Instructor: Dr. Alan Garvey
Office: VH 2166
Phone: x7600 (but please don't leave voicemail)
E-Mail: agarvey@truman.edu (in general I will respond within 24 hours, often much more quickly, perhaps as much as 48 hour response times on weekends, sometimes.)
Website: Generally, course information is available on the class webpage on my web server at: http://vh216602.truman.edu/agarvey Additional course information including the gradebook is available on Blackboard.

Virtual Office Hours: MF 8-11am, W 8-10:30am, Tu 9-10am (email for immediate response or to ask for an immediate Zoom), and, if necessary, in person by appointment. (Email me with dates and times you are available to arrange an appointment, preferably during regular office hour times.) The Zoom link will be emailed to you for Office Hour meetings.

Please review important support instructions for online learners available at online.truman.edu. This site will provide you with the most up-to-date information on important University resources and where to access them.

WELCOME

I'm glad you are taking this course. This course is meant to prepare you for graduation with your CS degree and beyond.

REQUIRED TEXTBOOK & OTHER RESOURCE INFORMATION

Required Reading Material (Books for Purchase)

There is no required textbook for this course.

Required Reading Material (Accessible Articles or Chapters Online – Not for Purchase)

Any additional reading materials will be provided on the class webpage.

Bookstore Website: https://www.bkstr.com/trumanstatestore/home

Truman Library Website: http://library.truman.edu/

PREREQUISITES, MINIMUM TECHNOLOGY, AND SKILL REQUIREMENTS

Prerequisites

Declared CS major and Senior status.

Minimum Technology Requirements

To successfully participate in this course, you need:
- Reliable broadband internet connection (Cable modem, DSL, or satellite)
- Relatively new operating system so that you can get technical support if needed (Windows 7 or newer, Mac OSX, etc.)
- Internet browser compatible with Blackboard, such as Firefox or Chrome or Safari. See Blackboard's help page for more details.
- Computer with speakers for listening to videos, microphone, and camera

Minimum Technical Skills

To be successful in the course, you need to be able to:
- Access the internet and navigate websites using a web browser
- Use word processing to complete written assignments
- Navigate Blackboard and use it to submit assignments
- Be comfortable using Zoom for synchronous class work and office hours
- Be comfortable using your computer microphone, speakers, and video camera.
- Send and receive email, **and check your email at least once daily.**
- Access the library and other online resources when off campus by using a VPN or view.truman.edu.
- Access the Department Linux server (ice.truman.edu) and navigate your way through the Linux environment, if you choose to use this server.

Technical Expectations for Completing Assignments and Exams

To complete assignments you need to be able to navigate the class web site and prepare documents using LaTeX or Microsoft Word or other text creation softare. Assignments will be made available through the class web site and submitted using the Assignment Submission form on the vh216602 server.   If you have a problem submitting an assignment you should email me an attachment of your work, but this should only be used if the Assignment Submission form fails.

GENERAL COURSE INFORMATION

Introduction to the Course

This course is a continuation of CS 191 Computing Structures and it covers most of the remainder of the textbook from that class. Major topics include logic in various forms, grammars, automata theory, and computability theory. Another way of thinking about it is that we are continuing to look at the topic of discrete mathematics from a computer science perspective.

Course Description

Topics designed to aid computer science students in preparation for employment, graduate study, completion of degree requirements, and life as a computer science professional. This course should be taken in the first semester of the final year of the student's degree program.

Course Objectives

Availability of Course Content

Course content will be available on a combination of Blackboard and the class website (vh216602.truman.edu/agarvey)

Credit Hour Justification:

CS 495 carries one hour of credit and is a first block course. This means that you should expect to spend an average of six hours per week on the course. These six hours include attending lectures, and preparing homework submissions.

IMPORTANT UNIVERSITY POLICIES AND PROCEDURES

Emergency Procedures

In each classroom on campus, there is a poster of emergency procedures explaining best practices in the event of an active shooter/hostile intruder, fire, severe weather, bomb threat, power outage, and medical emergency. This poster is also available as a PDF at this link: **http://police.truman.edu/files/2015/12/Emergency-Procedures.pdf** .

Students should be aware of the classroom environment and note the exits for the room and building. For more detailed information about emergency procedures, please consult the Emergency Guide for Academic Buildings, available at the QR code shown or at the following link: **http://police.truman.edu/emergency-procedures/academic-buildings/**

This six-minute video provides some basic information on how to react in the event there is an active shooter in your location: **http://police.truman.edu/emergency-procedures/active-shooter/active-shooter-preparedness-video/** .

Truman students, faculty, and staff can sign up for the TruAlert emergency text messaging service via TruView. TruAlert sends a text message to all enrolled cell phones in the event of an emergency at the University. To register, sign in to TruView and click on the "Truman" tab. Click on the registration link in the lower right of the page under the "Update and View My Personal Information" channel on the "Update Emergency Text Messaging Information" link. During a campus emergency, information will also be posted on the TruAlert website **http://trualert.truman.edu/**.

Discrimination and Title IX

Truman State University, in compliance with applicable laws and recognizing its deeper commitment to equity, diversity and inclusion which enhances accessibility and promotes excellence in all aspects of the Truman Experience, does not discriminate on the basis of age, color, disability, national origin, race, religion, retaliation, sex (including pregnancy), sexual orientation, or protected veteran status in its programs and activities, including employment, admissions, and educational programs and activities.   Faculty and staff are considered "mandated reporters" and therefore are required to report potential violations of the University's Anti-Discrimination Policies to the Institutional Compliance Officer.

Title IX prohibits sex harassment, sexual assault, intimate partner violence, stalking and retaliation. Truman State University encourages individuals who believe they may have been impacted by sexual or gender-based discrimination to consult with the Title IX Coordinator who is available to speak in depth about the resources and options. Faculty and staff are considered "mandated reporters" and therefore are required to report potential incidents of sexual misconduct that they become aware of to the Title IX Coordinator.

For more information on discrimination or Title IX, or to file a complaint contact:

Dr. Lauri Millot, Institutional Compliance Officer, Title IX and Section 504 Coordinator

Office of Institutional Compliance
Violette Hall, Room 1308
100 E. Normal Ave
Kirksville, MO 63501
Phone: (660) 785-4354
titleix@truman.edu

The institution's complaint procedure can be viewed at https://wp-internal.truman.edu/provost/files/2020/11/Truman-State-University-Complaint-Reporting-and-Resolution-Procedure9.2020.pdf and the complaint form is accessible at http://titleix.truman.edu/make-a-report/.

IMPORTANT CONTACTS

Various offices that provide services to online students are identified at the One Stop Services page on online.truman.edu. Should you need to consult with administrators that oversee this department and course, here is the contact information for those individuals:

Computer Science Department Chair:	Alan Garvey
	Violette Hall 2166
	785-7600
	agarvey@truman.edu
Dean, School of Science and Mathematics:	Dr. Tim Walston
	Magruder Hall 2004
	785-4248
	samdean@truman.edu

Hopefully your experience with this class is positive. When and if you feel a complaint about this or another course is required, however, the procedure for lodging a complaint can be found on the University's Report a Complaint page. Students taking an online course from outside of the state of Missouri should follow the complaint procedure offered here. **Students are always asked to address their complaint to the professor of the course first when possible, then take their concerns to the Department Chair if the matter cannot be resolved with the faculty member.**

LEARNER SUPPORT

The University provides a range of both academic and student support services to ensure your success. These offices can advise you on learning strategies, point you toward valuable services, and help you troubleshoot technical problems as they arise.

Center for Academic Excellence

The Center for Academic Excellence provides advising services for students in their first year for most departments, as well as tutoring services. The Center is located in PML 109 and it may be reached at 660-785-7403.

Counseling Services

Counseling Services are available on campus at McKinney Center. Appointments may be scheduled by calling (660) 785-4014. An after-hours crisis line is also available at 660-665-5621.

IT Help Desk

The IT Service Center has combined the IT Call Center, Help Desk and Telephone Services into a one-stop location to serve you. You will find the following services and more when you stop by Pickler Library 203 or call 660-785-4544. You may submit a customer support ticket at this web address.

Office of Student Access and Disability Services

To obtain disability-related academic accommodations students with documented disabilities must contact the course instructor and the Office of Student Access and Disability Services (OSA) as soon as possible. Truman complies with ADA requirements. For additional information, refer to the Office of Student Access and Disability Services website at **http://disabilityservices.truman.edu/**

You may also contact OSA by phone at (660) 785-4478 or email **studentaccess@truman.edu**

IMPORTANT DATES

For more information on drop and add dates and fees, see the registrar's schedule.

Start Date: Monday January 11, 2021
End Date of On-Campus Meetings: No on-campus meetings
Last Day of the Full Semester: Friday, April 30
Drop Dates: Last day to drop a course without a grade of "W" appearing on your transcript and no fee is January 15.
                              Last day to drop a course without a grade of "W" appearing on your transcript but WITH a $50 fee is Friday, February 5.
                              Last day to change to credit/no credit grading option is Friday, March 26.
                              Last day to drop the class WITH a grade of "W" appearing on your transcript is Friday, April 9.
Withdrawal Date: April 30th is the last day to withdraw from ALL classes with no refund.

DISCIPLINE-SPECIFIC INFORMATION

Information on the Computer Science major can be accessed via the CS Department Website or the CS Catalog Description. This course counts toward the Area C elective in the Computer Science major or as an elective course in the Computer Science minor. This course is designated as Writing-Enhanced.

ATTENDANCE/PARTICIPATION

University Policy

The University-wide attendance policy can be viewed here.

Definition of Attendance for This Course

The General Catalog states:

> The university expects students to attend all classes, yet recognizes co-curricular opportunities could lead to class absences. Faculty, students, and staff have the responsibility to support an environment that upholds the integrity of a Truman education and students' ability to experience a diversity of educational experiences. Truman adheres to Federal law regarding accommodations. Absences related to disability accommodations will be handled in coordination with the Disability Services Office. Absences related to Title IX will be handled in coordination with the Institutional Compliance Office.

No student having a sanctioned absence shall be penalized for such absence on account solely of being absent. Nothing in this policy is intended to excuse a student from the responsibility to make up missed work within a reasonable length of time. No faculty member will require documentation in support of a health-related absence. Nevertheless, students are strongly encouraged to attend required in-person or synchronous online class meetings when they can (i.e., they show no signs of illness and have no other sanctioned reason to be absent). Courses for which interactions are necessary to achieve the learning outcomes of the course (such as courses with a significant laboratory or performance component) may require attendance at some of those course elements not to exceed 50%. In extreme COVID-related circumstances where a student cannot meet even this expectation, the faculty member is advised to issue a grade of incomplete and require the student to fulfill the unmet requirement in a future semester.

A list of sanctioned absences can be found in the General Catalog (see link below). Sanctioned absences include serving as a representative of the University at intercollegiate athletic events, professional conferences, academic competitions, and field trips for courses, interviews for graduate school or careers, health-related absences (with documentation), and absences covered by Truman's non-discrimination policy. If the absence is unexpected, the student should arrange to make up the

missed work as soon as possible. An appeal of a faculty member's attendance policy can be made through the University Grade Appeals process (see the General Catalog for details).

The complete Attendance Policy can be found in the General Catalog:

http://catalog.truman.edu/content.php?catoid=19&navoid=1063#Attendance_Policy

Additional Spring 2021 Attendance Information

- No student having a sanctioned absence shall be penalized for such absence on account solely of being absent. Nothing in this policy is intended to excuse a student from the responsibility to make up missed work within a reasonable length of time.

- No faculty member will require documentation in support of a health-related absence.

- Nevertheless, students are strongly encouraged to attend required in-person or synchronous online class meetings when they can (i.e., they show no signs of illness and have no other sanctioned reason to be absent). Professors are encouraged to provide a clear mechanism for making up missed classes. The mechanism should work to achieve similar learning outcomes to those intended by class attendance, using activities that could involve make-up sessions, watching a recorded video of the class session, or other alternative assignments, according to the format of the course, the length of the absence and the resources available to the student and faculty member.

- In general, no part of a student's final semester grade should be calculated based on attendance. Courses for which interactions are necessary to achieve the learning outcomes of the course (such as courses with a significant laboratory or performance component) may require attendance at some of those course elements not to exceed 50%. In extreme COVID-related circumstances where a student cannot meet even this expectation, the faculty member is advised to issue a grade of incomplete and require the student to fulfill the unmet requirement in a future semester.

- The course's policy must be in the syllabus and communicated with students by the first day of class.

- Courses with field or clinical placements may defer to the attendance policy of the cooperating agencies.

Class attendance is your responsibility. I understand that you will occasionally have to miss class. However, whether you are in class or not you will be responsible for all deadlines and all materials taught or assigned. Graded activities such as tests, quizzes, labs, in-class projects, etc. . . may *not* be made up. Exceptions to this will be at my discretion and must be arranged with me **before** the missed class. Be aware that in class I will cover significant amounts of material that is not covered by the textbook.

GRADING

Grading: There will be four homework assignments and one exam given this semester.
Each homework assignment or exam will be graded using the following scale:
- Excellent: 3 points
- Satisfactory: 2 points
- Weak but passing: 1 point
- Missing: 0 points

At the end of the semester, grades will be assigned by the total number of points earned during the semester, using the following scale:
- 13 - 15 points: A
- 11 - 12 points: B
- 8 - 10 points: C
- 5 - 7 points: D
- 0 - 4 point(s): F

ASSIGNMENTS

Homework Assignments

You will use word processing software of your choosing to prepare written solutions to the homework assignments.

STUDENTS' AND INSTRUCTOR'S EXPECTATIONS

My Expectations of Students

I expect students to participate in person or via Zoom in the class lectures that cover the course material (also usually provided on slides), and submit homework assignments when they are due. I expect students to engage with the class, ask questions when they have them, and learn the concepts.

What Students Should Expect of Me as Their Instructor

During this course I will: respond to email within 24 hours, usually much more quickly, except maybe 48 hours on weekends; update you on any changes to our course in a timely manner; provide timely feedback on questions, activities, and assessments (no more than a week turn-around time, if work is submitted on time); make you aware of concerns I have with your performance or ability to succeed in the course; be available as a source of support in your learning.

If at any time I am forced to step away from the course for more than 48 hours, such as in the case of illness or personal emergency, I will notify the class as soon as possible and (if necessary) provide an additional point of contact for further information.

STUDENT ENGAGEMENT

Learner Interaction

I encourage students to interact with me and ask questions primarily through email. This is especially useful for technical questions related to homework assignments. Email me what you have (as an attachment, usually) and ask about what isn't working or you find confusing (or just indicate that you are lost). I am happy to Zoom with you during virtual office hours to talk through questions more related to understanding of concepts. It is also helpful to ask these kind of questions during class meetings, so that the whole class can hear the question and my response.

NETIQUETTE AND CIVIL DIALOG

As members of the Truman State University community online or on-campus, we all deserve the consideration and respect of one another as we go through this course. We should all be practicing basic courtesy. My office and classroom (including online spaces) are safe and welcoming environments for all students. I am entering this course under the assumption that everyone wants to be here and is excited about our topics. I expect us to treat everyone with respect.

When contacting a classmate or me via email, please follow basic etiquette guidelines that make online communication more efficient: Use a clear (but concise) subject line that conveys some sense of the email's contents. Use the proper name or title for your addressee; err on the side of being overly formal if you're not sure what name or title they prefer. Make sure that your audience has all the information they need in order to offer you a helpful response. This includes things like your name, the name of the class, and the assignment in question. Remember that we all (especially your professors) get a lot of email every day. If your message is not clear, you won't get the best response.

ACADEMIC HONESTY

"ACADEMIC HONESTY – Personal and scholarly integrity are expected of everyone in the class. Failure to live up to those

responsibilities, risks earning a failing grade on the assignment/examination, a failing grade for the course, and/or in serious cases expulsion for the academic program or University. The University policy on academic dishonesty as published in the Student Conduct Code and General/Graduate Catalog applies."
(**http://catalog.truman.edu/content.php?catoid=13&navoid=625&hl=academic+dishonesty&returnto=search#Academic_Dishonesty**).

Anyone submitting work to be graded which, in my estimation and beyond reasonable doubt, is not his or her work alone will receive an F. **No group work is allowed unless I explicitly indicate that you can work in groups.** When you do hand in group work, you must **always** indicate that it is group work and who was involved in it. You are welcome to discuss assignments with anyone, but all work you hand in must be your own. Corrolary: If you provide work you produce to others, you are aiding and abetting their dishonesty and thus being dishonest yourself. Providing your work to others or giving answers to others is not acceptable.

STUDENT SURVEY OF INSTRUCTION

You will be asked to complete a survey regarding my instruction in this course at the end of the term. The survey is anonymous and I will not see the results until after grades have been completed. It is very important that I receive this feedback as it helps me to continuously improve this class. It also helps the University make decisions about our overall curriculum. Please be sure to participate in this survey opportunity.