	Course	**OPRE 3360.003: Managerial Methods in Decision Making Under Uncertainty**
	Professor	A. Serdar Simsek
	Term	Spring 2022
	Meetings	Monday 1:00pm – 3:45pm, JSOM 2.801 [We will meet at **MS Teams** on January 24 and January 31]

PROFESSOR'S CONTACT INFORMATION

Office Location	JSOM 3.227
Email Address	serdar.simsek@utdallas.edu
Online Office Hours	Thursday 4pm – 5pm or by appointment
Other Information	Please include "OPRE 3360" in the title of your email to ensure my timely response.
TA	Mohammad Amin Farzaneh, mohammadamin.farzaneh@utdallas.edu

COVID-19 GUIDELINES AND RESOURCES

The information contained in the following link lists the University's COVID-19 resources for students. Please see http://go.utdallas.edu/syllabus-policies.

GENERAL COURSE INFORMATION

Pre-Requisites	MATH 1325 or MATH 2413 or MATH 2417.
Other Restrictions	OPRE 3360 and STAT 3360 cannot both be used to fulfill degree requirements.
Course Description	Introduces the concepts of probability and statistics to managerial decision making. Concepts will be developed in lecture and exercises using software packages. Topics include: summarizing and presenting data, probability theory, sampling, estimation, confidence intervals, hypothesis testing, regression, and ANOVA. Emphasis will be given to modeling and solving business problems in finance, marketing, accounting, and operations management.
Learning Outcomes	On successful completion of this course a student will be able to use the tools of probability and statistical modeling to support business decisions. Specifically, she/he (i) can quantify uncertainty found in business situations and form probabilistic knowledge, (ii) estimate the key metrics based on data and test hypotheses about business realities using data, and (iii) build a statistical model of uncertain business realities for insight gathering and prediction.
Required Texts & Materials	Anderson, D., Sweeney, D. and Williams, T. "Modern Business Statistics with Microsoft Office Excel," 6th ed. (with MindTap) You will need to purchase at least the digital version of this required text because your individual assignments will be completed on MindTap. Subscription to Cengage Unlimited costs $119 per semester and it allows you to access our textbook and **MindTap** homeworks online (in addition to all other Cengage

content). With the subscription, you also have the option of a $7.99 print rental of the text book.

Please use the link on eLearning to purchase the required text. Student quick start guide link: https://www.cengage.com/coursepages/The_OPRE3360Spring2022

Other Texts, Readings & Materials

Other materials and lecture notes will be posted on eLearning.

If students would like to read another textbook, the following is recommended:

- (Optional) Groebner, D., Shannon, P. and Fry, P. "Business Statistics: A Decision-Making Approach," 9th ed.

The required textbook, lecture notes, and other materials posted on eLearning should be sufficient for the students to learn the material. This optional textbook is not required.

COURSE POLICIES

Grading (credit) Criteria

The total score (100 points) will be made up of five parts.

- **MindTap assignments (30%).** Most individual assignments are due NOON on the day of Tuesday lecture and should be completed via the MindTap system. You can attempt up to 3 different versions of each question and will receive immediate grading and feedback. **The lowest assignment grade will be dropped at the end of the semester.**
- **Assessment assignment (10%).** A single homework assignment that will be posted on eLearning during Week 11.
- **TEST I (25%).**
- **TEST II (30%).**
- **Class participation (5%).**
- Class attendance is highly encouraged. There will be 5-minute pop quizzes at the **beginning** of some randomly selected classes. These quizzes will not be graded and will be used only for the purpose of attendance record. If you must miss a class because of an emergency you will have to contact the professor in advance for permission and provide proof, and you may need to meet with the professor individually to make up the class. You are also expected to actively participate in class. Active participation includes asking questions about the lecture content when it is not clear to you and answering the questions the professor asks in class. I will occasionally use cold calls to increase the participation level. I reserve the right to use my discretion in class participation score based on your "active participation".

Letter grade You will be evaluated relative to your classmates.

Make-Up Exams **NO** make-up exam will be offered except in case of medical emergency (proof required).

Extra Credit Extra credit will **NOT** be offered.

Late Work **NO** late assignments will be accepted except in case of medical emergency (proof required).

Technical Requirements

In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience. Please review the important technical requirements on the Getting Started with eLearning webpage.

Course Access and Navigation

This course can be accessed using your UT Dallas NetID account on the eLearning website.

Please see the course access and navigation section of the Getting Started with eLearning webpage for more information.

To become familiar with the eLearning tool, please see the Student eLearning Tutorials webpage.

UT Dallas provides eLearning technical support 24 hours a day, 7 days a week. The eLearning Support Center includes a toll-free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service.

Communication

This course utilizes online tools for interaction and communication. Some external communication tools such as regular email and a web conferencing tool may also be used during the semester. For more details, please visit the Student eLearning Tutorials webpage for video demonstrations on eLearning tools. Student emails and discussion board messages will be answered within 3 working days under normal circumstances.

Server Unavailability or Other Technical Difficulties

The University is committed to providing a reliable learning management system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the online eLearning Help Desk. The instructor and the eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

Class Participation

Regular class participation is expected regardless of course modality. Students who fail to participate in class regularly are inviting scholastic difficulty. A portion of the grade for this course is directly tied to your participation in this class. It also includes engaging in group or other activities during class that solicit your feedback on homework assignments, readings, or materials covered in the lectures (and/or labs). Class participation is documented by faculty. Successful participation is defined as consistently adhering to University requirements, as presented in this syllabus. Failure to comply with these University requirements is a violation of the Student Code of Conduct.

Classroom Citizenship

Online classes begin on time. Please maintain online class decorum and be respectful toward fellow students. If you have a doubt or misunderstanding regarding course work feel free to discuss it with me.

Software

The course will involve extensive use of Microsoft Excel, and in particular the data-analysis tool pack (a native Excel add-in). The use of each tool will be

discussed in class but basic familiarity (such as copy and paste, entering formulae) with Microsoft Excel is assumed. I expect that students will use Excel 2010 or 2013 (preferred). In case some students may have laptops with Office 2007, the lecture notes, classroom demonstrations, and screen shots will utilize features common for all versions of Excel.

Mac Support Microsoft Office 2011 for Mac does NOT have the same statistical tools that Office 2013 for Windows has. In particular, Office for Mac does not have regression tools (which we will be using in Module III). I recommend that students with Mac install Microsoft Office for Windows. As a UTD student, you are eligible to buy a student version at a deeply discounted price: check with the university technology store.

STRATEGIES FOR SUCCESS

1. **Class preparation:**

   The main topics, reading assignments, and suggested problems will posted on eLearning. In each class you will be expected to:

   a) Complete required readings and skim lecture notes (prior to class) if you have time.
   b) Print a hardcopy of the lecture notes for each class and bring it with you to take additional notes.
   c) Do all required Excel pre-work assignments prior to class and bring a laptop for Module III.
   d) Solve the suggested self-assessment problems in the Practice Problem Set **assigned for each class** (before and after class).
   e) Read the appropriate portions of the textbook (before and after class).

   I understand that you have limited time. However, I strongly urge you to devote adequate time to the course since this is not material you can cram over a day or two. If you are pressed for time for specific classes, prioritize your class preparation in the order given above.

2. **Practice problem sets**

   There are sets of self-assessment practice problems for each lecture starting from Week 2. To maximize your learning, attempt the self-assessment exercises for each lecture soon after the lecture, and review your lecture notes or seek help if you find yourself unable to complete the exercises.

3. **Workload expectation:**

   The key to competence is **PRACTICE**. You will be given the opportunity to work on many practice problems in this course.

   Note that university guidelines recommend that you study 2-3 hours per week for every credit hour in which you are enrolled. University expectations suggest you spend **6-9 hours** outside of class every week on homework and studying for this course.

   A rule of thumb for time requirements is that I expect students will spend approximately 3 hours preparing for and reviewing each class, with additional time spent solving the practice problems and preparing for exams. Trimming this time input will diminish the

value of the educational experience for everyone. Please recognize the importance of advance preparation, and begin now to level-load your course time input.

4. **How to get help:**

   In addition to my office hours, a TA will be available for additional office hours for those students who need help. This course is cumulative and moves rapidly. **DO NOT FALL BEHIND**! It is recommended that you see your instructor **immediately for any difficulties.**

TENTATIVE COURSE OUTLINE AND EXAMS CALENDAR

I will attempt to stick to this schedule as much as possible, although I reserve the right to modify the lecture contents and homework due dates depending on the evolution of the course. Sufficient notice will be given for any changes.

ORPE 3360.003 Spring 2022 Course Outline

Week	Date	Lecture Topics
1	Jan 24	Course overview and introduction to data description
2	Jan 31	Introduction to probability
3	Feb 7	Working with random variables
4	Feb 14	Discrete random variables and binomial distribution
5	Feb 21	Continuous random variables and normal distribution
	Feb 28	**TEST I – NO REGULAR CLASS MEETING**
6	March 7	Sampling distributions and introduction to inference
	Mar 14	**NO CLASSES: Spring break**
7	Mar 21	Confidence intervals
8	Mar 28	Hypothesis test and introduction to statistical models
9	Apr 4	Covariance, correlation, and simple linear regression
10	Apr 11	Simple linear regression II
11	Apr 18	Multiple regression and multicollinearity
12	Apr 25	Dummy variables, applications and course review
	May 2	**TEST II – NO REGULAR CLASS MEETING**

TENTATIVE COURSE OUTLINE

The following pages list a lecture-by-lecture outline of the entire course. The learning objective, readings, and required and suggested assignments for each lecture are listed. To help you maximize your learning from the lectures and prepare for the two tests, I have assigned a number of individual assignments and practice problems for each class.

I will attempt to stick to this schedule as much as possible, although I reserve the right to modify the lecture contents depending on the evolution of the course. Sufficient notice will be given for any changes.

To help you manage your time efficiently I have categorized the activities on the to-do list into mandatory (√) and optional (▪). I strongly encourage that you complete mandatory activities before or immediately after each class.

ORPE 3360.003 Daily Course Schedules

Module I: Describing and Measuring Data and Uncertainty

Week 1: Course overview and introduction to data description

Learning objectives for this unit:

- Understand the definition and classification of data
- Understand the scale of measurement
- Learn how to summarize data for a categorical variable using graphical methods
- Learn how to summarize data for a quantitative variable using graphical methods

Preparation:

- ✓ Required reading: **super important!** Carefully review the course syllabus and plan!
- ✓ Required reading: read class synopsis, cases, and lecture notes.
- ▪ Text reading: Chap 1: 1.1, 1.2, 1.4–1.7, p. 1–10, 14–22; Chap 2: 2.1, 2.2 (skip dot plot and stem-and-leaf display), p. 38–45, 49–58.
- ▪ Optional reading or skim: *For Today's Graduate, Just One Word: Statistics*, The New York Times
- ▪ Optional reading or skim: *Are you ready for the era of big data?*, McKinsey Global Institute

After-class:

- ✓ Must-do: read the *Review of Quantitative and Excel Skills* (posted on eLearning).
- ✓ Required assignment: login to MindTap and enter your personal key. Complete the 1st individual assignment before **NOON on Jan 31**.

Week 2: Introduction to probability

Learning objectives for this unit:

- Understand random events, probability spaces, and the basic laws of probability.

Preparation:

- ✓ Required reading: read class synopsis, cases, and lecture notes.
- ▪ Text reading: Chap 2: 2.3, p. 66–73; Chap 4: 4.1–4.4, p. 181–190 (skip the combination and permutation on p.186–187), 192–194, 196–200, 203–207.

After-class:

- ✓ Required assignment: login to MindTap and enter your personal key (if you have not done so). Complete the 2nd individual assignment in MindTap before **NOON on Feb 7**.
- ✓ Must-do: Practice Problem Set 1: 1, 2, 3, 4, 5, 6

Week 3: Working with random variables

Learning objectives for this unit:

- Understand the concept of a random variable and its probability distribution.

Preparation:

- ✓ Required reading: read class synopsis, cases, and lecture notes.
- ▪ Text reading: Chapter 5: 5.1, 5.2 (skip discrete uniform distribution), 5.3, 5.4 (skip Covariance and Correlation for now and focus on cases where the random variables are independent. When random variables X and Y are independent, covariance $\sigma_{xy} = 0$ and correlation $\rho_{xy} = 0$. We will come back to discuss covariance and correlation in Module III), p. 227–229, 236–239, 246–247.

After-class:

- ✓ Required assignment: complete the 3rd individual assignment in MindTap before **NOON on Feb 14**.
- ✓ Must-do: Practice Problem Set 1: 9, 10, 11, 19–27.

Week 4: Discrete random variables and binomial distribution

Learning objectives for this unit:

- Learn how binomial distribution applies in business decision problems.
- Learn the difference between discrete and continuous random variables.

Preparation:

- ✓ Required reading: read class synopsis, cases, and lecture notes.
- ▪ Text reading: Chapter 5: 5.5, p. 252–260.

After-class:

- ✓ Required assignment: complete the 4th individual assignment in MindTap before **NOON on Feb 21**.
- ✓ Must-do: Practice Problem Set 1: 7, 8, 12–18.

Week 5: Continuous random variables and normal distribution.

Learning objectives for this unit:

- Learn how normal distribution applies in business decision problems.
- Preview the Central Limit Theorem.
- Learn types of data available and how to collect data.

Preparation:

- ✓ Required reading: read class synopsis, cases, and lecture notes.
- ▪ Text reading: Chapter 6: 6.2, p. 286–298.

After-class:

- ✓ Required assignment: complete the 5th individual assignment in MindTap before **NOON on Feb 28**.
- ✓ Must-do: Practice Problem Set 1: 28-34.

Review Session for TEST I: A review session will be provided at the regular class meeting time on Monday, February 21.

The test will be held at Testing Center at the first floor of the Synergy Park North 2 building --SPN2-- (3020 Waterview Parkway) on Monday, February 28 in any 2 hour 30 minutes time period from 8:30am to 9pm. Note that the exam location is NOT the regular classroom. Registration for seat reservation closes 72 hours prior to exam date!

TEST I covers the first course module. For preparation, review lecture notes, all your individual assignments, and solve Practice Test I.

Module II: Statistical Inference and Hypothesis Testing

Week 6: Sampling distributions and introduction to inference

Learning objectives for this unit:

- Explore why sampling leads to errors.
- Learn the concept of sampling error and its distribution.

Preparation:

- ✓ Required reading: read class synopsis, cases, and lecture notes.
- ▪ Text reading: Chap 3: 3.1 (skip weighted mean and geometric mean), 3.2, p. 108–112, 117-120, 125–132. Chap 7: 7.1–7.6, p. 313–321, 322–324, 326–337, 339–342.
- ▪ Optional reading or skim: article from The New York Times: *Risk Mismanagement: What led to the financial meltdown.*

After-class:

- ✓ Required assignment: complete the 6th individual assignment in MindTap before **NOON on March 21**.
- ✓ Must-do: Practice Problem Set 2: 1, 2, 3, 4, 5, 6, 7.

Week 7: Confidence interval and hypothesis test

Learning objectives for this unit:

- Learn to construct a confidence interval for a population parameter (mean or proportion).
- Learn how to formulate null and alternative hypotheses.
- Understand the p-value for a hypothesis test and how to compute it.

Preparation:

- ✓ Required reading: read class synopsis, cases, and lecture notes.
- ▪ Text reading: Chap 8: 8.1–8.4, p. 354–361, 362–370, 373–374, 376–380.

After-class:

- ✓ Required assignment: complete the 7th individual assignment in MindTap before **NOON on March 28**.
- ✓ Must-do: Practice Problem Set 2: 8, 9, 11, 12, 14.

Week 8: Hypothesis test and introduction to statistical models

Learning objectives for this unit:

- Apply hypothesis test in business decision making.
- Understand the need and use of statistical models.
- Learn how to perform preliminary analysis.

Preparation:

- ✓ Required reading: read class synopsis, cases, and lecture notes.
- ▪ Text reading: Chap 9: 9.1–9.4, p. 394–398, 399–400, 401–414, 417–423.

After-class:

- ✓ Required assignment: complete the 8th individual assignment in MindTap before **NOON on April 4**.
- ✓ Must-do: Practice Problem Set 2: 15, 16, 17, 18, 20, 25, 26, 27, 28, 29, 30.

Module III: From Data to Insights: Statistical Modeling and Regression Analysis

Week 9: Covariance, correlation, and simple linear regression

Learning objectives for this unit:

- Be able to establish the relationship between two variables.
- Learn the simple linear regression model.

Preparation:

- ✓ Required reading: read class synopsis and mini-cases.
- ✓ Must-do: download the data files to your laptop.
- ▪ Text reading: Chap 2: 2.4 (scatter diagram and trendline), p. 78–81; Chap 3: 3.5, p. 148–156; Chap 5: 5.4, p. 242–249; Chap 14: 14.1–14.2, 14.7 (use Excel for regression), p. 606–616, 649–650.

After-class:

- ✓ Required assignment: complete the 9th individual assignment in MindTap before **NOON on April 11**.
- ✓ Must-do: Practice Problem Set 3: 1, 4, 5, 6, 7, 8, 16, 19, 20.

Week 10: Simple linear regression II

Learning objectives for this unit:

- Understand how regression can be used to estimate population parameters.
- Determine whether a regression model is significant using sample data.
- Learn how the regression can be applied to estimate the beta coefficient of a stock.

Preparation:

- ✓ Required reading: read class synopsis and mini-cases.
- ✓ Must-do: download the data files to your laptop.
- ▪ Text reading: Chap 14: 14.3–14.8 (skip Using Excel to Compute the Coefficient of Determination, Standard Residuals, Using Excel to Construct a Residual Plot, and Normal Probability Plot), p. 622–626, 630–639, 641–646, 650–653, 656–660.

After-class:

- ✓ Required assignment: complete the 10th individual assignment in MindTap before **NOON on April 18**.
- ✓ Must-do: Practice Problem Set 3: 2, 3, 9, 10, 11, 12, 13, 14.

Week 11: Multiple regression and multicollinearity

Learning objectives for this unit:

- Apply multiple regression analysis to business applications.
- Understand the causes, symptoms, and remedies for multicollinearity.

Preparation:

- ✓ Required reading: read class synopsis and mini-cases.
- ✓ Must-do: download the data files to your laptop.
- ▪ Text reading: Chap 15: 15.1–15.6, 15.8, p. 693–701, 706–707, 709–715, 717–718, 728–731.

After-class:

- ✓ Required assignment: complete the 11th individual assignment in MindTap before **NOON on April 25**.

Week 12: Dummy Variables and Applications

Learning objectives for this unit:

- Understand the use of dummy variables.
- Apply multiple regression analysis with dummy variables to business applications.

Preparation:

- ✓ Required reading: read class synopsis and mini-cases.
- ✓ Must-do: download the data files to your laptop.
- ▪ Text reading: Chap 15: 15.7, p. 720–725.

After-class:

- ✓ Required assignment: **complete the assessment assignment before NOON on Apr 28**. For instructions please see eLearning.

Review Session for TEST II: A review session will be provided at the regular class meeting time on Monday, April 25.

TEST II: The test will be held at Testing Center at the first floor of the Synergy Park North 2 building --SPN2-- (3020 Waterview Parkway) on Monday, May 2 in any 2 hour 30 minutes time period from 8:30am to 9pm. Note that the exam location is NOT the regular classroom. Registration for seat reservation closes 72 hours prior to exam date!

TEST II covers Modules II and III. To prepare for Test II, review all your individual assignments, review lecture notes, and solve practice problems.

ACADEMIC INTEGRITY

The faculty and administration of the School of Management expect from our students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work. We want to establish a reputation for the honorable behavior of our graduates, which extends throughout their careers. Both your individual reputation and the school's reputation matter to your success.

The Judicial Affairs website lists examples of academic dishonesty. Dishonesty includes, but is not limited to cheating, plagiarism, collusion, facilitating academic dishonesty, fabrication, failure to contribute to a collaborative project and sabotage. Some of the ways students may engage in academic dishonesty are:

- Coughing and/or using visual or auditory signals in a test;
- Concealing notes on hands, caps, shoes, in pockets or the back of beverage bottle labels;
- Writing in blue books prior to an examination;
- Writing information on blackboards, desks, or keeping notes on the floor;
- Obtaining copies of an exam in advance;
- Passing information from an earlier class to a later class;
- Leaving information in the bathroom;
- Exchanging exams so that neighbors have identical test forms;
- Having a substitute take a test and providing falsified identification for the substitute;
- Fabricating data for lab assignments;
- Changing a graded paper and requesting that it be regraded;
- Failing to turn in a test or assignment and later suggesting the faculty member lost the item;
- Stealing another student's graded test and affixing one's own name on it;
- Recording two answers, one on the test form, one on the answer sheet;
- Marking an answer sheet to enable another to see the answer;
- Encircling two adjacent answers and claiming to have had the correct answer;
- Stealing an exam for someone in another section or for placement in a test file;
- Using an electronic device to store test information, or to send or receive answers for a test;
- Destroying or removing library materials to gain an academic advantage;
- Consulting assignment solutions posted on websites of previous course offerings;
- Transferring a computer file from one person's account to another;
- Transmitting posted answers for an exam to a student in a testing area via electronic device;
- Downloading text from the Internet or other sources without proper attribution;
- Citing to false references or findings in research or other academic exercises;
- Unauthorized collaborating with another person in preparing academic exercises.

- Submitting a substantial portion of the same academic work more than once without written authorization from the instructor.

http://www.utdallas.edu/judicialaffairs/UTDJudicialAffairs-Basicexamples.html

PLAGIARISM

Plagiarism on written assignments, especially from the web, from portions of papers for other classes, and from any other source is unacceptable. On written assignments, this course will use the resources of turnitin.com, which searches the web for plagiarized content and is over 90% effective.

CONDUCT DURING COURSE EXAMS

During tests and quizzes, students in this section are not allowed to have with them any food and drinks. When possible, students should sit in alternating seats, face forward at all times, and remove any clothing which might conceal eye movements, or reflect images of another's work. Exam proctors will monitor any communication or signaling between students by talking, whispering, or making sounds, or by using your hands, feet, other body movements, the test paper itself, your writing implement.

ACADEMIC DISHONESTY

Students in this course suspected of academic dishonesty are subject to disciplinary proceedings, and if found responsible, the following minimum sanctions will be applied:

- **Homework – Zero for the Assignment**
- **Quizzes – Zero for the Quiz**
- **Presentations – Zero for the Assignment**
- **Group Assignments – Zero for the Assignment for all group members**
- **Exams – Zero for the Exam and a one letter grade reduction of the final course grade**

These sanctions will be administered only after a student has been found officially responsible for academic dishonesty, either through waiving their right for a disciplinary hearing, or being declared responsible after a hearing administered by Judicial Affairs and the Dean of Student's Office.

In the event that the student receives a failing grade for the course for academic dishonesty, the student is not allowed to withdraw as a way of preventing the grade from being entered on their record. Where a student receives an F in a course and chooses to take the course over to improve their grade, the original grade of F remains on their transcript, but does not count towards calculation of their GPA.

The School of Management also reserves the right to review a student's disciplinary record, on file with the Dean of Students, as one of the criteria for determining a student's eligibility for a scholarship.

JUDICIAL AFFAIRS PROCEDURES

Under authority delegated by the Dean of Students, a faculty member who has reason to suspect that a student has engaged in academic dishonesty may conduct a conference with the student in compliance with the following procedures:

1. the student will be informed that he/she is believed to have committed an act or acts of academic dishonesty in violation of University rules;
2. the student will be presented with any information in the knowledge or possession of the instructor which tends to support the allegation(s) of academic dishonesty;

3. the student will be given an opportunity to present information on his/her behalf;
4. after meeting with the student, the faculty member may choose not to refer the allegation if he/she determines that the allegations are not supported by the evidence; or
5. after meeting with the student, the faculty member may refer the allegations to the dean of students along with a referral form and all supporting documentation of the alleged violation. Under separate cover, the faculty member should forward the appropriate grade to be assessed if a student is found to be responsible for academic dishonesty;
6. the faculty member may consult with the dean of students in determining the recommended grade;
7. the faculty member must not impose any independent sanctions upon the student in lieu of a referral to Judicial Affairs;
8. the faculty member may not impose a sanction of suspension or expulsion, but may make this recommendation in the referral documentation

If the faculty member chooses not to meet with the student and instead forwards the appropriate documentation directly to the dean of students, they should attempt to inform the student of the allegation and notify the student that the information has been forwarded to the Office of Dean of Students for investigation.

The student, pending a hearing, remains responsible for all academic exercises and syllabus requirements. The student may remain in class if the student's presence in the class does not interfere with the professor's ability to teach the class or the ability of other class members to learn. (See Section 49.07, page V-49-4 for information regarding the removal of a student from class).

Upon receipt of the referral form, class syllabus, and the supporting material/documentation from the faculty member, the dean shall proceed under the guidelines in the Handbook of Operating Procedures, Chapter 49, Subchapter C. If the respondent disputes the facts upon which the allegations are based, a fair and impartial disciplinary committee comprised of UTD faculty and students, shall hold a hearing and determine the responsibility of the student. If they find the student in violation of the code of conduct, the dean will then affirm the minimum sanction as provided in the syllabus, and share this information with the student. The dean will review the student's prior disciplinary record and assess additional sanctions where appropriate to the circumstances. The dean will inform the student and the faculty member of their decision.

COMET CREED

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:

"As a Comet, I pledge honesty, integrity, and service in all that I do."

ACADEMIC SUPPORT RESOURCES

The information contained in the following link lists the University's academic support resources for all students.

Please go to Academic Support Resources webpage for these policies.

UT DALLAS SYLLABUS POLICIES AND PROCEDURES

The information contained in the following link constitutes the University's policies and procedures segment of the course syllabus.

Please go to UT Dallas Syllabus Policies webpage for these policies.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor. Please check the course eLearning website regularly for following the announcements during the semester regarding such possible changes.