

## Dr. Richard J. Botting's Generic Syllabus

### . Contact

Come and see me in my office hours (JBH339, TuWTh 2:30-3:40) or use the "[Contact]" links on my web site to send Email to me. Drop into my web site <http://cse.csusb.edu/dick/> several times each week to see the latest news.

### . Impact of State Budgets

Because of severe state budget cuts to the California State University equal to one-quarter of our previous state appropriations I have reduced the amount of photocopying -- for example this syllabus. Further, faculty are contractually forbidden to provide instruction on six workdays this term. During the coming Fall there will be two(2) **State Budget Reduction Closure** days when the whole campus will close down. These are on **Oct 22** and **Nov 30**. I have chosen a further 4 days when I won't be working for CSUSB. I have scheduled these days to avoid my class meetings. Here is the list of dates for the Fall: **Sep 18, Sep 25, Oct 9, Nov 20**. On all 6 days an instructor is not permitted to engage in such activities as meeting with students, advising, grading tests, responding to student work, writing letters of recommendation, and answering course-related e-mail. Faculty have also been asked to assign additional course work to make up for omitted class meetings and otherwise to assure that students fully earn any credit hours they receive for this course.

### . Special Dates

Fri Oct 14th -- Census date/Last day to drop  
Wed Nov 11th -- Veterans Day Holiday (Make up on MONDAY Dec 7th)  
Tu-Th Nov 26-27th -- Thanksgiving Holiday  
Mon Dec 7th -- Last CSCI489 class  
**Finals** CSCI372 Dec 8th 4-6pm CSCI489 Dec 9th 12-1:50

### . Disclaimer

This syllabus supplies basic data about all my classes. The class web site (above) may override this document. This syllabus is tentative. Changes will be announced in class and posted on my website. Check my web site every day or so! Urgent changes may also be Emailed to your CSUSB EMail account. My classes follow the "General Regulations and Procedures" in CSUSB Bulletin of Courses with respect to course withdrawal, cheating, and plagiarism -- see below.

### . Work

The College of Natural Sciences (25~35) advises you that you should be doing at least 2 hours of study, outside of class, per week, for each unit you are taking. Study assigned parts of books, handouts, and online resources to prepare for each class. More, you may have to develop novel software, documents, and web pages on your own. Don't waste any money on software or hardware for my classes. Use our systems as much as you can. The more you write and test, the better you will get. You can develop software on your own machine but to earn full points the results must work on our systems. Talk to the CSUSB Help Desks or the Computer Science Club about software that lets you do CSE lab work remotely like SSH and Putty. You can download SSH at <http://cse.csusb.edu/download/ssh329.exe> from the CSE web site.

**Expect to work in class.** Do not plan to do homework or sit back and listen. Turn off or silence phones. Shut down computers and wireless devices unless instructed to use them.

### . Cheating and Copying

Plagiarism means presenting others' work as your own. It is punished at CSUSB. Study the policies in the catalog. If you borrow something from books, friends, handouts, WWW pages, Google, etc. you must state where you found it. It is illegal to make permanent copies of things on the Internet unless you have explicit permission to do so. You have my permission to copy most of my pages, but you must not plagiarize them. When I spot plagiarism, I give ALL

copies the same score - ZERO.

#### . **Assessment**

Computers and wireless devices may not be used in exams. I give the highest weighting to points that I see you earn. A comprehensive final examination normally makes a big difference. I do not set special make-up work or grade late work. Instead I design my grading so that an 'A-' is possible with roughly one week of work missing. I bend these rules for emergencies (see below). You can earn 5 bonus/make up points (1%) by attending a computer science seminar (<http://cse.cusb.edu/dick/seminar/>) and giving me a one or two paragraph summary of a presentation by the start of the next class.

#### . **Grading**

I don't use a curve. The maximum number of points is 500. Points prior to the final are totaled and no more than 300 can be carried forward. No more than 200 points can be earned in the final. The totals are added and converted to percentages. An A indicates a close to 100% performance. A B is for 90% and so on down to a D(70%). If the best total in the class is less than 98.33%(an A) then all totals will be scaled up to make the best = 100%. The boundaries(%) will be as follows:

0	F	<65				
65	D-	68.33	D	71.66	D+	<75
75	C-	78.33	C	81.66	C+	<85
85	B-	88.33	B	91.66	B+	<95
95	A-	98.33	A	100		

#### . **Accessibility**

If you need some reasonable accommodation to participate in my classes, tell me and contact the Office of Services to Students with Disabilities at UH-183, (909)537-5238.

#### . **Adds and Drops**

You are responsible for carrying out all adds and drops. If you are not on my roster by census date (above) I can not give you a grade and you must leave the classroom. If you do not drop before the census date I am forced to give you a grade.

#### . **Emergencies**

**Power cuts:** <http://policies.csusb.edu/blackout.htm>

**Earthquakes:** Remain calm, duck, grab furniture, and cover your head.

**Campus Closed:** I will switch to **online mode** from home and we will use campus EMail and the web site to communicate.

**H1N1 (Swine) Flu:** To avoid a pandemic outbreak of H1N1, the campus is encouraging students, faculty, and staff to **stay at home** if they have any flu-like symptoms instead of coming to campus. So if you think you may have the flu, switch to online mode to keep up to date and submit work. You will **not** need a doctor's note. You **will** be able to make up any participation, quizzes, and exams that you miss by staying at home.

#### . **Computer Science and Engineering Club**

The Computer Science and Engineering Club is a student-run organization that uses a combination of email and campus meetings to plan events, ask and answer technical questions, post job and internship openings, and discuss other topics of interest to computing majors at CSUSB. Club-sponsored events include seminars, workshops, tutoring and fun activities. You can join the club by registering with the google group [http://groups.google.com/group/csec\\_sb](http://groups.google.com/group/csec_sb)

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