

Bereavement: Illinois State University has several systems in place to assist our students in times of crisis and bereavement. If you have suffered a bereavement, you may choose to notify the Office of the Vice President for Student Affairs of your loss, (phone: (309) 438-5451, e-mail: StudentAffairs@IllinoisState.edu) and they will contact all your professors on your behalf so you don't have to worry about it. The Dean on Duty (phone: (309) 438-2008, email: deanofstudents@illinoisstate.edu) and Student Counseling Services (phone: (309) 438-3655, email: counseling@illinoisstate.edu) are also there to help students deal with traumatic life events. University Sanctioned Events including Athletics: ¶ As per University policy, if you are on an athletic team or involved in other university-sanctioned events, you need to provide your instructor with information (name, athletic team/event, and planned travel dates) by the end of the second week of class. ¶ As per University policy, if you think you will be missing an assignment (quiz or lab) due to travel, you need to inform me in person at least one week in advance of the missed assignment to make accommodations, and your coach needs to email me 48 hours in advance of you leaving town. If the coach does not contact us within that time period you will likely receive a zero for that assignment.

Chemical Use: Please note that certain chemicals, including potentially hazardous chemicals, may be used in this laboratory. If you have concerns that chemicals used in this lab could affect you, you should discuss your concerns with your Laboratory Supervisor, physician, and/or EHS. A list of chemicals used is available upon request from the Laboratory Supervisor.

Student Access: Any student needing to arrange a reasonable accommodation for a documented disability and/or medical/mental health condition should contact Student Access and Accommodation Services at 350 Fell Hall, (309) 438-5853, or visit the website: StudentAccess.IllinoisState.edu.

Recording of Class and/or lectures sample statements

Full Denial to record: Students may not photograph or use audio or video devices to record classroom lectures or discussions or visual materials that accompany them (e.g., lecture slides, whiteboard notes/equations). Students with disabilities who need to record classroom lectures or discussions must contact Student Access and Accommodation Services to register, request and be approved for an accommodation. Students who violate this policy may be subject to both legal sanctions for violations of copyright law and disciplinary action under the University's Code of Student Conduct.

Permission required to record: Students must obtain written permission from the instructor if they wish either to photograph classroom lectures or discussions or to record them using audio or video devices. This restriction includes visual materials that accompany the lecture/discussion, such as lecture slides, whiteboard notes/equations, etc. Such recordings are to be used solely for the purposes of individual or group study with other students enrolled in the class. They may not be reproduced, shared in any way (including electronically or posting in any web environment) with those not in the class. Students with disabilities who need to record classroom lectures or discussions must contact Student Access and Accommodation Services to register, request and be approved for an accommodation.

Students who violate this policy may be subject to both legal sanctions for violations of copyright law and disciplinary action under the University's Code of Student Conduct.