

College of Education and Human Development Division of Special Education and disAbility Research

Spring 2018

EDSE 664 DL1: Ethical and Professional Conduct for Behavior Analysis CRN: 12003, 3 – Credits

Instructor : Dr. Theodore Hoch	Meeting Dates : 01/22/18 – 05/16/18
	(Due date for final exam is 9 May 2018)
Phone : 703-987-8928 (can also text to this	Meeting Day(s): Wednesday
number) / 703-993-5245	
E-Mail: thoch@gmu.edu	Meeting Time(s) : 4:30 pm - 7:10 pm
Office Hours : Mondays 12:30 – 3:30	Meeting Location: Online
Office Location: Suite 100, Finley Building,	Skype: drtheodorehoch
GMU Fairfax Campus, 4400 University	
Drive, Fairfax, VA 22030	

^{*}Note: This syllabus may change according to class needs. Teacher Candidates/Students will be advised of any changes immediately through George Mason e-mail and/or through Blackboard.

Prerequisite(s): EDSE 619 or permission of instructor.

Co-requisite(s): None

Course Description

Provides a basis in Virginia Behavior Analyst Licensure law, the Behavior Analyst Certification Boards Guidelines for Responsible Conduct and Disciplinary Standards, and professional conduct consistent with the practice of applied behavior analysis. Offered by Graduate School of Education. May not be repeated for credit.

Registration Restrictions:

Required Prerequisite: EDSE 619B-. B- Requires minimum grade of B-.

Enrollment limited to students with a class of Advanced to Candidacy, Graduate, Non Degree or Senior Plus.

Enrollment is limited to Graduate, Non-Degree or Undergraduate level students.

Students in a Non-Degree Undergraduate degree may not enroll.

Schedule Type: Lecture

Advising Contact Information

Please make sure that you are being advised on a regular basis as to your status and progress through your program. Mason M.Ed. and Certificate teacher candidates/students should contact the Special Education Advising Office at (703) 993-3670 for assistance. All other teacher candidates/students should refer to their faculty advisor.

Advising Tip

Did you know you can order an official transcript through Patriotweb? Logon to Patriotweb. Select Student Services. Select Student Records. Select Order Official Transcript.

Course Delivery Method

Learning activities include the following:

- 1. Class lecture and discussion
- 2. Application activities
- 3. Small group activities and assignments
- 4. Video and other media supports
- 5. Research and presentation activities
- 6. Electronic supplements and activities via Blackboard

This course will be delivered online (76% or more) using a synchronous format via Blackboard Learning Management system (LMS) housed in the MyMason portal. You will log in to the Blackboard (Bb) course site using your Mason email name (everything before @masonlive.gmu.edu) and email password. The course site will be available on 20 January 2018.

Under no circumstances, may candidates/students participate in online class sessions (either by phone or Internet) while operating motor vehicles. Further, as expected in a face-to-face class meeting, such online participation requires undivided attention to course content and communication.

Technical Requirements

To participate in this course, students will need to satisfy the following technical requirements:

- High-speed Internet access with a standard up-to-date browser, either Internet Explorer or Mozilla Firefox is required (note: Opera and Safari are not compatible with Blackboard).
- Students must maintain consistent and reliable access to their GMU email and Blackboard, as these are the official methods of communication for this course.
- Students will need a working microphone and webcam for use with the Blackboard Collaborate web conferencing tool.
- Students may be asked to create logins and passwords on supplemental websites and/or to download trial software to their computer or tablet as part of course requirements.
- The following software plug-ins for PCs and Macs, respectively, are available for free download: [
 - o Adobe Acrobat Reader: https://get.adobe.com/reader/

- Windows Media Player:
- o https://support.microsoft.com/en-us/help/14209/get-windows-media-player
- o Apple Quick Time Player: www.apple.com/quicktime/download/

Expectations

• <u>Course Week:</u> Our course week will begin on the day that our synchronous meetings take place as indicated on the Schedule of Classes.

• Log-in Frequency:

Students must actively check the course Blackboard site and their GMU email for communications from the instructor, class discussions, and/or access to course materials at least 3 times per week. In addition, students must log-in for all scheduled online synchronous meetings.

• Participation:

Students are expected to actively engage in all course activities throughout the semester, which includes viewing all course materials, completing course activities and assignments, and participating in course discussions and group interactions.

• Technical Competence:

Students are expected to demonstrate competence in the use of all course technology. Students who are struggling with technical components of the course are expected to seek assistance from the instructor and/or College or University technical services.

• Technical Issues:

Students should anticipate some technical difficulties during the semester and should, therefore, budget their time accordingly. Late work will not be accepted based on individual technical issues.

• Workload:

Please be aware that this course is **not** self-paced. Students are expected to meet *specific deadlines* and *due dates* listed in the **Class Schedule** section of this syllabus. It is the student's responsibility to keep track of the weekly course schedule of topics, readings, activities and assignments due.

• <u>Instructor Support:</u>

Students may schedule a one-on-one meeting to discuss course requirements, content or other course-related issues. Those unable to come to a Mason campus can meet with the instructor via telephone or web conference. Students should email the instructor to schedule a one-on-one session, including their preferred meeting method and suggested dates/times.

• Netiquette:

The course environment is a collaborative space. Experience shows that even an innocent remark typed in the online environment can be misconstrued. Students must always re-read their responses carefully before posting them, so as others do not consider them as personal offenses. *Be positive in your approach with others and diplomatic in selecting your words*. Remember that you are not competing with classmates, but sharing

information and learning from others. All faculty are similarly expected to be respectful in all communications.

• Accommodations:

Online learners who require effective accommodations to insure accessibility must be registered with George Mason University Disability Services.

Learner Outcomes

Upon completion of this course, teacher candidates/students will be able to:

- 1. Identify and describe content from each section of the Behavior Analyst Certification Board's (BACB's) Professional and Ethical Compliance Code for Behavior Analysts.
- 2. Identify and provide examples of conduct consistent and inconsistent with each of the ten sections of the BACB's Professional and Ethical Compliance Code for Behavior Analysts.
- 3. Identify and describe content from each section of the Commonwealth of Virginia Board of Medicine's (BOM's) Regulations Governing the Practice of Behavior Analysis.
- 4. Identify and provide examples of conduct consistent and inconsistent with the Commonwealth of Virginia BOM's Regulations Governing the Practice of Behavior Analysis.
- 5. Describe and exemplify steps to resolving ethical dilemmas that are consistent with the BACB's Professional and Ethical Compliance Code for Behavior Analysts and the Commonwealth of Virginia BOM's Regulations Governing the Practice of Behavior Analysis.
- 6. Prepare a Declaration of Professional Service that is consistent with current ethical and professional practice of applied behavior analysis.
- 7. Describe steps and conditions for proper and ethical case termination.
- 8. Describe the BACB's and Commonwealth of Virginia BOM's complaint process and the manner in which these boards handle complaints made to them.

Course Relationship to Program Goals and Professional Organizations

This course is part of the George Mason University, Graduate School of Education (GSE), Special Education Program for Applied Behavior Analysis Graduate Certificate. The content of the courses in this program is derived from the Task List published by the national Behavior Analyst Certification Board (BACB) as well as the Professional and Ethical Compliance Code for Behavior Analysts. The Professional and Ethical Compliance Code for Behavior Analysts is listed on the following website: http://bacb.com/wp-content/uploads/2016/03/160321-compliance-code-english.pdf. For more information on the Board and the examination, please visit the Board's website at www.bacb.com. It addresses the following Behavior Analyst Certification Board Content Areas: Ethical and Professional Conduct, Identification of the Problem and Assessment, Behavior Change Systems, Intervention and Behavior Change Considerations, and Implementation, Management, and Supervision.

Required Textbooks

Bailey, J.S. and Burch, M.R. (2010). 25 essential skills and strategies for the professional behavior analyst: Expert tips for maximizing consulting effectiveness. New York, NY: Routledge. ISBN 978-0-415-80068-6

- Bailey, J.S., and Burch, M.R. (2016). *Ethics for behavior analysts (3rd Edition)*. New York, NY: Routledge. ISBN 978-1-138-94920-1
- Daniels, A.C. (2016). Bringing out the best in people: How to apply the astonishing power of positive reinforcement (3rd Edition). New York, NY: McGraw-Hill.

Recommended Textbooks

American Psychological Association. (2010). Publication manual of the American Psychological Association (6th ed.). Washington, DC: Author.

Additional Readings

- Association for Behavior Analysis, International. (2011). *ABAI Statement on Restraint and Seclusion*. Available at www.abainternational.org.
- Barrett, B.H., Beck, R., Binder, C., Cook, D.A., Engelmann, S., Greer, R.D., Kyrklund, S.J., Johnson, K.R., Maoney, M., McCorkle, N., Vargas, J.S., & Watkins, C.L. (1991). The right to effective education. *The Behavior Analyst*, *14* (1), 79-82.
- Behavior Analyst Certification Board's *Professional and Ethical Compliance Code for Behavior Analysts*, available at www.bacb.com in the Downloads area.
- Commonwealth of Virginia Board of Medicine's *Behavior Analyst Licensure Regulations*. http://www.dhp.virginia.gov/medicine/medicine_laws_regs.htm
- Dorsey, M.F., Weinberg, M., Zane, T., & Guidi, M.M. (2009). The case for licensure of applied behavior analysts. *Behavior Analysis in Practice*, 2(1), 53-58.
- Hastings, R.P., & Noone, S.J. (2005). Self-injurious behavior and functional analysis: Ethics and evidence. *Education and Training in Developmental Disabilities*, 40 (4), 335-342.
- Johnston, J.M. (1991). What can behavior analysis learn from the aversives controversy? *The Behavior Analyst*, 14 (2), 187-196.
- Johnston, J.M. & Sherman, R.A. (1993). Applying the least restrictive alternative principle to treatment decisions: A legal and behavioral analysis. *The Behavior Analyst*, 16 (1), 103-115.
- Linscheid, T.R., Iwata, B.A., Ricketts, R.W., Wiliams, D.E., & Griffin, J.C. (1990). Clinical evaluation of the self-injurious behavior inhibiting system (SIBIS). *Journal of Applied Behavior Analysis*, 23 (1), 53-78.
- Van Houten, R., Axelrod, S., Bailey, J.S., Favell, J.E., Foxx, R.M., Iwata, B.A., & Lovaas, O.I. (1988). The right to effective behavioral treatment. *Journal of Applied Behavior Analysis*, 21 (4), 381-384.

Course Performance Evaluation

Students are expected to submit all assignments on time in the manner outlined by the instructor (e.g., Blackboard, Tk20, hard copy).

Tk20 Performance-Based Assessment Submission Requirement

It is critical for the special education program to collect data on how our students are meeting accreditation standards. Every teacher candidate/student registered for an EDSE course with a required Performance-based Assessment (PBA) is required to upload the PBA to Tk20 (regardless of whether a course is an elective, a one-time course or part of an undergraduate minor). A PBA is a specific assignment, presentation, or project that best demonstrates one or more CEC, InTASC or other standard connected to the course. A PBA is evaluated in two ways. The first is for a grade, based on the instructor's grading rubric. The second is for program accreditation purposes. Your instructor will provide directions as to how to upload the PBA to Tk20.

For EDSE 664, the required PBA is Ethics Final Exam. Failure to submit the assignment to Tk20 will result in reporting the course grade as Incomplete (IN). Teacher candidates/students have until five days prior to the University-stated grade change deadline to upload the required PBA in order to change the course grade. When the PBA is uploaded, the teacher candidate/student is required to notify the instructor so that the "IN" can be changed to a grade. If the required PBA is not uploaded five days prior to the University-stated grade change deadline and, therefore, the grade not changed, it will become an F. Please check to verify your ability to upload items to Tk20 before the PBA due date.

Assignments and/or Examinations

Performance-based Assessment (Tk20 submission required)

Final Examination. You will complete and submit a five item, essay test. Each item will be an ethics scenario. You will identify all portions of the Professional and Ethical Compliance Code for Behavior Analysts and of the Commonwealth of Virginia Behavior Analyst Licensure Regulations that pertain to the scenario. Next, you will give at least three possible courses of action based on the Professional and Ethical Compliance Code, the Virginia Licensure Regulations, and the readings and discussions throughout the course. Finally, you will identify the course of action you would select, and would give the rationale for selecting that course of action over the other two. Up to 100 points may be earned on the final examination. This project must be submitted through TK20.

College Wide Common Assessment (TK20 submission required) NA Performance-based Common Assignments (No Tk20 submission required.)

Pre-Class Quizzes. Students will complete a 10 item, true / false quiz through Blackboard prior to attending class during Weeks 2 through 14. A week's quiz will not be available once the class session has begun, and cannot be made up if

missed. Quiz questions will cover content read for that evening's class session. 13 Quizzes at 10 points possible each, for a total of 130 possible points.

Recorded Material Quizzes. Weeks 2-14 will have recorded material that you will view through Blackboard. There will quiz questions after each recording, with a total of 151 quiz questions worth 1 point each distributed across the course. You will have access to quizzes for up to two weeks after the class session for which the reading was assigned.

Discussion Leader. Each student will lead discussion a portion of an evening's readings, as indicated in the schedule, below. Presenters must prepare a lesson based on the portion of the evening's readings assigned that teaches their classmates the content of that reading. These lessons may involve lecture, PowerPoint presentations, activities, demonstrations, or other activities. Discussion leaders must generate discussion about their topic among their classmates. Up to 10 points may be earned per instance of being discussion leader (or co-leader) for accurately presenting and leading discussion on the material; and up to 5 additional points for generating class discussion on the topic. Up to 10 points per discussion led.

Final Exam Preparation Practice. Prior to sessions 9-14, you will submit your work on the final exam preparation practice scenario posted for that week, prior to that week's class session. These practice assignments will only be accepted if submitted prior to the 9^{th} through 14^{th} class session, respectively. You will be provided feedback on your submission. You may earn up to 2 points per scenario addressed.

Mandated Reporter Training. During the week indicated on the syllabus, you will go to this website - http://www.dss.virginia.gov/abuse/mr.cgi - and complete the Child Abuse: Recognizing, Reporting, and Responding for Educators training course that is there. You will submit the certificate of completion that comes with this course by the date indicated on the syllabus for 5 points. Note: If you have already completed this training course for another course or for your employment, you may submit the certificate of completion for that course, provided that you completed the course within the last two years. If the course was completed more than two years ago, you must complete this course.

BACB Supervision Training Module. During the week indicated on the syllabus, complete and submit the certificate of completion for the BACB's 90 min Supervisor Training Module (available through the BACB Portal). If you have already completed this training module, you may submit the certificate of completion you already have. You will earn 5 points for this assignment.

8 Hour Behavior Analyst Supervisor Training Course. If you anticipate becoming certified within 6 months of completion of this course, you may wish to complete the 8 hour Behavior Analyst Supervisor Training Course that the BACB requires for those who will supervise BCABAs, RBTs, and those working toward eventual certification. If you would like to exercise this option, please email Dr. Hoch and request enrollment in this course through a non-GMU entity. You will have two weeks from your date of enrollment to complete this 8 hour course (which takes 8 hours to complete). You will earn 10 points for submitting the completion certificate you earn from this course.

Course Policies and Expectations

Attendance/Participation. This is a course in ethics and professional conduct. Part of behaving ethically and professionally is being where one needs to be, when one needs to be there. Given this, attendance will be taken at the beginning of each class session. All students present on Blackboard Colalborate and whose microphones and webcams are working during the attendance check will receive one point. (Those arriving late or whose microphones or webcams aren't working won't receive this point). All students present when the lcass session ends will receive a second point. (Those who are not present, for whatever reason, when the class session ends will not receive this point.) Missed attendance points cannot be made up.

Late Work Live material quizzes must be taken before the class session for which they are assigned. They may not be taken after the class session has begun, and will no longer be available once the class session has begun. Similarly, recorded material quizzes must be taken before the course session for which they are assigned. They will not be available once the class session has begun, and will no longer be available once the class session has begun. Quizzes missed may not be made up. Students absent during sessions for which they were scheduled to be Discussion Leader may not make up that opportunity. Students absent for sessions may not make up Discussion Participant points that would have been earned during that session. No late final exams will be accepted.

Grading Scale

Assignment Type	Points per Opportunity	Number of Opportunities	Points Possible	Cumulative Points Possible
Final Exam	100	1 Exam	100 points	100 points
Pre-Class Quizzes	10 points	13 Quizzes	130 points	230 points
Recorded Material Quizzes	1 point per question	151 Questions	151 poins	381 points
Discussion Leader	10 points	1 Discussion	10 points	391 points
Mandated Reporter Training	5 points	1 Assignment	5 points	396 points
BACB Supervision Training Module	5 points	1 Assignment	5 points	401 points
Attendance and Participation	2 points	13 Sessions	26 points	427 points
8 Hour Supervisor Training Course	10 points	1 course	10 points	437 points
Final Exam Prep Practice	2 points	5 practices	10 points	447 points
EDSE 619 Final Exam	10 points	1 exam	10 points	457 points

A	A -	В	С	F
435 – 457 points	412 – 435 points	366 – 411 points	320 - 365 points	Fewer than 365 points

*Note: The George Mason University Honor Code will be strictly enforced. Students are responsible for reading and understanding the Code. "To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of the George Mason University community and with the desire for greater academic and personal achievement, we, the student members of the university community, have set forth this honor code: Student members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work." Work submitted must be your own or with proper citations (see https://catalog.gmu.edu/policies/honor-code-system/).

Professional Dispositions

Students are expected to exhibit professional behaviors and dispositions at all times. See https://cehd.gmu.edu/students/polices-procedures/

Class Schedule

*Note: Faculty reserves the right to alter the schedule as necessary, with notification to students. In the schedule that appears below, 25ES refers to the Bailey and Burch (2009) text, Ethics to the Bailey and Burch 2061 text, PECCBA refers to the *Professional and Ethical Compliance Code for Behavior Analysts*, and AD to the Aubrey Daniels text. Bold and italicized readings are to be completed before watching and responding to recorded content.

Date	Discussion Leaders	Before Class:
24 January	Hoch	□ N/A
2018		☐ In-class introduction and syllabus review
Week 1		☐ Selection of presenters
		☐ Recommendations for presentations
		☐ Review of GMU Honor Code
31 January	Hoch – What do you call	☐ Read Ethics Ch 1 - 5
2018	yourself?	☐ Read Barrett et al. (1991)
Week 2	25ES Prefaces and Ch 1 & 2	☐ Read Van Houten et al. (1988)
	AD Prefaces and Ch 1 & 2	□ Read ABAI (2011)
		☐ Read 25ES Ch 1& 2
		□ Read <i>AD</i> Ch 1 & 2
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz
7 February	Hoch – Multiple	☐ Read <i>Ethics</i> Ch 6
	2018 relationships Week 3 25ES Ch 3 & 4 – AD Ch 3 & 4–	☐ Read PECCBA Section 1
week 3		☐ Read Johnston & Sherman (1993)
		☐ Read 25ES Ch 3 & 4
		☐ Read <i>AD</i> Ch 3 & 4
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation quiz

Date	Presenters	Before Class:
14	Hoch – Business practices	☐ Read Ethics Ch 7
February 2018	25ES Ch 5 & 6 –	☐ Read PECCBA Section 2
Week 4	AD Ch 5 & 6 –	☐ Read Linscheid et al. (1990)
		☐ Read 25ES Ch 5 & 6
		□ Read <i>AD</i> Ch 5 & 6
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz
		☐ Submit Mandated Reporting Certificate
21	Hoch – Non-behavior	☐ Read <i>Ethics</i> Ch 8
February 2018	analytic interventions	☐ Read PECCBA Section 3
Week 5	25ES Ch 7 & 8 – AD Ch 7 & 8 –	□ Read Johnston (1991)
		□ Read 25ES Ch 7 & 8
		☐ Read AD Ch 7 & 8
		☐ Complete Recorded Material Quiz
	☐ Complete Pre-presentation Quiz	
28	Hoch – Working through	☐ Read Ethics Ch 9
February 2018	an ethical dilemma 25ES	☐ Read PECCBA Section 4
Week 6	Week 6 Ch 9 & 10 – AD Ch 9 & 10 –	☐ Read Hastings et al. (2005)
		☐ Read 25ES Ch 9&10
		□ Read <i>AD</i> Ch 9 & 10
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz

Date	Discussion Leaders	Before Class:
7 March	Hoch – Working through	☐ Read Ethics Ch 10
2018 an ethical dilemma	an ethical dilemma	☐ Read PECCBA Section 5
Week 7	25ES Ch 11&12 –	☐ Read 25ES Ch 11&12
	AD Ch 11 & 12 –	☐ Read <i>AD</i> Ch 11 & 12
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz
21 March	Hoch – Working through	☐ Read <i>Ethics</i> Ch 11
2018	an ethical dilemma	☐ Read PECCBA Section 6
Week 8	25ES Ch 13 & 14	□ Read 25ES Ch 13 & 14
	AD Ch 13 & 14	☐ Read <i>AD</i> Ch 13 & 14
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz
		☐ Submit BACB 90 Min Supervisor Training Module Screenshot showing module completion
28 March	Hoch – Working through	☐ Read <i>Ethics</i> Ch 12
	2018 an ethical dilemma 25ES Veek 9 Ch 15 & 16 – AD Ch15 & 16 –	☐ Read PECCBA Section 7
week 9		□ Read 25ES Ch 15 & 16
		□ Read <i>AD</i> Ch 15 & 16
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz
		☐ Complete and submit Practice Exam Prep Scenario before class

Date	Discussion Leaders	Before Class:
4 April	25 ES Ch17&18 –	☐ Read Ethics Ch 13
2018 Week 10	AD Ch17&18 –	☐ Read PECCBA Section 8
Week 10		☐ Read 25ES Ch 17 & 18
		□ Read <i>AD</i> Ch 17 & 18
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz
		☐ Complete and submit Practice Exam Prep Scenario before class
11 April 2018	25ES Ch19 –	☐ Read Ethics Ch 14
Week 11	AD Ch19 –	☐ Read PECCBA Section 9
WEEK 11		□ Read 25ES Ch 19&20
		□ Read AD Ch 15
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz
		☐ Submit CITI Training Course Completion Certificate
		☐ Complete and submit Practice Exam Prep Scenario before class
18 April	25ES 20 & 21 –	☐ Read Ethics Ch 16 & 17
2018	AD Ch20 –	☐ Read <i>PECCBA</i> Section 10
Week 12		☐ Read 25ES Ch 20 &21
		☐ Read AD Ch 20
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz
		☐ Complete and submit Practice Exam Prep Scenario before class

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25 April 2018	25ES Ch 22 & 23 -	☐ Read Ethics Ch 18 & 19
Week 13		☐ Read Virginia Behavior Analyst Licensure Regulations
		☐ Read 25ES Ch 22 & 23
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz
		☐ Complete and submit Practice Exam Prep Scenario before class
		□ NO FINAL EXAM PREP SCENARIOS WILL BE ACCEPTED AFTER 11:59 ON TODAY'S DATE
2 May	25ES Ch 24 & 25 –	☐ Read Ethics Ch 20
2018		☐ Review <i>PECCBA</i>
Week 14		☐ Review Virginia Behavior Analyst Licensure Regulations
		☐ Read 25ES Ch 24 & 25
		☐ Complete Recorded Material Quiz
		☐ Complete Pre-presentation Quiz
9 May	Final Exam Due through Tl	K20 (Link under Assessments Tab on our Blackboard
2018	si	te) by 11:59pm on this date
Week 15		

Core Values Commitment

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles: http://cehd.gmu.edu/values/

GMU Policies and Resources for Students

Policies

• Students must adhere to the guidelines of the Mason Honor Code (see

https://catalog.gmu.edu/policies/honor-code-system/).

- Students must follow the university policy for Responsible Use of Computing (see http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/).
- Students are responsible for the content of university communications sent to their Mason email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students solely through their Mason email account.
- Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor (see http://ods.gmu.edu/).
- Students must follow the university policy stating that all sound emitting devices shall be turned off during class unless otherwise authorized by the instructor.

Campus Resources

- Support for submission of assignments to Tk20 should be directed to <u>tk20help@gmu.edu</u> or <u>https://cehd.gmu.edu/aero/tk20</u>. Questions or concerns regarding use of Blackboard should be directed to <u>http://coursessupport.gmu.edu/</u>.
- For information on student support resources on campus, see https://ctfe.gmu.edu/teaching/student-support-resources-on-campus

For additional information on the College of Education and Human Development, please visit our website https://cehd.gmu.edu/students/.