

Course Title, Course Code and section (e.g., PSYC 1201)
Course Credits
Name of Instructor
Academic Term, Course meeting days/times
Course Location/Modality
Zoom link (if applicable)
Faculty Office Hours
Faculty Office Location
Faculty Phone #
Faculty email (I will respond within 2 business days)
Academic Unit in which course is offered
Name of the Director of the Academic Unit

Please go to your Degree Audit in Self-Service to see what requirements this course fulfills for you.

Description: *[Copy and paste from Catalogue description] (use link below and replace PSYC6160 with the course code for the course (e.g., PSYC6160 would change to PSYC1201). Copy and paste the website into the syllabus to replace the below link)*

<https://selfservice.fdu.edu/Student/Student/Courses/Search?keyword=PSYC6160>

Objectives: *[Enter Course Objectives]*

Core Competencies: *[OPTIONAL unless required by accreditor: Enter Course Competencies]*

Readings:

[Insert Course Textbook and Readings]

Assessment of Learning

1. *[Insert Assessment of Learning]*

Course Grading: *[Insert Assignments and Grading]*

<u>Assignment</u>	<u>Points</u>
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<u>Total Points:</u>	
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- **Breakdown of Grades:** *[Insert Grading breakdown by letter grade]*
 - [University Grading System and Grade Points](#)

Course and University Policies:

- 1) **Attendance and Participation**
 - a. *[Insert Attendance and Participation Policy]*
- 2) **Resources for Student Success**

- a. Students in this course are invited to reach out to one or more of our [student support offices](#) for support in this course, other courses, or any aspect of their FDU experience.
- b. In addition, any student with a concern who does not know where to turn may reach out to the Chief Student Experience Officer on the relevant campus. Here at the [*Florham / Metro / Vancouver*] Campus, our Chief Student Experience Officer is [*list just your campus Chief Student Experience Officer below*]:
 - i. Metro Campus: Rashard Mills, rashard_mills@fdu.edu, 201-692-2045
 - ii. Florham Campus: Traci Banks, traci161_banks@fdu.edu, 973-443-8935
 - iii. Vancouver Campus: Jobin Mojtabavi, jobin_mojtabavi@fdu.edu, 604-648-4465

3) University Policies

- a. Students in this course are advised to click on this [NJ Policies](#) to see all the academic policies relevant to this course. In order to save paper, these policies are not published in each course syllabus. These policies include:
 - i. Academic Honesty and Integrity
 - ii. Attendance (Academic Regulations section of Student Handbook)
 - iii. Chosen Name Policy
 - iv. Diversity, Equity, Inclusion, and Accessibility (DEIA) Commitment Statement
 - v. Grade Appeal Procedure
 - vi. Policy on Prohibited Discrimination, Harassment, and Related Misconduct / FERPA
 - vii. Statement on Sexual and Gender Identity
 - viii. University Statement of Accommodation

4) AI Policy [*Optional: [Suggested AI Policies and Statements](#)*]

- a. Generative AI tools are allowed under specified circumstances, contingent upon acknowledgment
 - i. As the technological world grows, I want to work with you to help you build technological literacy skills. To this end, I see emerging technologies, such as generative AI, as useful in the learning process in this course but not as replacements for your own creativity and achievements. Thus, I have crafted this course to give you space and tools to explore various ways of engaging AI in your own process of study. To the best of my ability, I will work to help you learn when it is appropriate to use generative and other AI tools, to what extent you can engage with AI without entering ethically murky waters, and where the boundary between your work and AI generated work is. My goal is to prepare you to engage with current and future technologies in a thoughtful, critical, and productive way.
- b. Acceptable Level of Use: To what extent can I use AI in this course?
 - i. You may use generative AI tools in specific contexts within this course, provided that their use is acknowledged and appropriate. You may use generative AI tools for initial stages of the learning process including brainstorming, idea generation, and creative exploration. They may also be utilized to assist in drafting initial concepts or generating supplementary materials such as summaries or notes.
- c. Rationale: How was the acceptable level of use determined?

- i. The primary goal of permitting the use of generative AI tools is to encourage your experimentation, exploration, and creativity in the learning process. You are encouraged to use these tools as learning aids to enhance your understanding and engagement with course material.
- d. Student Responsibility: What am I responsible for? What do I need to know?
 - i. You are expected to acknowledge your use of generative AI tools for any purpose within this course. This includes indicating the specific tool used and its role in your creative process. While generative AI tools can be valuable aids, they are not a substitute for your independent thinking and creativity. You should use these tools as supplements to your own ideas and insights, rather than relying on AI-generated content.
- e. Instructor Responsibility: How will my instructor assess my work?
 - i. I reserve the right to specify additional guidelines or restrictions on the use of generative AI tools throughout the course. In addition to the assessment modes established for grading your work, I will assess your work for originality. Please consult with me to ensure that your work is utilizing generative AI tools ethically as well as within the bounds of permissible use.
- f. Academic Integrity: How can I use AI responsibly in this course?
 - i. It is your responsibility to ensure that your use of generative AI tools complies with academic integrity standards. Any attempt to misrepresent AI-generated content as original work will be considered a violation of the Academic Integrity Policy. If you are unsure, please consult with me in advance.

Schedule of Classes

[Insert Schedule of class meetings]

<u>Date</u>	<u>Topic</u>	<u>Chapter</u>
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This syllabus is a guide to our learning this semester. At any time, the instructor may deem it necessary to adjust the schedule of topics and assignments and will communicate with students accordingly.