George Mason University
College of Education and Human Development
Mathematics Education Leadership

SEED 572 002 – Teaching Math Secondary School
3 Credits, Fall 2024
Mondays/4:30-7:10 p.m. Horizon 4000, Fairfax Campus

Faculty
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Prerequisites/Corequisites
None

University Catalog Course Description
This course emphasizes developing different styles of teaching and covers curricula, current issues, and research literature in secondary school mathematics. School-based field experience required.

Course Overview
As a future secondary mathematics teacher, you have the opportunity to shape the future. You can play an important role in the development of adolescents and have an influence on the way in which they come to understand the world in which they live. You can help students to develop strong understandings of mathematics and its uses, understandings that are foundational for work

beyond high school. Further, you can shape their dispositions toward learning mathematics. You have chosen an amazing and rewarding career path!

In this course, you will come to develop knowledge, skills, and understandings that will be useful to you in your work as a secondary mathematics teacher. Though there are no "easy recipes" for helping students learn mathematics, research has identified characteristics of effective mathematics teaching. Throughout the semester, we will explore these characteristics and ways in which you can incorporate them into your teaching. You will learn how to be reflective about your work and that of other teachers so that you can continue to draw on and build upon the knowledge and understandings you gain in this course throughout your career as a secondary mathematics teacher who is equipped to help all children thrive in secondary mathematics classrooms.

Course Delivery Method

This course will be delivered using a hybrid format via campus building and Canvas. You will log in to the Canvas course site using your Mason email name (everything before @masonlive.gmu.edu) and email password.

All SEED classes have designated delivery modes and specific modes for each class session (e.g., face-to-face, virtual synchronous, virtual asynchronous). The majority of SEED classes are held in a face-to-face mode. Students are expected to attend every class session in the mode it is offered. If you must miss a class session for illness or another valid reason, you are expected to proactively communicate (ahead of the class session) with your instructor about your expected absence.

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 standard up-to-date browsers. To get a list of Blackboard's supported browsers see:
  https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#supported-browsers

  To get a list of supported operation systems on different devices see:
  https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#tested-devices-and-operating-systems

- Students must maintain consistent and reliable access to their GMU email and Canvas, as these are the official methods of communication for this course.
- Students will need a headset microphone for use with the Zoom 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:
  - Adobe Acrobat Reader: https://get.adobe.com/reader/
  - Windows Media Player: https://support.microsoft.com/en-us/help/14209/get-windows-media-player
  - Apple Quick Time Player: www.apple.com/quicktime/download/

Expectations

- Course Week: Our course week will begin on Mondays.
- Log-in Frequency:
  Students must actively check the course Canvas 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.
- Instructor Support:
  Students may schedule a one-on-one meeting to discuss course requirements, content or other course-related issues 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 or Objectives

Success in this course is measured by the degree to which students are able to:
• Demonstrate an understanding of the ways in which secondary students develop strong, usable understandings of secondary mathematics content (NCTM SPA Standard 2; CEHD Core Value of Research-Based Practice)
• Analyze instruction and instructional materials for their potential to promote student learning of secondary mathematics content in diverse settings (NCTM SPA Indicator 3c; NCTM SPA Standards 4, 5, 6; CEHD Core Value of Research-Based Practice and Social Justice)
• Design tasks, including those that rely on technology, that foster the development of deep understanding of secondary mathematics concepts (NCTM SPA Indicators 3c, 4e, 5b; CEHD Core Values of Research-Based Practice and Innovation)
• Justify instructional decisions by reference to research findings, national standards, and learning theory (NCTM SPA Indicators 3a, 3b, 3c; NCTM SPA Standards 4, 6; CEHD 4 Last revised August 2018 Core Values of Collaboration and Research- Based Practice)
• Demonstrate the dispositions appropriate to work as a secondary mathematics teacher (NCTM SPA Standard 6; CEHD Professional Dispositions)
• Continue to develop their own knowledge of mathematics and problem solving ability as they explore mathematics from the perspective of a teacher and student (NCTM SPA Standards 1, 2, NCTM SPA Indicators 3a, 3b; CEHD Core Value of Innovation)
• Analyze different perspectives on mathematics teaching and learning (NCTM SPA Indicator 3.6; CEHD Core Value of Research-Based Practice)
• Develop knowledge, skills, and professional behaviors across secondary settings, examine the nature of mathematics, how mathematics should be taught, and how students learn mathematics; and observe and analyze a range of approaches to mathematics teaching and learning (NCTM SPA Indicator 7c; CEHD Core Value of Research-Based Practice)

Professional Standards (National Council of Teachers of Mathematics (NCTM))
This course aligns to the professional standards as outlined by the National Council for Teacher of Mathematics and Council for the Accreditation of Educator Preparation ("NCTM SPA Standards and Indicators) Upon completion of this course, students will have met the NCTM SPA professional standards 2-7 as detailed under Course Outcomes above.

Required Texts

Liljedahl, P. (2020). *Building thinking classrooms in mathematics, Grades K-12: 14 teaching practices for enhancing learning.* Corwin.

Course Performance Evaluation

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

- **Assignments and/or Examinations**
    - **Participation (15%)**

    Attendance
        - Attend all scheduled face to face and online meetings for the entire class period is a course expectation and absence will impact your grade (5% per class missed)
        - Arrive to all scheduled meetings on time
        - Notify your instructor in advance if you will miss class and work with peers for missed material

    Assignments
        - Complete all assignments on time.
        - All assignments will be assessed using posted criteria known to the student.
        - For full consideration, all assignments are due to the professor *electronically* in the digital drop box prior to the beginning of class on the day they are due, unless otherwise announced.
        - All written assignments are to be word-processed using Times Roman 12 pt font, double-spaced, and POSTED electronically on our class Canvas drop box. Please title each assignment with your last name and the name of the project/assignment, e.g., Smith. Professional Development Plan.

    Readings, Class Activities, and Online Participation
        - Complete all readings prior to class
        - Participate in class and all online discussions with openness, consideration, and effort to "hear for" and "listen to" others as you also seek to be understood.
        - Come to class prepared to contribute your critical reflections on both your own experiences and ideas presented by your critical friends.
        - Demonstrate positive and collaborative professional dispositions towards colleagues during peer review along with a willingness to accept constructive criticism.

    - **Mathematics Autobiography (10%)**
        - John Graham's famous quote states, "We teach who we are." Contemporary research in mathematics education finds this to be especially true for

secondary mathematics teachers. It is important to examine our own assumptions about teaching and learning mathematics as a result of our learning experiences. In this activity, you will spend some time reflecting on your personal experiences as a mathematics learner. You will use your responses as part of a reflection activity later in the semester.

- **Discussion and Critique of Secondary math lesson plan (10%)**
  - This assignment will give you a chance to apply best practices learned in our class coupled with research to a sample lesson. This will prepare you for your problem lead presentation and lesson plan assignment.

- **Problem Lead (20%)**
  - This assignment will give you a chance to test your skills in leading work and discussion on a mathematics problem. Given a mathematics problem, learning goal, and conceptual explanation for the mathematics via Nix the Tricks and your lesson plan assignment, you will prepare a 20- minute activity, facilitate it for the class, and record the facilitation. After the activity, you will analyze your video and reflect upon the effectiveness of the approach you used to engage your peers in work with mathematical content.

- **Field Work Assignments (15%)**
  - One of the most valuable pieces of pre-service teacher training is the opportunity to do field work. You will complete 15 hours of field work and keep a log of these hours for submission at the end of the semester. Throughout the semester, you will be required to complete smaller assignments during your field work. These assignments provide you with opportunities to reflect upon the practice of teaching after having watched instances of teaching in real world settings.

- **Lesson Plan Assignment and Presentation (30%)**
  - Throughout the semester, you will explore many issues related to the teaching and learning of mathematics. In this culminating assignment, you will have the opportunity to use the knowledge, skills, and understandings you have gained in the creation of two consecutive lesson plans (One will be assessed to meet CEHD PBA requirements). Within these lessons, you will attend to the use of technology, the development of student understanding of mathematics content, various standards documents, and problem-based instruction. After submission of the lesson plans, you will present your ideas to your peers so that the entire class can begin to create a collection of

teaching ideas for various content areas within secondary mathematics. You must meet the minimum standard on this, or you will be asked to resubmit.

- **Other Requirements**

Via/Performance-Based Assessment(s) Submission Requirement:

Every student registered for any Mathematics Education Leadership course with a required Via performance-based assessment (designated as such in the syllabus) must submit these assessments to Via through *'Assessments'* in Canvas. Failure to submit the assessment(s) to Via (through Canvas) will result in the course instructor reporting the course grade as Incomplete (IN). Unless this grade is changed upon completion of the required Via submission, the IN will convert to an F nine weeks into the following semester.

- **Attendance**
  It is your responsibility to attend all class sessions. You are held accountable for all information from each class session whether you are present or not. Reasons for any absence must be reported to the instructor in writing.

- **Tardiness**
  It is your responsibility to be on time for each class session. Reasons for any absence must be reported to the instructor in writing.

- **Grading**
  All assignments are to be turned in to your instructor on time. **Late work will not be accepted for full credit.** Assignments turned in late will receive a 10% deduction from the grade per late day or any fraction thereof (including weekends and holidays).

  The final evaluation criteria utilizes the graduate grading scale and is as follows:

A	95%-100%	B+	87%-89%	C	70%-79%
A-	90%-94%	B	83%-86%	F	Below 70%
		B-	80%-82%		

Professional Dispositions

Students are expected to exhibit professional behaviors and dispositions at all times. Education professionals are held to high standards, both inside and outside of the classroom. Educators are evaluated on their behaviors and interactions with students, parents, other professionals, and the community at large. At the College of Education and Human Development, dispositions may play a part in the discussions and assignments of any/all courses in a student's program (and thus, as part or all of the grade for those assignments). For additional information visit:

Last revised August 2023

This course will require students to audiotape, videotape, or use the audio/video conferencing feature. Students should dress professionally, speak professionally, and aware of their recording surroundings and backgrounds. Background noise (such as television, music, conversations, etc.) and inappropriate background video are distracting, unprofessional, and not allowed in this course.

Class Schedule

	Topic	Readings (read before class begins on the date to the left)	Assignments Due (before class begins on the date to the left)
Week 1 8/26	Math Topic: Course Introduction Learning Mathematics & Mathematical Proficiency	Thinking Classrooms – Introduction Nix – Ch. 1 & 2	
Week 2 9/9	Math Topic: Proportions The Nature of Mathematics Mathematics Identities Teaching Towards Equity Culturally Relevant Teaching Social Justice Pedagogy The Teaching of Mathematics Selecting Rich Mathematical Tasks	Thinking Classrooms – Ch. 1 Nix – Ch. 3	Mathematics Autobiography

Week 3 9/16	Math Topic: Geometry & Measurement Planning for Instruction Learning Progressions Curricular Standards	Thinking Classrooms – Ch. 6 Nix – Ch. 4	
Week 4 9/23	Math Topic: Number Systems Planning for Instruction Overall Goal of a Lesson Learning Objectives Curricular Standards	Thinking Classrooms – Ch. 7 Nix – Ch. 5	
Week 5 9/30	Math Topic: Equations & Inequalities Planning for Instruction Lesson Plan Components Launching/Enacting Lessons	Thinking Classrooms – Ch. 8 Nix – Ch. 6	**Field Experience Check-In (reminder to complete: log sheet; a minimum of 3 critical incidents reflection forms to help write your 4-5pg culminating paper) Class Workshop: Problem Lead
Week 6 10/7	Planning for Instruction Reflecting & Effectively Summarizing Lessons Role of Assessment Types of Assessment Referencing Learning Objectives & Curricular Standards	Thinking Classrooms – Ch. 12, 13, & 14	

Week 7 10/21	Planning for Instruction Lesson Preparation Protocol (Preparing to Teach)	Thinking Classrooms – Ch. 10 Nix – Ch. 7	
Week 8 10/28	Establishing a Learning Environment Conducive to Student Engagement Instructional Design Classroom Setup Virtual Apps	Thinking Classrooms – Ch. 3 & 4	Class Workshop: Problem Lead
Week 9 11/4	Establishing a Learning Environment Conducive to Student Engagement Manipulatives, Differentiation	Thinking Classrooms – Ch. 11 Nix – Chapter 8	**Field Experience Check-In (reminder to complete: log sheet; a minimum of 3 critical incidents reflection forms to help write your 4-5pg culminating paper)
Week 10 11/11	Establishing a Learning Environment Conducive to Student Engagement Role of Discourse Effective Questioning Cooperative Learning	Thinking Classrooms – Ch. 2 & 5	Class Workshop: Lesson Plan
Week 11 11/18	Facilitating Productive Struggle	Thinking Classrooms – Ch. 9	
Week 12 11/25	Leading through Learning		Discussion and Critique of Secondary Math Lesson Plan

			Class Workshop: Lesson Plan
Week 13 12/2	Problem Lead Presentations, Group A		Field Work Assignments
Week 14 12/9	Problem Lead Presentations, Group B Transitioning to Methods 2 Revisiting our Mathematics Autobiographies		Problem Lead Presentations Upload, Group A Problem Lead Presentations Upload, Group B Final upload of all assignments

Note: Faculty reserves the right to alter the schedule as necessary, with notification to students.

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 https://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 https://ds.gmu.edu/).

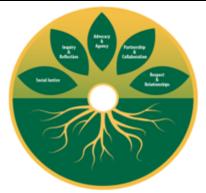- Students must silence all sound emitting devices during class unless otherwise authorized by the instructor.

Campus Resources

- Support for submission of assignments to Via should be directed to viahelp@gmu.edu or https://cehd.gmu.edu/aero/assessments. Questions or concerns regarding use of Blackboard should be directed to https://its.gmu.edu/knowledge-base/blackboard-instructional-technology-support-for-students/.

- For information on student support resources on campus, see https://ctfe.gmu.edu/teaching/student-support-resources-on-campus

Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking:

As a faculty member, I am designated as a "Responsible Employee," and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason's Title IX Coordinator per University Policy 1202. If you wish to speak with someone confidentially, please contact one of Mason's confidential resources, such as Student Support and Advocacy Center (SSAC) at 703-380-1434 or Counseling and Psychological Services (CAPS) at 703-993-2380. You may also seek assistance from Mason's Title IX Coordinator by calling 703-993-8730, or emailing titleix@gmu.edu.

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

The Secondary Education (SEED) Program "Seeds"

As illustrated by the model above, the SEED program is guided by five "Seeds" or principles that students are expected to understand and learn to apply in their teaching and professional lives: Social Justice, Inquiry and Reflection, Advocacy and Agency, Partnership and Collaboration, and Respect and Relationship. SEED students address each Seed in a developmental fashion, twice during their licensure program and once again during the master's teacher research capstone experience:

- Each Seed is introduced and students demonstrate initial understandings and consider initial applications to teaching of the Seeds (as determined by the program, course instructor) during one of the five pre-licensure courses (Foundations, Methods I, Human Development, Methods II, Content Literacy)
- All five Seeds are revisited and students demonstrate deeper conceptual understandings of and identify applications to their teaching of the Seeds (in a manner they determine) during internship and internship seminar
- All five Seeds are explored more deeply, and students demonstrate mastery understandings of, applications to their teaching and teaching inquiries (via their teacher research Methodologies), and future integrations of the Seeds into their teaching and teaching inquiries (via their teacher research Discussions)

Course	Seed/Definition	Key Assignment Description

	Advocacy and Agency	Teacher Candidate Digital Portfolio
Foundations of Secondary Education	The SEED program educates teachers to develop a commitment to advocating for and developing agency in every young person. Teachers' advocacy activities begin with pedagogical interactions and extend into school and community contexts. Similarly, teachers' consideration of youths' agency begins with enabling them to act independently and make choices in their own best interests—in the classroom and beyond.	This digital portfolio is a website the teacher candidate creates to begin assembling products and artifacts that illustrate their emerging philosophy of teaching, experiences designing instructional materials, interviews and reflections from clinical experiences, and professional documents such as resumes and work experience. Pieces that teacher candidates add to the digital portfolio demonstrate their agency as educators inside and outside of classrooms, candidates' advocacy of critical issues relevant to secondary education, and candidates' thinking on how educators, their learners, policy makers, and community members all have different agency in making choices related to secondary education.

	Social Justice	Lesson Plan
Methods I	The SEED program educates teachers to develop a commitment to social justice. Such a commitment encompasses the belief that all members of our school, university, and broader communities can contribute to disrupting inequitable interactions, practices, and structures, with a focus on enhancing each individual's opportunity to learn and succeed. Social justice is also closely aligned with "equity," which involves the implementation of anti-oppressive and antiracist interactions, practices, and structures that ensure that every individual has an unbiased, impartial, responsive, and appropriately-scaffolded opportunity for academic and professional success.	Using a provided format, the lesson plan must include objectives, standards, instructional plans, assessments, classroom layout(s), a teacher script, and all materials that would be given to students as part of the lesson. The lesson must demonstrate the teacher candidate's ability integrate justice concepts/content into their instruction.
Human Development and Learning	**Relationships with and Respect for Youth** The SEED program educates teachers to develop relationships with and respect for youths. When a school culture promotes respect, support for students' identities, senses of belonging, and tolerance, students are able to work as active participants in the classroom and the community. Secondary teachers who create a welcoming environment in their classrooms; who strive to know and honor students' backgrounds, preferences, and perspectives; who build relationships with young people based on trust and mutual understanding; and who connect curriculum to students' cultures hold key to effective instruction. Their instruction will contribute to developing unique individuals who will be able to connect their life experiences to learning.	**Case Study/Student Application Project** The case study/student application project is a summative assessment of the teacher candidate's ability to use psychological theory to analyze problems in a classroom and practice approaches a thoughtful, ethically principled teacher would use to solve problems. The case study/student applicant project must demonstrate the teacher candidate's understanding of how and why teachers can use psychological theories and principles to develop relationships with and demonstrate respect for youths, with an ultimate goal of enhancing adolescents' school and life success.

Methods II	**Inquiry and Reflection** The SEED program educates teachers who appreciate and know how to ask questions about their practices and who are critically reflective of their pedagogies, empowered by evidence. The ability to inquire and reflect on one's teaching practice is foundational to educators' ongoing and self-directed professional growth across their professional lifespans. Educators who can inquire into and consistently implement effective instructional practices--and who can critically reflect on and evaluate their pedagogies--will be the most responsive teachers and will best inspire students to learn.	**Unit Plan/Lesson Implementation** Teacher candidates will use the "backwards design" process to develop a plan for teaching a unit which actively involves students in meaningful learning; individualizes learning to accommodate the strengths and needs of students; and provides authentic assessments. Unit plans will include objectives, a calendar, and an outline of each day in the unit. One lesson of the unit must be taught/co-taught in the teacher candidate's clinical experience classroom, and the unit plan and lesson implementation must demonstrate the candidate's understanding of how and why teachers use inquiry and reflection to improve their pedagogical practices and enhance student learning.
Content Literacy	**Collaboration and Partnership** The SEED program educates teachers who value collaborative engagement in learning and teaching and supporting collaboration through different forms of partnership. Collaboration takes on many forms, including collaboration amongst teacher candidates and their peers, course instructors and faculty advisors, mentor teachers in schools, their students and their students' families and caregivers, and amongst experts in their fields of teaching. These collaborations occur through a shared understanding of partnership. By spanning multiple boundaries, the SEED program supports partnerships with local schools and their divisions, with state and national professional associations, and with international experiences in other countries.	**Disciplinary Literacy Inquiry Project** Teacher candidates complete an inquiry into methods of supporting students' comprehension in their respective content areas. Using resources from class and peer-reviewed articles, candidates develop an understanding of how to guide and deepen students' comprehension, addressing questions including "Why is it important to be literate in our respective subject areas?". The inquiry project must demonstrate the candidate's understanding of how why teachers collaborate with other education professionals, students, families and caregivers and others to support students' subject area comprehension and literacy learning.
Internship and Internship Seminar	**All SEED Seeds: Applications to Teaching** All five Seeds are revisited and students demonstrate deeper conceptual understandings of and identify applications to their teaching of the Seeds during internship and internship seminar.	
Teacher Research (for Master's students only)	**All SEED Seeds: Applications to Teaching and Teaching Inquiries** All five Seeds are explored more deeply, and students demonstrate mastery understandings of, applications to their teaching and teaching inquiries (via their teacher research Methodologies), and future integrations of the Seeds into their teaching and teaching inquiries (via their teacher research Discussions)	

Common Policies Affecting All Courses at George Mason University
Updated August 2024

These four policies affect students in all courses at George Mason University. This Course Policy Addendum must be made available to students in all courses (see Catalog Policy AP.2.5).

Additional policies affecting this course, and additional resources or guidance regarding these policies, may be provided to students by the instructor.

Academic Standards

Academic Standards exist to promote authentic scholarship, support the institution's goal of maintaining high standards of academic excellence, and encourage continued ethical behavior of faculty and students to cultivate an educational community which values integrity and produces graduates who carry this commitment forward into professional practice.

As members of the George Mason University community, we are committed to fostering an environment of trust, respect, and scholarly excellence. Our academic standards are the foundation of this commitment, guiding our behavior and interactions within this academic community. The practices for implementing these standards adapt to modern practices, disciplinary contexts, and technological advancements. Our standards are embodied in our courses, policies, and scholarship, and are upheld in the following principles:

- **Honesty:** Providing accurate information in all academic endeavors, including communications, assignments, and examinations.

- **Acknowledgement:** Giving proper credit for all contributions to one's work. This involves the use of accurate citations and references for any ideas, words, or materials created by others in the style appropriate to the discipline. It also includes acknowledging shared authorship in group projects, co-authored pieces, and project reports.

- **Uniqueness of Work:** Ensuring that all submitted work is the result of one's own effort and is original, including free from self-plagiarism. This principle extends to written assignments, code, presentations, exams, and all other forms of academic work.

Violations of these standards—including but not limited to plagiarism, fabrication, and cheating—are taken seriously and will be addressed in accordance with university policies. The process for reporting, investigating, and adjudicating violations is outlined in the university's procedures. Consequences of violations may include academic sanctions, disciplinary actions, and other measures necessary to uphold the integrity of our academic community.

The principles outlined in these academic standards reflect our collective commitment to upholding the highest standards of honesty, acknowledgement, and uniqueness of work. By adhering to these principles, we ensure the continued excellence and integrity of George Mason University's academic community.

Student responsibility: Students are responsible for understanding how these general expectations regarding academic standards apply to each course, assignment, or exam they participate in; students should ask their instructor for clarification on any aspect that is not clear to them.

Accommodations for Students with Disabilities

Disability Services at George Mason University is committed to upholding the letter and spirit of the laws that ensure equal treatment of people with disabilities. Under the administration of University Life, Disability Services implements and coordinates reasonable accommodations and disability-related services that afford equal access to university programs and activities. Students can begin the registration process with Disability Services at any time during their enrollment at George Mason University. If you are seeking accommodations, please visit https://ds.gmu.edu/ for detailed information about the Disability Services registration process. Disability Services is located in Student Union Building I (SUB I), Suite 2500. Email: ods@gmu.edu. Phone: (703) 993-2474.

Student responsibility: Students are responsible for registering with Disability Services and communicating about their approved accommodations with their instructor *in advance* of any relevant class meeting, assignment, or exam.

FERPA and Use of GMU Email Addresses for Course Communication

The Family Educational Rights and Privacy Act (FERPA) governs the disclosure of education records for eligible students and is an essential aspect of any course. **Students must use their GMU email account** to receive important University information, including communications related to this class. Instructors will not respond to messages sent from or send messages regarding course content to a non-GMU email address.

Student responsibility: Students are responsible for checking their GMU email regularly for course-related information, and/or ensuring that GMU email messages are forwarded to an account they do check.

Title IX Resources and Required Reporting

As a part of George Mason University's commitment to providing a safe and non-discriminatory learning, living, and working environment for all members of the University community, the University does not discriminate on the basis of sex or gender in any of its education or employment programs and activities. Accordingly, **all non-confidential employees, including your faculty member, have a legal requirement to report to the Title IX Coordinator, all relevant details obtained directly or indirectly about any incident of Prohibited Conduct** (such as sexual harassment, sexual assault, gender-based stalking, dating/domestic violence). Upon notifying the Title IX Coordinator of possible Prohibited Conduct, the Title IX Coordinator will assess the report and determine if outreach is required. If outreach is required, the individual the report is about (the "Complainant") will receive a communication, likely in the form of an email, offering that person the option to meet with a representative of the Title IX office.

For more information about non-confidential employees, resources, and Prohibited Conduct, please see University Policy 1202: Sexual and Gender-Based Misconduct and Other Forms of Interpersonal Violence. Questions regarding Title IX can be directed to the Title IX Coordinator via email to TitleIX@gmu.edu, by phone at 703-993-8730, or in person on the Fairfax campus in Aquia 373.

Student opportunity: If you prefer to speak to someone *confidentially*, please contact one of Mason's confidential employees in Student Support and Advocacy (SSAC), Counseling and Psychological Services (CAPS), Student Health Services (SHS), and/or the Office of the University Ombudsperson.