The University of Windsor sits on the traditional territory of the Three Fire Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi.

**[Insert COURSE CODE] | [Insert COURSE TITLE] | [Insert TERM]**

**[Insert Department or School Name]**

|  |  |
| --- | --- |
| **Classroom Meeting Time(s):** |  |
| **Classroom Location:** |  |

**Instructor and GA/TA**

**Instructor Information GA/TA Information**

|  |  |  |
| --- | --- | --- |
| **Name** | **Email** | **Office Hours** |
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**GA/TA Office Location:**

|  |  |
| --- | --- |
| **Name** |  |
| **Email** |  |
| **Telephone** |  |
| **Office Hours** |  |
| **Office Location** |  |

**Course Description (from the Calendar)**

**Course Learning Outcomes**

**Course Materials**

**List of Required Reading(s):**

**Curriculum and Weekly Schedule**

**Topics Weekly Readings**

|  |  |  |
| --- | --- | --- |
| **Week 1** |  |  |
| **Week 2** |  |  |
| **Week 3** |  |  |
| **Week 4** |  |  |
| **Week 5** |  |  |
| **Week 6** |  |  |
| **Week 7** |  |  |
| **Week 8** |  |  |
| **Week 9** |  |  |
| **Week 10** |  |  |
| **Week 11** |  |  |
| **Week 12** |  |  |
| **Week 13** |  |  |

**Student Evaluations of Teaching (SET)** forms will be administered in the last two weeks of classes, in accordance with Senate policy. Last day for **Voluntary Withdraw** is [***insert date here***].

**Assessments**

|  |  |  |
| --- | --- | --- |
| **Assessment** | **Worth Value** | **Due Date** |
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**Additional Grading Procedures**

(Curving, procedures for evaluation by observers or supervisors rather than through written exams or submitted assignments)

**UWin FAHSS App**

The UWin FAHSS app is available for iOS and Android devices.

[](https://itunes.apple.com/in/app/uwin-fahss/id1449767439?mt=8) [Click to download for Apple devices](https://itunes.apple.com/in/app/uwin-fahss/id1449767439?mt=8).

[](https://play.google.com/store/apps/details?id=com.readyeducation.uowindsorfahss) [Click to download for Android devices](https://play.google.com/store/apps/details?id=com.readyeducation.uowindsorfahss).

All students are encouraged to **download, register and join their department’s community** for information, updates, and services.

**Bystander Initiative**

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The University of Windsor is committed to campus safety for *all students*. We proudly offer sexual violence prevention education in two ways:

1. Offering *Bringing in the Bystander*® sexual violence prevention workshops to *all students*.

**Students who complete a highly interactive 3-hour workshop will receive a certificate of completion and may be eligible to receive bonus marks (integration will be noted in participating course syllabi).**

To register for a workshop visit: [UWindsor’s mySuccess](https://success.uwindsor.ca/home.htm)

To find out more visit: [UWindsor’s Bystander Initiative](https://www.bystanderinitiative.ca/)

**Student Accessibility Services**

Student Accessibility Services offer a wide range of programs and services to assist with the transition from high school to university for those with learning disabilities. This office will help make the transition as seamless as possible. They also offer aids to help you succeed in University for those with specific learning disabilities. To fully understand all services offered to both Faculty and Students please go to go to the Student Accessibility Services website at <http://www.uwindsor.ca/studentaccessibility/>. To schedule a visit with their office please call PH: 519-253-3000 ext: 3288 or stop in their office located in the Lower Level of Dillon Hall in the center of campus or email [sas@uwindsor.ca](mailto:sas@uwindsor.ca).

Also review Senate Policy on [Academic Accommodation for Students with Disabilities](http://www.uwindsor.ca/secretariat/sites/uwindsor.ca.secretariat/files/academic_accommodation_for_students_with_disabilities_amended_july_17_2017.pdf).

Note: Students seeking academic accommodation for an ongoing, diagnosed disability (whether permanent or temporary) must begin the process by completing the Student Accessibility Services [Online Intake Form](https://uwindsor.ca1.qualtrics.com/jfe/form/SV_3adz5L5NvK8iKvb). Once this is done, you will be contacted to arrange a meeting with an Advisor.

**Student Mental Health Strategy**

The University of Windsor is committed to fostering a thriving University community that actively promotes mental well-being and supports students to flourish in both their personal and academic lives.

**Guiding Principles:**

**Accessibility and Diversity:** We provide mental health services and supports that are visible, barrier-free, non-judgmental, inclusive and equitable.

**Empathy and Compassion:** We enhance every student’s sense of belonging by infusing empathy, compassion and respect into everything we do.

**Empowerment:** We build capacity, develop resiliency and empower all members of the campus community to take an active role in building awareness, eliminating stigma and managing mental health issues.

**Engagement:** We actively engage students, faculty and staff to establish meaningful collaborations, proactively address needs, build capacity and share ideas.

**Responsive:** We provide relevant and responsive services that are grounded in best practice and are fluid and dynamic in meeting the mental health needs of students.

**Shared Responsibility:** We share the responsibility for creating the campus conditions that support student success and promote mental wellbeing.

Source: Student Mental Health Strategy, October 3, 2018

[Mental Health and Wellness Resources](http://www.uwindsor.ca/studentexperience/351/resources)

[Therapy Assistance Online (TAO)](http://www.uwindsor.ca/studentexperience/358/tao)

[Volunteer and become part of the Living Well Lancer Team!](http://www.uwindsor.ca/studentexperience/348/volunteer-opportunities)

**Student Wellness Resources**

From time to time, students face obstacles that can affect academic performance. If you experience difficulties and need help, it is important to reach out to someone.

For help addressing mental or physical health concerns on campus, contact (519) 253-3000:

* Student Health Services at ext. 7002 ([www.uwindsor.ca/studenthealthservices](http://www.uwindsor.ca/studenthealthservices))
* Student Counselling Centre at ext. 4616 ([www.uwindsor.ca/studentcounselling](http://www.uwindsor.ca/studentcounselling))
* Peer Support Centre at ext. 4551

24 Hour Support is Available

My Student Support Program (MySSP) is an immediate and fully confidential 24/7 mental health support that can be accessed for free through chat, online, and telephone. This service is available to all University of Windsor students and offered in over 30 languages. Call: 1-844-451-9700, visit <https://keepmesafe.myissp.com/> or download the My SSP app: [Apple App Store](https://apps.apple.com/us/app/my-ssp/id1112006222)/[Google Play](https://play.google.com/store/apps/details?id=com.onetapsolutions.morneau.myissp&hl=en).

A full list of on- and off-campus resources is available at <http://www.uwindsor.ca/wellness>.

Should you need to request alternative accommodation contact your instructor, head or Associate Dean.

**Academic Support Services**

**Writing Support Desk**

The Writing Support Desk is located on the main floor of Leddy Library and is a service that provides students with help regarding various aspects of their academic writing, including

* Interpreting assignment prompts
* Constructing strong theses and arguments
* Grammar, punctuation, and syntax problems
* Analyzing and integrating sources
* Citing and referencing

Students should note that the WSD is not a proofreading service. Though we will examine as much of a sample of writing as we can in the space of a one-on-one consultation, our goal is to teach students how to improve their writing, not to edit the work. For more information, visit [www.uwindsor.ca/writingsupport](http://www.uwindsor.ca/writingsupport).

**Skills to Enhance Personal Success (STEPS)**

The Student Success and Leadership Centre offers free workshops through the Skills to Enhance Personal Success (STEPS) program that are geared towards helping to develop study skills to achieve academic success in a university setting. For more information, visit [www.uwindsor.ca/steps](http://www.uwindsor.ca/steps).

**Achieving Your Career Goals and Getting Experience**

It’s never too early to start thinking about where you’re headed next – take the opportunity to engage in your own career development and participate in experiential learning activities throughout your time at university.

Career development is a lifelong process. It is more than just deciding on a major or a job. A degree in the Faculty of Arts, Humanities, and Social Sciences opens so many doors. Spend some time thinking about what kind of doors you want to explore.

[Career Development & Experiential Learning (CDEL)](https://www.uwindsor.ca/career-development-experiential/) is here to support you throughout your journey from degree to career. Whether you have a clear career goal in mind, are going on to further schooling, or simply want to explore possibilities, we are here for you. We offer expertise in topics related to career exploration, job search strategies, resume and cover letter development, interview preparation, and much more. We also host our [own job posting board](https://success.uwindsor.ca/home.htm) and various employer networking events.

Participating in experiential learning activities during your studies can have a direct impact on your ability to find a meaningful career. Getting experience helps you develop and recognize your skills, expand your network, and have fun!

See below for a list of experiential learning and career development activities you can get involved in:

* CDEL offers three experiential learning programs. Find [Ignite](http://www.uwindsor.ca/ignite)-Work Study positions, take part in the [Job Shadow Experience](https://www.uwindsor.ca/career-development-experiential/613/job-shadow-program), and participate in [VIP-Community Service Learning](http://www.uwindsor.ca/vip).
* Connect with the CDEL team to participate in [workshops](http://www.uwindsor.ca/careerworkshops), [book career advising appointments](https://www.uwindsor.ca/career-development-experiential/309/appointments), conduct mock interviews, and [attend employer events](https://success.uwindsor.ca/careerpublicEvents.htm). FAHSS students also have a designated Career Advisor they can meet with to explore answers to questions like “What can I do with my degree?” or “What am I going to do after graduation?”

**Indigenous Services**

The Aboriginal Education Centre – Turtle Island provides support to Indigenous students to reach their highest potential in a culturally supportive atmosphere.

Services that the Aboriginal Education Centre provides are:

* Friendly and knowledgeable staff who can refer you to various student support services on campus.
* Cultural programming and events.
* A lounge and study area where you can socialize, study, or relax.
* Printing, scanning and faxing services.
* Volunteer and work opportunities.

For more information, visit [www.uwindsor.ca/aec](http://www.uwindsor.ca/aec).