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|  FLORIDA ATLANTIC UNIVERSITY | COURSE CHANGE REQUEST Undergraduate Programs | | UUPC Approval <u>2/24/25</u> UFS Approval _____ SCNS Submittal _____ |
| | Department Management Programs College Business | | Confirmed _____ Banner Posted _____ Catalog _____ |
| Current Course Prefix and Number HSA4109 | | Current Course Title Managed Care | |
| Syllabus must be attached for ANY changes to current course details. See <u>Template</u> . Please consult and list departments that may be affected by the changes; attach documentation. | | | |
| Change title to: Change prefix From: To: Change course number From: To: Change credits* From: To: Change grading From: To: Change WAC/Gordon Rule status** Add <input type="checkbox"/> Remove <input type="checkbox"/> Change General Education Requirements*** Add <input type="checkbox"/> Remove <input type="checkbox"/> <small>*See <u>Definition of a Credit Hour</u>.</small> <small>**WAC/Gordon Rule criteria must be indicated in syllabus and approval attached to this form. See <u>WAC Guidelines</u>.</small> <small>***GE criteria must be indicated in syllabus and approval attached to this form. See <u>Intellectual Foundations Guidelines</u>.</small> | | Change description to: Change prerequisites/minimum grades to: Remove HSA4110 (Health Care Organization & Administration) as a prerequisite. Change corequisites to: Change registration controls to: Please list existing and new pre/corequisites, specify AND or OR and include minimum passing grade (default is D-). | |
| Effective Term/Year for Changes: Fall 2025 | | Terminate course? Effective Term/Year for Termination: | |
| Faculty Contact/Email/Phone | | | |
| Approved by Department Chair _____ <i>Phlyn Williams</i> College Curriculum Chair _____ <i>Phlyn Williams</i> College Dean _____ <i>Phlyn Williams</i> UUPC Chair _____ <i>Korey Sarge</i> Undergraduate Studies Dean _____ <i>Dan Meeroff</i> UFS President _____ Provost _____ | | Date _____ <i>1/31/2025</i> _____ <i>2-16-25</i> _____ <i>2/19/25</i> _____ <i>2/24/25</i> _____ <i>2/24/25</i> _____ _____ | |

Email this form and syllabus to mienning@fau.edu seven business days before the UUPC meeting.



HSA 4109 – Section 100- CRN 15481
Managed Care
Term: Spring XXXX
Class Location& meeting times: Fully online

Professor Information

M. Alexandra Johnson, FACHE
 Office Address: (by appointment only)
 E-mail address: mariajohnson@fau.edu
 Phone Number: 954-578-3331

Office Hours

Because I am an adjunct instructor, my full-time workplace is not on campus. **“Virtual” office hours will be held on Thursdays from 8:00 p.m. to 9:00 p.m. on Canvas; check the Chat Tool tab on Canvas.** I am also available by appointment via telephone or in person by appointment and have some flexibility to accommodate working schedules (e.g., days, nights or weekends).

Required Materials

Essentials of Managed Health Care, Sixth Edition
 By Peter R. Kongstvedt
 Jones and Bartlett, Publishers, Boston. 2013

ISBN-13: 9781449653316

ISBN-10:1449653316

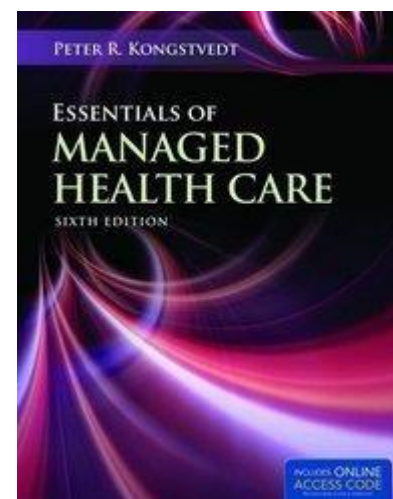
You may purchase the textbook through the [FAU bookstore](#) or through any online vendor, such as:

[Amazon](#)

[Half.com](#)

[Barnes & Noble Chegg](#)

[Books-a-Million](#)



Recommended Materials

Students are strongly encouraged to remain abreast of current issues and trends in the healthcare community and to share timely and pertinent information with the class. Some publications to consider are: *Health Affairs*; *Academy of Management Journal*; *Health Care Management Review*; *Journal of Health, Politics, Policy & Law*; *The Journal of Management*; *Sloan Management Review*; *Harvard Business Review*; *The Milbank Quarterly*; *Journal of the*

American Medical Association; Hospital Topics; the Wall Street Journal, and publications from research institutes.

Course Description

This course provides an introduction to the field of managed care. Topics include the history and structure of managed care, contracting, state and federal regulations, utilization review, and disease management. **This is a fully online course and all course components will occur through Canvas.**

Course Prerequisites and Credit Hours

HSA 3111 • This is a three-credit-hour course.

Class Time Commitments

“According to Florida State Statute 6A-10.033, students must spend a minimum 2,250 minutes of in class time during a 3-credit course. Additionally, students enrolled in a 3-credit course are expected to spend a minimum of 4,500 minutes of out-of-class-time specifically working on course-related activities (i.e., reading assigned pieces, completing homework, preparing for exams and other assessments, reviewing class notes, etc.) and fulfilling any other class activities or duties as required.” The course schedule for this course reflects this expectation of students.

Course Learning Objectives

Upon completion of the course, students should be able to:

1. Compare and contrast the different types of managed care organizations;
2. Develop skills in identifying health care problems and how managed care organizations would address these problems;
3. Identify and describe the various private and public payers that finance managed care;
4. Understand the complexity of the federal and state regulatory agencies that oversee managed care organizations;
5. Analyze the factors that affect national health insurance and explain the different methods of payment of health care services;

Grading Scale

93-100 (A) 90-92 (A-) 87-89 (B+) 83-86 (B) 80-82 (B-)
77-79 (C+) 73-76 (C) 70-72 (C-) 69-60 (D) 59 and below F

Please keep in mind that I don't "give" grades; you "earn" them. This means that you must be prepared to put forth your best effort in this class because your best is required in today's competitive academic and business environments.

Course Evaluation Method

Exams 100%

Class Format/Evaluation Measures:

Exams (100%)

During the last two days of the module, you will be able to access an examination that pertains to the materials from the module. That means that you will take 14 exams during the semester, all of which will require analysis of topics discussed in the assigned chapters, any related readings and the lecture. Exams will include all types of questions: essay, short-answer, multiple-choice, matching and true/false questions. Please consult the Course Schedule, which is posted as a separate document on Canvas and is also on page 12 of this Syllabus.

- a. All exams will be taken on Canvas, using the Respondus Lockdown browser and Respondus Monitor. Consult the left side menu on the course and click Lockdown Browser.
- b. Exams will be taken on-line over a two-day period. **Access to on-line exams will begin at 7:00 a.m. on Saturday and continue through 11:00 p.m. (not midnight) on Sunday.** The exact dates and times for each exam are posted on the schedule on page 12 of this Syllabus. The schedule is also posted on Canvas as a separate document.
- c. You should prepare for the on-line exams as you would for any in-class test, and I suggest you plan to take the exam early in the availability period. Technical issues, such as an overloaded server, can occur especially if you wait until the last minute to take the exam. The time period to answer exam questions will be short so you will need to know the material well in order to finish the exam and receive a passing grade. **Question: How much time do I have to take an exam? The time varies based on the number and type of questions. I allow one minute for each multiple choice, true/false and matching; two minutes for simple fill-in the blank; and five or more minutes for each essay question, depending on the complexity.**



- d. Please allow yourself the full time allotted to take the exams; if you wait until the last minute of the availability window, you will need to begin the exam before 11:00 p.m. because Canvas will close the exam at precisely 11:00 p.m.
- e. You MUST take exams during the allotted time period, and remember, there are no make-ups for missed exams – absolutely no exceptions! But don't panic.... the lowest TWO exam grades during the semester will be dropped 😊
- f. **All exams are CLOSED BOOK/CLOSED NOTES.** This means that you must complete the assessment on your own, based on your own knowledge and



understanding of the material. You may not access any information at all that is not in your brain. There may be no collaboration with another student or use of any study materials or the Internet. Students are cautioned to keep in mind the University's Code of Academic Integrity and to rest assured that I will pursue all sanctions available if you violate this code of conduct, up to and including receiving an F for the semester. View the narrated PowerPoint to learn more about academic integrity and what constitutes a violation. Achieving 90% on the academic integrity test is also a requirement; the test can be taken multiple times. **Question: Can I use the PPT slides, index cards that I created myself, or class lecture notes during an exam?** No. You can use only the information in your brain.

Remember, the TWO lowest exam grades of the semester will be dropped.

Miscellaneous (Extra credit)

This section encompasses very basic requirements as follows:

- Academic Integrity PowerPoint and test - View the narrated PowerPoint to learn more about academic integrity and what I believe constitutes a violation. Then take the associated test using the Respondus Lockdown Browser. This will assure me that you understand the university's policy on academic honesty as well as how I will deal with academic dishonesty in this class. In addition, it will also show me that you've downloaded the Respondus browser correctly and are familiar with using it to take an exam. The minimum grade for the academic integrity test is 90%, and it can be taken multiple times. ****NOTE: YOU WILL NOT BE ABLE TO ACCESS ANY EXAM THIS SEMESTER IF YOU DON'T ACHIEVE 90% ON THIS TEST. The due date for this test is 1/13/19 and its completion is worth two extra credit points to your semester grade.**
- Student introduction – Complete the [VARK questionnaire](#), and introduce yourself to your colleagues on the DB by answering some questions about yourself and your career goals. **The due date for this activity is 1/20/19 and it accounts for one extra credit point of your semester grade.**

Course snapshot:



| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|--------------|------------------------|------------------------|--|------------------------|--------------------------|----------------------------|
| Module opens | Read/listen to lecture | Read/listen to lecture | Read/listen to lecture ♦♦♦ Office hours 8:00-9:00PM | Read/listen to lecture | Exam opens at 7:00 AM | Exam closes at 11:00 PM |

Additional Course Policies

Missing Exams

No make-ups for exams are allowed for any reason other than for the observance of religious holy days. See the section entitled Religious Accommodation Policy Statement for specific information on religious accommodations and review schedule on page 12 of this syllabus for a weekly breakdown of examinations.

Late Assignments

Assignments are due on the date(s) listed on the schedule on page 12 of this syllabus. No late assignments will be accepted. The only exception is for the observance of religious holy days. See the section entitled Religious Accommodation Policy Statement for specific information on religious accommodations

Attendance Policy

Because this is an online class, there is no “attendance” in the traditional sense. Sufficient online attendance to grasp this material and hopefully obtain a passing grade is defined as accessing the course at least four (4) times per week.

Attendance Policy Statement

Students are expected to attend all of their scheduled University classes and to satisfy all academic objectives as outlined by the instructor. The effect of absences upon grades is determined by the instructor, and the University reserves the right to deal at any time with individual cases of non-attendance.

Students are responsible for arranging to make up work missed because of legitimate class absence, such as illness, family emergencies, military obligation, court-imposed legal obligations or participation in University-approved activities. Examples of University-approved reasons for absences include participating on an athletic or scholastic team, musical and theatrical performances and debate activities. It is the student’s responsibility to give the instructor notice prior to any anticipated absences and within a reasonable amount of time after an unanticipated

absence, ordinarily by the next scheduled class meeting. Instructors must allow each student who is absent for a University-approved reason the opportunity to make up work missed without any reduction in the student's final course grade as a direct result of such absence.

Curving and rounding

I will round grades at the end of the semester to the nearest whole number. Ex: a 92.7 will round to a 93; a 92.3 will round to a 92. Occasionally, I may curve an exam grade, but I would caution you not to count on this to occur.

Extra credit

Sporadically and at my discretion, an exam may contain one or two extra credit questions but you should not count on their affecting your grade very much. I suggest that you apply yourself during the semester, on every exam and assignment, to maintain a passing average.

Technical requirements

Because this course relies on Canvas to a great degree, you must have a computer and an Internet connection that allows you to access the Canvas Learning Management System.

Your system must be able to accommodate installation of the Respondus Lockdown browser. In addition, your computer must support the browser and you must be able to launch it in order to take the exams. As described elsewhere in this syllabus, the completion of an Academic Integrity Test is required. This will ensure that you have downloaded the browser correctly and know how to launch it for an exam.

Required technological skills:

You must have a working knowledge of Blackboard which includes: how to access the syllabus and other documents posted; how to take an exam; and how to post on the discussion boards.

Technical issues

If you encounter a technical issue, I suggest you contact the [FAU Online Services Desk](#) because I am limited in my ability to help you.

During the exam availability period, if you experience a technical issue during an exam, email me immediately (mariajohnson@fau.edu). If it occurs during business hours (M-F 8:30 AM to 5:00 PM), call my office at (954) 578-3331. Unless I am out of town (and/or notify you otherwise), I



monitor my email very frequently to be able to assist you with any basic exam issues. However, it is your responsibility to watch *your* email for my timely reply to your issue.

In addition, if you need help navigating this course or help getting acclimated to Respondus or other technological aspects of the course, please reach out to your eSuccess coordinators. Below are a few of the specific actions that the eSuccess Coordinator takes to help foster online student success:

- Providing interactive support sessions to teach students how to navigate their courses and effectively utilize the required educational technology.
- Providing personalized coaching to help students achieve academic excellence in their courses, especially in the online environment.
- Helping student resolve technical issues related to their courses.
- Referring students to appropriate university offices, resources and programs to strengthen their connection to the university community.

For more details, please visit the eSuccess website by clicking the following link: <https://www.fau.edu/esuccess/>.

Important Drop Dates to Remember:

- Last day to drop this class without incurring a financial liability: **1/18/19**
- Last day to drop this class with a 25% tuition adjustment: **2/4/19**
- Last day to drop this class or withdraw without a grade of "F" is **4/5/19**

Prior to this date, all students will have had the opportunity to calculate their class standing and can initiate a personal meeting with me to discuss their performance. This will allow you to make a determination of the required efforts to pass the class or improve your grade.

Communication Tools & General Information:

1. Canvas provides a discussion board (DB) for students to post questions to the instructor, discuss topics and assignments. Students should utilize the DB for any questions or discussions that may be of interest or assistance to the entire class. This is also helpful to me as an instructor, as once a student asks a question and I answer it, it is answered for everyone, and all students have equal information. The discussion boards are accessed by clicking the button on the left side of the course screen on Canvas.



- a. *General Questions about this Course* is where you will post exactly that. I will NOT answer general course questions via email or messages; you will need to post them to this DB in order for me to answer. I generally answer posted questions promptly, at minimum within 24 hours. I will communicate to the class in advance if I will be out of town and unable to check into the course.
 - b. I encourage all students to check these boards, especially before asking a question. It's possible you might find the answer has already been posted.
 - c. **DO NOT POST ANY INFORMATION OR QUESTIONS ABOUT EXAMS DURING THE EXAM AVAILABILITY PERIOD.** I provide feedback on exam questions on the graded exam itself and if needed, in a special audio-file posted separately, so you will know the reason why I deducted any points. You can always post a general question after the exam availability period has closed and I will address it for the class. NOTE: I consider the posting of a question or comment about an exam during the exam availability period to be a violation of academic honesty.
2. **Email is my preferred mode of contact and I use it frequently to communicate with the class.** *Email should be utilized for personal information and questions regarding personal issues only.* Email should not be used to ask questions on course materials; for this, you should utilize the DB.
 3. I will check the DB and email regularly and minimally promise that it will be checked (unless ill or a holiday) every 24 hours. I will communicate to the class in advance if I will be out of town and unable to check into the course.
 4. Students are responsible for checking Canvas at least four times per week.

Selected University and College Policies

Code of Academic Integrity Policy Statement

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on



personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty.

For more information, please see FAU Regulation 4.001 at: [FAU Regulation 4.001](#).

****Remember that you are required to view the Academic Integrity PowerPoint and pass the associated test with a grade of 90%.**

Disability Policy Statement

In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), students who require reasonable accommodations due to a disability to properly execute coursework must register with Student Accessibility Services (SAS) and follow all SAS procedures. SAS has offices across three of FAU's campuses – Boca Raton, Davie and Jupiter – however disability services are available for students on all campuses. For more information, please visit the SAS website at <http://fau.edu/sas/>

You should contact SAS as early in the semester as possible. SAS staff will contact me directly regarding any accommodations. The SAS office at FAU offers college constituents equity and excellence in education. By working with participants on all FAU campuses, SAS ensures that appropriate academic adjustments are made to allow all participants equal opportunities online and inside the classroom.

Counseling and Psychological Services (CAPS) Center

Life as a university student can be challenging physically, mentally and emotionally. Students who find stress negatively affecting their ability to achieve academic or personal goals may wish to consider utilizing FAU's Counseling and Psychological Services (CAPS) Center. CAPS provides FAU students a range of services – individual counseling, support meetings, and psychiatric services, to name a few – offered to help improve and maintain emotional well-being. For more information, go to <http://www.fau.edu/counseling/>

Religious Accommodation Policy Statement

In accordance with rules of the Florida Board of Education and Florida law, students have the right to reasonable accommodations from the University in order to observe religious practices and beliefs with regard to admissions, registration, class attendance and the scheduling of examinations and work assignments. For further information, please see FAU Regulation 2.007 at: [FAU Regulation 2.007](#).

University Approved Absence Policy Statement

In accordance with rules of the Florida Atlantic University, students have the right to reasonable accommodations to participate in University approved activities, including athletic or scholastics teams, musical and theatrical performances and debate activities. It is the student's responsibility to notify the course instructor at least one week prior to missing any course assignment due to a university-approved absence.

College of Business Minimum Grade Policy Statement

The minimum grade for College of Business requirements is a "C". This includes all courses that are a part of the pre-business foundation, business core, and major program. In addition, courses that are used to satisfy the university's Writing across the Curriculum and Gordon Rule math requirements also have a minimum grade requirement of a "C". Course syllabi give individualized information about grading as it pertains to the individual classes.

Incomplete Grade Policy Statement

No Incomplete Grades will be given. I will consider an incomplete grade in the rare circumstance when the student has completed most of the requirements for the class but an exceptional issue precludes completing all the requirements on time.

A student who is passing a course but has not completed all work due to exceptional circumstances, may, with consent of the instructor, temporarily receive a grade of incomplete ("I"). The assignment of the "I" grade is at the discretion of the instructor, but is allowed only if the student is passing the course.

The specific time required to make up an incomplete grade is at the discretion of the instructor. However, the College of Business policy on the resolution of incomplete grades requires that all work required to satisfy an incomplete ("I") grade must be completed within a period of time not exceeding one calendar year from the assignment of the incomplete grade. After one calendar year, the incomplete grade automatically becomes a failing ("F") grade.

Withdrawals

Any student who decides to drop is responsible for completing the proper paper work required to withdraw from the course.

Grade Appeal Process

A student may request a review of the final course grade when s/he believes that one of the following conditions apply:



- There was a computational or recording error in the grading.
- Non-academic criteria were applied in the grading process.
- There was a gross violation of the instructor's own grading system.

The procedures for a grade appeal may be found in [FAU Regulation 4.002](#).

Disruptive Behavior Policy Statement & Netiquette Policy

Disruptive behavior is defined in the FAU Student Code of Conduct as “... *activities which interfere with the educational mission within classroom.*” Although our class meets in person, it is still possible for students to violate this crucial Code by exhibiting improper behaviors on the discussion boards and through their email communications to the instructor and to each other. Students who behave such that the educational experiences of other students and/or the instructor's course objectives are disrupted are subject to disciplinary action. Such behavior impedes students' ability to learn or an instructor's ability to teach.

Most experts agree that words account for only 7% of communication; when you text, email or post on the DB, you lose 93% of what constitutes communication (e.g., tone of voice, facial expressions as well as gestures and appearance). [Source:

<https://www.psychologytoday.com/us/blog/beyond-words/201109/is-nonverbalcommunication-numbers-game>]

For this reason, and to avoid misunderstandings, please be courteous and respectful in all of your communications. Limit your comments to the context of the academic curriculum of our class and do not post original comments (or respond to comments) with language that is disrespectful, sarcastic, racial, sexist, or political. Cursing and foul or abusive language will not be tolerated.

Finally, in this age of lightning fast and casual communication, it's tempting to relax your grammar, spelling and/or professionalism. I admit that I too have engaged in “textspeak” a few times. However, aspiring leaders are always in the spotlight. Everything we do and say is scrutinized, so put your best foot forward and communicate properly and with attention to these issues.

Faculty Rights and Responsibilities

Florida Atlantic University respects the right of instructors to teach and students to learn. Maintenance of these rights requires classroom conditions which do not impede their exercise. To ensure these rights, faculty members have the prerogative:

- To establish and implement academic standards
- To establish and enforce reasonable behavior standards in each class



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- To refer disciplinary action to those students whose behavior may be judged to be disruptive under the Student Code of Conduct.



* Note: This outline may change during the course of the semester after sufficient notice to students. **Remember: the TWO lowest exam grades will be dropped.**

COURSE OUTLINE

| Week of | Chapter/Material to be Discussed | Assessment |
|--|--|---|
| 1/7/19 | Course Introduction Preface to Textbook (6 pgs) Chapter 1: History of Managed Health Care... (16 pgs) ACADEMIC INTEGRITY POWERPOINT & QUIZ DUE 1/13/19 VARK & STUDENT INTRODUCTION DB POST DUE 1/20/19 | Academic Integrity Quiz Open NOW to 11pm 1/13/19 Exam 1 on Preface & Ch 1 7am 1/12 to 11pm 1/13/19 |
| 1/18/19: LAST DAY TO DROP WITH NO FINANCIAL LIABILITY | | |
| 1/14/19 | Chapter 2: Types of Health Insurers, Managed Health Care... (24 pgs) Chapter 3: Elements of the Management & Governance Structure (13 pgs) | Exam 2 on Ch 2 & 3 7am 1/19 - 11pm 1/20/19 |
| 1/21/19 | Chapter 4: The Provider Network (27 pgs) + PCMH info online Chapter 6: Legal Issues in Provider Contracting (13 pgs) | Exam 3 on Ch 4 & 6 7am 1/26 - 11pm 1/27/19 |
| 1/28/19 | Chapter 5: Provider Payment (56 pgs) | Exam 4 on Ch 5 7am 2/2 - 11pm 2/3/19 |
| 2/4/19: LAST DAY TO DROP WITH 25% TUITION ADJUSTMENT | | |
| 2/4/19 | Chapter 7: Basic Utilization & Case Management (31 pgs) Chapter 8: Fundamentals & Core Competencies in Disease Mgmt (10 pgs) | Exam 5 on Ch 7 & 8 7am 2/9 - 11pm 2/10/19 |
| 2/11/19 | Chapter 9: Physician Practice Behavior... (12 pgs) Chapter 10: Data Analysis & Provider Profiling (22 pgs) | Exam 6 on Ch 9 & 10 7am 2/16 - 11pm 2/17/19 |
| 2/18/19 | Chapter 11: Prescription Drug Benefits in Managed Care (23 pgs) Chapter 12: Intro to Managed Behavioral Healthcare Organizations (18 pgs) | Exam 7 on Ch 11 & 12 7am 2/23 - 11pm 2/24/19 |
| 2/25/19 | Chapter 13: Disease Prevention in Managed Health Care (9 pgs) Chapter 14: Quality Management in Managed Health Care (11 pgs) | Exam 8 on Ch 13 & 14 7am 3/2 - 11pm 3/3/19 |
| 3/4/19 | SPRING BREAK - NO CLASSES | |
| 3/11/19 | Chapter 15: Accreditation & Performance Measurement Programs... (23 pgs) Chapter 19: Health Care Fraud (12 pgs) | Exam 9 on Ch 15 & 19 7am 3/16 - 11pm 3/17/19 |
| 3/18/19 | Chapter 20: Member Services - Start w Contact Types (pg 444) (12 pgs) Chapter 23: Information Systems and EDI in Managed Care (14 pgs) | Exam 10 on Ch 20 & 23 7am 3/23 - 11pm 3/24/19 |
| 3/25/19 | Chapter 24: Health Plans and Medicare (27 pgs) | Exam 11 on Ch 24 7am 3/30 - 11pm 3/31/19 |
| 4/1/19 | Chapter 25: Medicaid Managed Health Care (29 pgs) | Exam 12 on Ch 25 7am 4/6 - 11pm 4/7/19 |
| 4/5/19: LAST DAY TO DROP OR WITHDRAW WITHOUT RECEIVING AN "F" | | |
| 4/8/19 | Chapter 26: Military Managed Health Care (16 pgs) Chapter 28: State Regulation of Managed Health Care (10 pgs) | Exam 13 on Ch 26 & 28 7am 4/13 - 11pm 4/14/19 |
| 4/15/19 | Chapter 29: Federal Regulation of Health Insurance... (12 pgs) Chapter 30: Patient Protection and Affordable Care Act (14 pgs) | Exam 14 on Ch 29 & 30 7am 4/20 - 11pm 4/21/19 |
| 4/22/19: LAST DAY OF CLASSES -- No Final Exam ☺ | | |



For easy reference, this table is posted on Canvas (Syllabus tab) as a one-page document.

ACADEMIC HONESTY STATEMENT

Please find below the University's position statement on academic dishonesty which supplements information contained in the University's Code of Academic Integrity cited below.

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the University mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the University community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty.

Academic honesty is defined to be the use of one's own intellectual effort at all times without misappropriating or representing as one's own the work of others. Examples of academic dishonesty include:

- *"cheating"*
- *the giving or receiving of help on assignments when the professor has prohibited outside assistance*
- *copying answers from another student or from a key or notes*
- *allowing another student to copy*
- *collaborating on assignments or exams except when expressly authorized*
- *unattributed copying, such as the use of purchased or borrowed papers, the use of reference materials without citation*
- *plagiarism, which involves incorporating the work of others, either in whole or in part, into one's own work without proper citation. Plagiarism may involve the use of text or ideas or both.*

For more information, see the Code of Academic Integrity in the University Regulations at http://www.fau.edu/regulations/chapter4/4.001_Code_of_Academic_Integrity.pdf.

By signing below, I acknowledge that I have read and understand the Academic Honesty Statement written above and that I have read and understand Florida Atlantic University's Code of Academic Integrity. I acknowledge and agree that viewing the Academic Integrity PowerPoint and taking the associated test are a requirement for continuing in the course.

Finally, I understand that if I commit an act of academic dishonesty, this instructor will pursue sanctions as outlined in the University's policies and procedures as well as the Code of Academic Integrity. These sanctions may include a grade of "F" for the semester.



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Student's signature

Z#

Date

SIGN & RETURN THIS STATEMENT VIA EMAIL OR FAX TO 954-747-8559.