

# Functions of a Complex Variable I - MATH 561: Fall 2024

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Course web page and syllabus:

math.unm.edu/~plushnik/teaching/math561fall2024

## Policies

### Homework:

Previous weeks assignments due on Tuesdays at the beginning of lecture. Home work is the most important part of the learning experience. You can cooperate while doing homework, but I still expect your assignments to be completed and written by you in your own words, not containing pieces taken verbatim from elsewhere. HWs that look too much alike will not be counted. No late homework will be accepted.

### Make-up exam policy:

No make-up exam will be given unless you contact me in advance with written authorization from university to miss exam (illness, family emergency, active participation in athletic events). Attendance is required. If you have three or more unexcused absences, you might be dropped from the course. However, it is your responsibility to drop the course if you decide to stop attending classes. If you don't, you may receive an F.

### Student behaviour:

Students are expected to behave in a courteous and respectful manner towards the class; this helps create a positive and supportive learning atmosphere in the classroom. Please be on time for your lectures, turn off your cell-phone and refrain from talking in class, leaving the classroom in the middle of a lecture or doing any other activity that could be disruptive to the class. Cheating will not be tolerated.

Required Syllabus Language: The UNM Accessibility Statement and the UNM Title IX Statement align with federal requirements as applied to UNM by Compliance, Ethics, and Equal Opportunity and Office of University Counsel. The Credit-hour statement fulfills UNM's accreditation requirements with the Higher Learning Commission and clarifies expectations for students. The UNM Accessibility Statement, the UNM Title IX Statement, and the Credit-hour statement in this document constitute the required UNM syllabus language for Fall 2024, as determined by the Office of the Provost and EVP for Academic Affairs. The other statements below are optional. Additional statements may be found on the website of the UNM [Division for Equity and Inclusion](#).

Support Language: "Student Support" in green introduces information that you may want to include for students. "Instructor Support" in purple offers context and resources of use to instructors. Branch campus instructors will want to substitute branch-specific references in green "student support" text areas.

Concerning Student Behavior: In response to concerns voiced by instructors, Academic Affairs has requested that the Faculty Senate Policy Committee consider development of a *Faculty Handbook* policy on instructor actions relative to disruptive classroom conduct. The existing *Faculty Handbook* states in [Information: D75: Classroom Conduct](#) that the classroom instructor is responsible for all classroom conduct, behavior, and discipline, yet it does not explicitly enable an instructor to withdraw/drop a student from a class due to disruptive conduct. Federal education law stresses student rights to educational access. This helps contextualize the “Respectful Conduct Expectations” statement below, which does align with the existing *Faculty Handbook* and federal law on the right to educational access and which should be used in tandem with a course absence policy. Please report behavior or information related to a student’s safety, conduct, and wellness to [Campus Assessment Response Education \(CARE\)](#).

Campus Safety: UNM maintains a Threat Assessment Team (TAT) comprised of qualified professionals trained in mental health, law enforcement, emergency response, and university resources and policy. The TAT convenes in a rapid response to address potential threats to the campus community and maintains communication with local and federal law enforcement, as well as the CARE team. In cases of emergency, call the UNM Police Department [\(505\) 277-2241](#) (phone number on the back of your Lobo ID) or your Health and Health Sciences or branch campus security. You may also call 911. Practice situational awareness: note the nearest building exit to your classroom and identify the nearest Automated External Defibrillator (AED) for use in an emergency by a trained individual. In an emergency, such as response to a fire alarm, you will be able to direct your students to the safest building exit and reassembly point. The [interactive campus map](#) visualizes building layout and adjacent spaces for all UNM campuses.

Artificial Intelligence and Academic Integrity: A 2023-24 task force led by Dean Leo Lo concluded that current policies on student conduct ([RPM 4.8](#), FH [D100](#), [D175](#), and [D176](#)) “reasonably articulate the university’s student conduct expectations.” We do not anticipate the need for a new policy on student use of AI. An [AI Resource](#) to support faculty in addressing student and classroom use of AI has been developed by the Center for Teaching and Learning. It includes approaches to syllabus language.

Freedom of Speech and Classroom and Campus Climate: At the end of this document, you will find information about how to anticipate and address classroom and campus climate issues that may surface in Fall 2024 by developing community in your academic setting. This information includes guidelines for inclusion of a community agreement on your syllabus enabling respectful debate and discourse and resources. As you prepare for the semester, it would be helpful to familiarize yourself with UNM resources (see <https://freespeech.unm.edu>) and policies:

- [Freedom of Expression and Dissent](#)
- [Free Expression and Advocacy](#)
- [Rules for Outdoor Events, Sound, and Posting](#)

Students are experiencing many stressors, as are instructors. Building a well-connected community in your class can alleviate stress and act as a strong measure to ensure respect and kindness. Normalizing the use of support resources can enable students, instructors, faculty, and staff to take advantage of excellent care options (for students: [Student Health and Counseling \(SHAC\)](#) and [Timely Care](#); for

faculty and staff: Counseling, Assistance, and Referral Services). Our commitment to freedom of speech is equaled by our commitment to making the experience of all students, instructors, faculty, and staff welcoming, meaningful, and equitable.