your final class grade is 79.4%, you will receive a C for the semester. Do not waste your time or mine by asking me what you can do to make a better grade at the end of the term. I do not assign extra credit to individual students. However, if you suspect that I have made a clerical error in calculating and/or recording your final grade, please feel free to bring this to my attention as soon as possible and I will gladly recalculate your grade.

Exam Dates for Spring 2024

| | | |
|--------|----------|---------------------------|
| Exam 1 | Friday | Feb.2 |
| Exam 2 | Friday | March. 2 |
| Exam 3 | Thursday | April. 6 |
| Final | TBA | TBA (Final Exam Schedule) |

These exam dates are tentative and subject to change. Sufficient prior notice will be given for any changes to this exam schedule.

Additional Information

1. Cell phone use (including texting) is not permitted during the class period. You are not permitted to accept or make calls during class. You are not permitted to check your texts, send texts, and check voicemail, etc., during class. You will not be allowed to use cell phones during exams even as calculators. Please

turn off your cell phone as you enter the classroom. Do NOT text or make or answer calls while the class is in session.

2. Excessive chatting amongst students during lecture is disruptive to your fellow classmates who are here to learn and is not acceptable.
3. Children, other family members and/or friends are not permitted in the classroom.
4. Frequent late arrivals and early departures will not be tolerated.
5. Slamming the door behind you is strictly prohibited.
6. Please make a sincere effort to uphold the dignity of the classroom, the College, and the University

COB Vision Statement

To empower students from diverse backgrounds to become productive and ethical business professionals who are among the best in the world.

COB Mission Statement

To provide a diverse student body with an education that creates highly productive professionals who are ethical, entrepreneurial, and prepared to succeed in the global economy. The College achieves this through excellence in teaching, research and service, and engagement with the business community and other stakeholders. The student experience is distinguished by personal attention, teamwork, leadership training, and appreciation of the social responsibility of business.

Semester Calendar: Weekly Course Calendar and Learning Objectives (subject to change)

| Week | Topic | Core Learning Objective |
|------|--|---|
| 1 | Introduction and Syllabus Ch. 1 Limits, Alternatives, and Choices (part 1) | Critical Thinking |
| 2 | Ch. 1 Limits, Alternatives, and Choices (part 2) Appendix Ch. 1: Graphing After completing this chapter, students should be able to: - Explain key economic concepts, such as scarcity, opportunity cost, factors of production, macro vs. micro, etc. ❖ Calculate slope and interpret graphical | Critical Thinking, Empirical and Quantitative Skills |
| 3 | Ch. 2 The Market System and the Circular Flow (part 1) | Critical Thinking |
| 4 | Ch. 2 The Market System and the Circular Flow (part 2) After completing this chapter, students should be able to: ❖ Analyze the differences between capitalism and socialism. ❖ Explain different allocation systems and how the market allocation system works. Exam 1 Chapter 1, Appendix Ch. 1, Chapter 2 | Critical Thinking |
| 5 | Review of quizzes and homework for Exam 1 Ch. 3 Demand, Supply and Market Equilibrium (part 1) | Critical Thinking, Communication |
| 6 | Ch. 3 Demand, Supply and Market Equilibrium (part 1) After completing this chapter, students should be able to: ❖ Define demand, supply, law of demand, and law of supply -- Analyze the free market equilibrium price and quantity ❖ Work with supply and demand graphs to predict changes in market equilibriums. Ch. 4 Elasticity of Demand and Supply (part 1) | Critical Thinking, Communication |

| | | |
|----|---|---|
| 7 | <p>Ch. 4 Elasticity of Demand and Supply (part 2)</p> <p>After completing this chapter, students should be able to:</p> <ul style="list-style-type: none"> ❖ Compute various measures of price elasticity ❖ Understand the determinants of price elasticity of demand ❖ Understand the relationship between price elasticity of demand and total revenue. | Critical Thinking, Communication, Empirical and Quantitative Skills |
| 8 | <p>Ch. 5 Public Goods and Externalities</p> <p>After completing this chapter, students should be able to:</p> <ul style="list-style-type: none"> ❖ Understand market failures (externalities and the provision of public goods) and their remedies (i.e., pollution control) <p>Review of homework and quizzes for Exam 2</p> | Critical Thinking, Social Responsibility |
| 9 | <p>Exam 2: Chapters 3, 4 and 5</p> | |
| 10 | <p>Review Exam 2</p> <p>Ch. 6 Businesses and their Costs (part 1)</p> | Critical Thinking, Empirical and Quantitative |
| 11 | <p>Ch. 6 Businesses and their costs (part 2)</p> <p>After completing this chapter, students should be able to:</p> <ul style="list-style-type: none"> ❖ Understand the Law of Diminishing Marginal Returns ❖ Understand production concepts, such as total product, average product and marginal product ❖ Distinguish between accounting and economic profit | Critical Thinking, Empirical and Quantitative Skills |
| 12 | <p>Ch. 7 Pure Competition (part 2)</p> <p>After completing this chapter, students should be able to:</p> <ul style="list-style-type: none"> ❖ The names and main characteristics of the four basic market models ❖ The conditions required for purely competitive markets ❖ How purely competitive firms maximize profits or minimize losses ❖ Why the marginal-cost curve and supply curve of competitive firms are identical ❖ How industry entry and exit produce economic efficiency ❖ The difference between constant-cost, increasing- | Critical Thinking, |
| 13 | <p>Ch. 8 Pure Monopoly (part 2)</p> <p>After completing this chapter, students should be able to:</p> <ul style="list-style-type: none"> ❖ Understand the characteristics and behavior of monopoly firms ❖ Recognize the virtues of perfect competition and the shortcomings of imperfect competition <p>Review homework and quizzes for Exam 3</p> <p>Exam 3 Chapters 6, 7 and 8</p> | Critical Thinking |
| 14 | <p>Review Exam 3</p> <p>Ch. 9 Monopolistic Competition and Oligopoly</p> | Critical Thinking |

| | | |
|----|--|---|
| 15 | <p>Ch. 9 Monopolistic Competition and Oligopoly (part 3) After completing this chapter, students should be able to: ❖ Understand the characteristics and behavior of monopolistically competitive firms. ❖ Understand the characteristics and behavior of oligopoly firms.</p> <p>Ch. 12 International Trade and Exchange Rates After completing this chapter, students should be able to: Understand the arguments for and against free trade and trade restrictions</p> | <p>Critical Thinking, Social Responsibility</p> |
| 16 | <p>Course Review Comprehensive Final Exam (Please see final exam schedule Spring 2024)</p> | |

Missed midterm exam: Because excused absences sometimes occur, a student who misses 1 midterm exam will have the missed exam score replaced by the final exam percentage score. A student who misses a second and/or third midterm exam will receive a zero score for the exam(s). There are no exceptions to this rule.

Missed final exam: A student who misses the final exam will receive a zero score, except in extremely rare cases of documented dire personal need, in which case the student may qualify to receive an “incomplete” grade for the semester.

Lowest midterm exam score replaced by final exam percentage score: Because legitimate circumstances can result in a low midterm score for a student, each student who completes all three midterm exam during the semester will have the lowest midterm exam score replaced by the final exam percentage score (if the final exam percentage score is higher than the lowest midterm exam score).

Practice Problems: Periodically I will post a set of practice problems on eCourses. Though these problems do not directly provide course credit, they are very strongly recommended as practice for the exams. Each set of practice problems will have a due date. Students who submit the practice problems by the due date will receive answer keys. (Answer keys will not be provided to students who do not submit the practice problems or who submit them late.)

Practice Exams: I will post exams on eCourses prior to each “real” exam. These practice exams will help students prepare for the real exams (as part of a comprehensive study program that includes the textbook problems and practice problems—do not make the mistake of relying solely on the practice exams to study for the real exams). Answers to practice exams will be solved by students, with instructor help, during class review sessions.

Self-Discipline: It is important to adhere to the course schedule and not fall behind on reading or practice problems. You should devote 6-12 hours per week on this course, attending class, reading the assigned textbook chapters/handouts, doing practice problems, doing unassigned problems from the textbook for your own use, doing practice exams, and taking exams. If you fail to devote 6-12 hours per week on these things then you should not be surprised to receive a D or an F for your semester grade.

Need some help with studying and learning? Besides me, you can contact: Mrs. Carolyn S. Davis
936-261-9237
csdavis@pvamu.edu
Assistant Dean, Recruitment & Academic Enhancement
Academic Progress Monitoring & Academic Achievement Planning
Including but not limited to; Establishing a Study Schedule, Time Management, Goal Setting, Mentoring etc.

Student Support and Success

John B. Coleman Library

The library and its partners have as their mission to provide resources and instructional material in support of the evolving curriculum, as a partner in Prairie View A&M University's mission of teaching, research, and service and to support the University's core values of access and quality, diversity, leadership, relevance, and social responsibility through emphasis on ten key areas of service. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. Phone: 936-261-1500; Website: [J. B. Coleman Library](#).

Academic Advising Services

Academic Advising Services offers students a variety of services that contributes to student success and leads towards graduation. We assist students with understanding university policies and procedures that affect academic progress. We support the early alert program to help students get connected to success early in the semester. We help refer students to the appropriate academic support services when the student is unsure of the best resource for their needs. Some students are supported by faculty advisors in their respective colleges. Your faculty advisor can be identified in PantherTracks. Advisors with Academic Advising Services are available to all students. We are located across campus. You can find your advisor's location by academic major at the [Academic Advising Website](#), Phone: 936-261-5911.

The University Tutoring Center

The University Tutoring Center (UTC) offers free tutoring and academic support to all registered PVAMU students. The mission of the UTC is to help provide a solid academic foundation that enables students to become confident, capable, independent learners. Competent and caring staff and peer tutors guide students in identifying, acquiring, and enhancing the knowledge, skills, and attitudes needed to reach their desired goals. Tutoring and academic support is offered face-to-face in the [UTC, in virtual face-to-face sessions](#), and through [online sessions at PVPlace](#). Other support services available for students include Supplemental Instruction, Study Break, Academic Success Workshops, and Algebra Study Jam. Location: J. B. Coleman Library, Rm. 307; Phone: 936-261-1561; Email: pvtutoring@pvamu.edu; Website: [University Tutoring Center](#).

The Writing Center

The Writing Center provides well-trained peer tutors that assist students with writing assignments at any stage of the writing process. Tutors help students with various writing tasks from understanding assignments, brainstorming, drafting, revising, editing, researching, and integrating sources. Students have free access to Grammarly online writing assistance. Grammarly is an automated proofreading and plagiarism detection tool. Student must register for Grammarly by using their student email address. In addition, students have access to face-to-face as well as virtual tutoring services either asynchronously via email or synchronously via Zoom. Location: J. B. Coleman Library, Rm. 209; Phone: 936-261-3724; Website: [The Writing Center](#); [Grammarly Registration](#).

Academic Early Alert

Academic Early Alert is a proactive system of communication and collaboration between faculty, academic advisors, and PVAMU students that is designed to support student success by promptly identifying issues and allowing for intervention. Academic Early Alert helps students by providing a central location to schedule advising appointments, view advisor contact information, and request assistance. Students who recognize that they have a problem that is negatively affecting their academic performance or ability to continue school may self-refer an Academic Early Alert. To do so, students will log in to PVPlace and click on Academic Early Alert on the left sidebar. Phone: 936-261-5902; Website: [Academic Early Alert](#).

Student Counseling Services

The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and provides assistance to students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially.

and in accordance with Texas State Law. Location: Hobart Taylor, 2nd floor; Phone: 936-261-3564; Website: [Student Counseling Services](#).

Office of Testing Services

Testing Services serves to create opportunities by offering suite of exams that aid in the students' academic and professional success. Currently we administer entrance (HESI A2), college readiness (TSI assessment), Prior Learning (CLEP, DSST), and proctored exams. Location: Wilhelmina Delco, 3rd Floor, Rm. 305; Phone: 936-261-3627; Email: aetesting@pvamu.edu; Website: [Testing Services](#).

Office of Diagnostic Testing and Disability Services

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, contact the Office of Disability Services. As a federally-mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include: learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hardware and software, adapted furniture, proctoring of non-standardized test administrations, ASL interpreters, ALDs, digital recorders, livescribe, and a comprehensive referral network across campus and the broader community. Location: Hobart Taylor, Rm. 1D128; Phone: 936-261-3583; Website: [Disability Services](#).

Center for Instructional Innovation and Technology Services (CIITS)

Distance Learning, also referred to as Distance Education, is the employment of alternative instructional delivery methods to extend programs and services to persons unable to attend college in the traditional manner. The Center for Instructional Innovation and Technology Services (CIITS) supports student learning through online, hybrid, web-assisted and 2-way video course delivery. For more details and contact information, visit: [CIITS Student Webpage](#); Phone: 936-261-3283.

Veteran Affairs

Veteran Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall, Rm. 102; Phone: 936-261-3563; Website: [Veteran Affairs](#).

Office for Student Engagement

The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development and campus governance. Location: Memorial Student Center, Rm. 221; Phone: 936-261-1340; Website: [Office for Student Engagement](#).

Career Services

Career Services supports students through professional development, career readiness, and placement and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Anderson Hall, 2nd floor; Phone: 936-261-3570; Website: [Career Services](#).

University Rules and Procedures

Academic Misconduct (See Student Planner)

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Planner, especially the section on academic misconduct (see *University Administrative Guidelines on Academic Integrity*). Students who engage in academic misconduct are subject to university disciplinary procedures. As listed in the PVAMU Undergraduate Catalog, Graduate Catalog, and the Student Planner, the following are examples of prohibited conduct. This list is not designed to be all-inclusive or exhaustive. In addition to academic sanctions, any student found to have committed or to have attempted to commit the following academic misconduct may also be subject to disciplinary review and action as outlined in the PVAMU Student Planner.

Forms of Academic Dishonesty:

1. Cheating: Deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not learned, giving or receiving aid unauthorized by the instructor on assignments or examinations. Examples: unauthorized use of notes for a test; using a "cheat sheet" on a quiz or exam; any alteration made on a graded test or exam which is then resubmitted to the teacher.
2. Plagiarism: Careless or deliberate use of the work or the ideas of another; representation of another's work, words, ideas, or data as your own without permission or appropriate acknowledgment. Examples: copying another's paper or answers, failure to identify information or essays from the Internet and submitting or representing it as your own; submitting an assignment which has been partially or wholly done by another and claiming it as yours; not properly acknowledging a source which has been summarized or paraphrased in your work; failure to acknowledge the use of another's words with quotation marks.
3. Multiple Submission: Submission of work from one course to satisfy a requirement in another course without explicit permission. Example: using a paper prepared and graded for credit in one course to fulfill a requirement and receive credit in a different course.
4. Conspiracy: Agreeing with one or more persons to commit an act of academic/scholastic dishonesty.
5. Fabrication of Information/Forgery: Use or submission of contrived, invented, forged, or altered information in any assignment, laboratory exercise, or test; tampering with or production of a counterfeit document, particularly documents which make up the student's academic record. Examples: making up a source or citing nonexistent publication or article; representing made up data as real for an experiment in a science laboratory class; forging a change of grade or student withdrawal record; falsifying any document related to a student academic exercise.

Nonacademic Misconduct (See Student Planner)

The University respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, or (2) the ability of students to benefit from the instructional program, or (3) the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Office for Student Conduct under nonacademic procedures.

Sexual Misconduct

Sexual harassment of students and employees at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating the university's sexual harassment policy will be subject to disciplinary action. In accordance with the Texas A&M University System guidelines, your instructor is obligated to report to the Office of Title IX Compliance (titleixteam@pvamu.edu) any instance of sexual misconduct involving a student, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which the instructor becomes aware during this course through

writing, discussion, or personal disclosure. The faculty and staff of PVAMU actively strive to provide a learning, working, and living environment that promotes respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like assistance, or have questions, they may contact the Title IX Coordinator at 936-261-2144 or titleixteam@pvamu.edu. More information can be found at the [Title IX Webpage](#) including confidential resources available on campus.

Pregnancy, Pregnancy-related, and Parenting Accommodations

Title IX of the Education Amendments of 1972 prohibits sex discrimination, which includes discrimination based on pregnancy, marital status, or parental status. Students seeking accommodations related to pregnancy, pregnancy-related condition, or parenting (reasonably immediate postpartum period) are encouraged to contact Student Disability Services or the Dean of Students' Office for additional information and to request accommodations. More information can be found at this [webpage](#).

Non-Discrimination Statement

Prairie View A&M University does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity in its programs and activities. The University is committed to supporting students and complying with the Texas A&M University System non-discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of discrimination or harassment, we encourage you to report it. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Director of Equal Opportunity & Diversity has been designated to handle inquiries regarding the non-discrimination policies, and can be reached at Harrington Science Building, Suite 109 or by phone 936-261-1744 or 1792.

Class Attendance Policy (See Catalog for Full Attendance Policy)

Prairie View A&M University requires regular class attendance. Attending all classes supports full academic development of each learner whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or internet. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.

Student Academic Appeals Process

Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the University Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint. Students can file Academic Complaints and/or Grade Appeals at this [webpage](#).

Technical Considerations

Minimum Recommended Hardware and Software:

- Intel PC or Laptop with Windows 10 or later version; Mac with OS High Sierra*
- Smartphone or iPad/Tablet with Wi-Fi*
- High speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15" monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari or Firefox

*Smartphone, Google Chrome books and Android tablets may not be supported. iPads are the only tablets supported.

Note: Be sure to enable Java & pop-ups in the Web browser preferences

Participants should have a basic proficiency of the following computer skills:

- Sending and receiving emails
- A working knowledge of the Internet
- Microsoft Word (or a program convertible to Word)
- Acrobat PDF Reader
- Windows or Mac OS
- Video conferencing software

Netiquette (online etiquette)

Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussions boards. Foul or abusive language will not be tolerated. Do not use ALL CAPS for communicating to others AS IT CAN BE INTERPRETED AS YELLING. Avoid slang terms such as “wassup?” and texting abbreviations such as “u” instead of “you.” Limit and possibly avoid the use of emoticons. Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and the message might be taken seriously or sound offensive.

Video Conferencing Etiquette

When using Zoom, WebEx or other video conferencing tools, confirm the visible area is tidy, clear of background clutter, inappropriate or offensive posters, and other distractions. Ensure you dress appropriately and avoid using high traffic or noisy areas. Stay muted when you are not speaking and avoid eating/drinking during session. Before class session begins, test audio, video and lighting to alleviate technology issues.

Technical Support

Students should go to the [Password Reset Tool](#) if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Center for Instructional Innovation and Technology Services (CIITS) at 936-261-3283 or email ciits@pvamu.edu.

Communication Expectations and Standards

Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

Discussion Requirement

Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can take place in a seminar fashion. This will be accomplished by the use of the discussion board. The exact use of discussion will be determined by the instructor.

It is strongly suggested that students type their discussion postings in a word processing application such as Word and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, copy and paste to the discussion board.

COVID-19 Campus Safety Measures

To promote public safety and protect students, faculty, and staff during the COVID-19 pandemic, Prairie

View A&M University has adopted policies and practices for the Spring 2024 academic term to limit virus transmission. Students must observe the following practices while participating in face-to-face courses and course-related activities (office hours, help sessions, transitioning to and between classes, study spaces, academic services, etc.):

- **Self-monitoring** - Students should follow CDC recommendations for self-monitoring. Students who have a fever or exhibit symptoms of COVID-19 should participate in class remotely and should not participate in face-to-face instruction.
- **Face Coverings** - Face coverings (cloth face covering, surgical mask, etc.) must be properly worn in all non-private spaces including classrooms, teaching laboratories, common spaces such as lobbies and hallways, public study spaces, libraries, academic resource and support offices, and outdoor spaces where 6 feet of physical distancing is difficult to reliably maintain.
- **Physical Distancing** - Physical distancing must be maintained between students, instructors, and others in course and course-related activities.
- **Classroom Ingress/Egress** - Students must follow marked pathways for entering and exiting classrooms and other teaching spaces. Students should leave classrooms promptly after course activities have concluded, should not congregate in hallways and should maintain 6-foot physical distancing when waiting to enter classrooms and other instructional spaces.
- **Face-to-face Class** - To attend a face-to-face class, students must wear a face covering (or a face shield if they have an exemption letter). If a student refuses to wear a face covering, the instructor should ask the student to leave and join the class remotely. If the student does not leave the class, the faculty member should report that student to the Office for Student Conduct for adjudication. Additionally, the faculty member may choose to teach that day's class remotely for all students.
- **COVID-19 Guidelines for Student Conduct Adjudication** - The mandatory COVID-19 Training/Certification taken by all students serves as the 1st Warning for violation of COVID-19 Guidelines.
 - 1st incident: upon review of Incident Report and finding of responsibility — Conduct Probation
 - 2nd incident: upon review of Incident Report and finding of responsibility — Suspension
 - Consult the Code of Student Conduct in the Student Planner or [Student Conduct website](#) for additional information on Conduct Probation and Suspension.
- **Personal Illness and Quarantine** - Students required to quarantine must participate in courses and course-related activities remotely and must not attend face-to-face course activities. Students should notify their instructors of the quarantine requirement. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities. Students experiencing personal injury or illness that is too severe for the student to attend class qualify for an excused absence. To receive an excused absence, students must provide appropriate documentation to the Office for Student Conduct, studentconduct@pvamu.edu.

Spring 2024 Academic Calendar

The Prairie View A&M Academic Calendar is subject to change. Please check the Prairie View A&M University website for updates.

Last Updated: 02/16/2023

This page is best viewed in [Chrome](#) or [Firefox](#)

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| Oct 16 Monday | Priority Deadline to Submit Financial Aid Verification Documents |
| Nov 06 Monday | Priority Registration for continuing students for December/January Mini-Mester and Spring 2024 (Special Population) |
| Nov 07 Tuesday | Priority Registration for continuing students for December/January Mini-Mester and Spring 2024 (Doctoral, Graduate, Post-Baccalaureate, Seniors) |
| Nov 08 Wednesday | Priority Registration for continuing students for December/January Mini-Mester and Spring 2024 (Juniors) |
| Nov 09 Thursday | Priority Registration for continuing students for December/January Mini-Mester and Spring 2024 (Sophomores) |
| Nov 10 Friday | Priority Registration for continuing students for December/January Mini-Mester and Spring 2024 (Freshmen) |
| Nov 11 Saturday | Registration for all students for the December/January Mini-Mester and Spring 2024 Begins |
| Jan 15, 2024 Monday | Dr. Martin Luther King, Jr. Day Holiday (University Closed)*Subject to approval by The Texas A&M University System Board of Regents and may change. |
| Jan 16, 2024 Tuesday | Financial Aid Satisfactory Academic Progress (SAP) Appeal Deadline |
| Jan 16, 2024 Tuesday | First Class Day |
| Jan 16, 2024 Tuesday | Tuition & Fees Payment Due Date @ 5:00 p.m. |
| Jan 16 - Jan 23, 2024 Tuesday through Tuesday | Late Registration/Late Registration Fee Begins (\$50.00) |
| Jan 16 - Jan 24, 2024 Tuesday through Wednesday | Attendance Reporting Period. Students who do not attend class during this period will have their courses removed and financial aid reduced or cancelled |
| Jan 30, 2024 Tuesday | Financial Aid Refunds begin |
| Jan 31, 2024 Wednesday | 12th Class Day (Census Date) |

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| Jan 31, 2024 Wednesday | Final Day to Drop/Withdraw from Course(s) without Academic Record (A Financial Record will still exist) |
| Feb 01, 2024 Thursday | Withdrawal from Courses with Academic Record (“W”) Begins |
| Feb 06, 2024 Tuesday | Drop for Non-Payment of Tuition and Fees @ 5:00 p.m. |
| Feb 12, 2024 Monday | 20th Class Day |
| Mar 07 - Mar 09, 2024 Thursday through Saturday | Mid-Semester Examination Period |
| Mar 11 - Mar 16, 2024 Monday through Saturday | Spring Break (Student Break) |
| Mar 13, 2024 Wednesday | Mid-Semester Grades Due |
| Mar 15, 2024 Friday | Spring Break (University Closed)*Subject to approval by The Texas A&M University System Board of Regents and may change |
| Mar 20, 2024 Wednesday | Founders Day/Honors Convocation |
| Mar 26, 2024 Tuesday | Final Date to Apply for Spring 2024 Graduation (ceremony participation) |
| Mar 27, 2024 Wednesday | Application for Graduation-Degree Conferral only for Spring 2024 Graduation Begins (no ceremony participation or name listed in the program) |
| Mar 29, 2024 Friday | Good Friday (No Classes)*Subject to approval by The Texas A&M University System Board of Regents and may change. |
| Apr 02, 2024 Tuesday | Priority Registration for continuing students for Summer, May/Summer 2024 Mini-Mester and Fall 2024 semester (Doctoral, Masters, Post-Bacclaureate, Seniors) |
| Apr 06, 2024 Saturday | Registration for all students for Summer/May Summer 2024, Mini-Mester 2024 and Fall 2024 Begins |
| Apr 12, 2024 Friday | Final Day to Apply for Degree Conferral only for Spring 2024 Graduation (no ceremony participation or name listed in the program) |

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| Apr 26, 2024 Friday | Final Day for Graduating Undergraduates to Submit Application for Tuition Rebate for Spring 2024 |
| Apr 26, 2024 Friday | Final Day to Withdraw from a Course or the University (“W”) for the Spring 2024 16- week session |
| Apr 26, 2024 Friday | Last Class Day |
| Apr 29, 2024 Monday | Study Day(No Classes in Session) |
| Apr 30 - May 08, 2024 Tuesday through Wednesday | Final Exams |
| May 09, 2024 Thursday | Final Grades due for Graduation Candidates (12:00 pm) |
| May 11, 2024 Saturday | Commencement |
| May 14, 2024 Tuesday | Final Grades due for all other students (11:59 p.m.) |
