

Community Policies

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Community Policies- Diversity Statement

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Community Policies

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Community Policies



"Inclusivity and respect for diversity is fundamental to a positive learning experience. Students from all diverse backgrounds and perspectives are supported and are viewed as a resource, strength, and benefit. It is my intent to present materials and activities that are respectful of diversity, including gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture. If you have suggestions for ways to improve this course for you or for other students, please let me know. Your suggestions are encouraged and appreciated."

This page contains the policies and expectations that have been established for this course. These policies and expectations are intended to create a productive learning atmosphere for all students. Please be sure to bring any concerns you may have to my attention. We are all mutually responsible for creating a positive learning environment - this includes Zoom class meetings, discussion board conversations, group activities, etc. Effective communication and interaction is essential in any course, but especially in an online environment where we do not have the benefit of observing body language, gestures, or tone of voice.

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Gender-Neutral Language

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Commitment to Gender-Neutral Language

An essential part of an inclusive learning community is the use of gender-neutral language. Therefore, we will respectfully use preferred personal pronouns when communicating and interacting with one another. My personal pronouns are she/her/hers and you are encouraged you to share your preferred pronouns during class and on discussion forums. In this course, please remember to use nonbinary terms, for example:

- Instead of "hey guys" use "hello team"
- Use "they" instead of "he" or "she"
- Use "partner", "sibling", and "child" instead of gendered familial labels
- Use "Latinx" instead of "Latino" or "Latina"
- Use gender-neutral forms of occupations, such as servers instead of waitresses and waiters, or mail carrier instead of mailman.



<https://youtu.be/9iKHjI5xAaA>

Microaggressions

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Avoid Microaggressions or Biased Language

Microaggressions are the everyday verbal, nonverbal, and environmental slights, snubs, or insults, whether intentional or unintentional, that communicate hostile, derogatory, or negative messages to target persons based solely upon their marginalized group membership.

For more information about microaggressions, I have provided a few resources for you to view or read based on the work of Dr. Derald Wing Sue, author of *Microaggressions in Everyday Life: Race, Gender and Sexual Orientation*, Wiley & Sons, 2010.

Tool: Recognizing Microaggressions and the Messages They Send. This document is a chart that describes common microaggression themes and messages. (pdf 2 pages)

[Microaggressions_Examples_Arial_2014_11_12.pdf](#)

Video: What is a Microaggression? Dr. Derald Wing Sue (4:24 minutes)



[Microaggressions_Examples_Arial_2014_11_12.pdf](#)

<https://youtu.be/BJL2P0JsAS4>

Web Cam Etiquette

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Webcam Reminders

We have all heard the stories - or maybe we have had our share of embarrassing moments on "Zoom". Please be mindful of your environment when your camera is turned on. It is good practice to wear the same type of clothing you would wear if you were in class. Also, be aware of what's in the background and the noises that can be heard. If in doubt - mute!



Do you want your classmates to see you like this?

The following tips from Stanislaus State University are good to keep in mind. The video at the bottom of the page is a humorous reminder. Source: Stanislaus State Webcam Etiquette: <https://www.csustan.edu/oit/webcam-etiquette>

Some on-camera tips:

- Lighting your face more brightly than the background makes it easier to see you.
- Keep your head high in the picture frame.
- Dress appropriately: you are being seen!
- Physical movement and facial expressions matter, just as in a face-to-face context.
- Computer mics pick up lots of ambient noise, so keep your mic muted until you're ready to speak.
- Remember that when on-camera, other activities such as eating, drinking, flossing your teeth, and shuffling papers are extremely unflattering and distracting

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<https://www.csustan.edu/oit/webcam-etiquette>

Examples of Bad vs Good Camera Lighting and Background

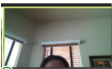
Bad Lighting Recording in the dark (presumably late at night) results in "ghostly" appearance. Glasses reflect screen glare; turn down laptop brightness setting.



Bad Location Cluttered, unattractive background could be distracting. Good light though!



Bad Framing Laptop angle is also too low, resulting in "peeking" (or worse!) and unnecessary view of ceiling.



Good! Good front light. Uncluttered background. Nicely framed pose.



The Do's and Don'ts of Webcam Etiquette



<https://youtu.be/BZfujnPVAuU>

Academic Honesty

What is Academic Honesty?

The University and I take academic honesty seriously. Academic integrity and honesty are expected of all CSUN students, and is the responsibility of each student.

Watch this video of Dr. Sheena Malhotra from our CSUN Library describing the importance of academic honesty.



CSUN's Academic Dishonesty Statement reads:

"The maintenance of academic integrity and quality education is the responsibility of each student within this University and the CSU system. Cheating or plagiarism in connection with an academic program at a CSU campus is listed in Section 41301, Title 5, California Code of Regulations as an offense for which a student may be expelled, suspended or given a less severe disciplinary sanction. Academic dishonesty is an especially serious offense and diminishes the quality of scholarship and defrauds those who depend on the integrity of the University's programs."

CSUN Academic Dishonesty Statement.

The University catalog specifically addresses four areas of academic dishonesty that may result in disciplinary action ranging from a lower grade to expulsion from the university. For a detailed explanation, review the [CSUN Academic Dishonesty Policy](https://catalog.csun.edu/policies/academic-dishonesty/). I take any form of academic dishonesty seriously and follow the policies cited in the CSUN Catalog. For the purpose of this course, if you are caught cheating, fabricating, facilitating academic dishonesty, or committing plagiarism, you will receive zero points for that assignment and / or for the entire course. Additionally, in accordance with University policy, you may be reported to Student Affairs for appropriate disciplinary action.

Cheating is defined as "intentionally using or attempting to use unauthorized materials, information, or study aids in an academic exercise."

Fabrication is "intentional falsification or invention of any information or citation in an academic exercise."

Facilitating Academic Dishonesty is "intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty. For example, one who knowingly allowed another to copy from his or her paper during an examination."

Plagiarism is one of the most frequently- often unintended- forms of academic dishonesty committed by students. The CSUN Catalog describes plagiarism as "intentionally or knowingly representing the words, ideas, or work of another persons as one's own in any academic exercise."

<https://catalog.csun.edu/policies/academic-dishonesty/>