INF 392L  
Fall 2024

**Course Information**

Instructional Mode: Face-to-face  
Meeting Times: Tue 06:30 PM - 09:30 PM  
Meeting Location: UTA 1.502  
Unique Number: 27980

Instructor Mode: In Person: In case of weather conditions, health concerns or other class needs, the instructor has the option to move to the Canvas Zoom format as needed.

**Land Acknowledgment**

I would like to acknowledge that we are meeting on the Indigenous lands of Turtle Island, the ancestral name for what now is called North America. Moreover, I would like to acknowledge the Alabama-Coushatta, Caddo, Carrizo/Comecrudo, Coahuiltecan, Comanche, Kickapoo, Lipan Apache, Tonkawa and Ysleta Del Sur Pueblo, and all the American Indian and Indigenous Peoples and communities who have been or have become a part of these lands and territories in Texas.

**Instructor**

Sarah Cunningham

Email: shcunningham1@utexas.edu

**Office Hours and Location**

Office Location: LBJ Library Audiovisual Department

**Office Hours: by appointment**

**Communication:**The course Canvas site can be found at <https://utexas.instructure.com/courses/1393892>

The best way to communicate with me is via email [shcunningham1@utexas.edu](mailto:shcunningham1@utexas.edu) or through the Canvas website.

**Catalog Description**

Study of audio recording through a chronological examination of the development of recording; basic care and preservation of recordings; economics of audio preservation; and stability concerns of modern media.

**Overview of the Class**

All instructions, assignments, readings, rubrics and essential information will be on the Canvas website at

<https://utexas.instructure.com/courses/1393892>. Check Canvas regularly. **Changes** to the schedule may be made at my discretion if circumstances require. I will announce any such changes in class and will also communicate them via a Canvas announcement. It is your responsibility to note these changes when announced, and I will do my best to ensure that you are notified of changes with as much advance notice as possible.

**Pre-Requisites for the Course**

Prerequisite: Graduate standing.

**Learning Outcomes**

At the conclusion of this course, students will be able to:

perform the basic and skilled duties of audio archivists

**Grading Policy**

[Include the grade breakdown for your class.]

|  |  |
| --- | --- |
| Grade breakdown for class | |
| Grade | Cutoff |
| A | 94% |
| A- | 90% |
| B+ | 87% |
| B | 84% |
| B- | 80% |
| C+ | 77% |
| C | 74% |
| C- | 70% |
| D+ D D- | 67%  64%  60% |
| F | <60% |

**Overview of all Major Course Requirements and Assignments**

The following table represents how you will demonstrate your learning and how we will assess the degree to which you have done so.

|  |  |  |
| --- | --- | --- |
| **Assessment Overview** | | |
| Assignments | Points Possible | Percent of Total Grade |
| Class Participation | 100 | 40 |
| Essays | 100 | 35 |
| Research project | 100 | 25 |

**Recommended Course Materials**

All materials are on the Canvas page for this class

Final Exam Date and Time

There will not be a final exam in this class

**Class Canvas Site**

<https://utexas.instructure.com/courses/1393892>

Notice of Academic Accommodations from Disability and Access (D&A)

**Accessible/Compliant Statement:**

If you are a student with a disability, or think you may have a disability, and need accommodations please contact Disability and Access (D&A). You may refer to D&A’s website for contact and more information: <http://community.utexas.edu/disability/>. If you are already registered with D&A, please deliver your Accommodation Letter to me as early as possible in the semester so we can discuss your approved accommodations.

**Accessible, Inclusive, and Compliant Statement:**

The university is committed to creating an accessible and inclusive learning environment consistent with university policy and federal and state law. Please let me know if you experience any barriers to learning so I can work with you to ensure you have equal opportunity to participate fully in this course. If you are a student with a disability, or think you may have a disability, and need accommodations please contact Disability and Access (D&A). Please refer to D&A’s website for contact and more information: <http://community.utexas.edu/disability/>. If you are already registered with D&A , please deliver your Accommodation Letter to me as early as possible in the semester so we can discuss your approved accommodations and needs in this course.

**Counseling and Mental Health Center (CMHC)**

Students who are struggling for any reason and who believe that it might impact their performance in the course are urged to reach out to Bryce Moffett if they feel comfortable. This will allow her to provide any resources or accommodations that she can. If immediate mental health assistance is needed, call the Counseling and Mental Health Center (CMHC) at 512-471-3515 or you may also contact Bryce Moffett, LCSW (iSchool CARE counselor) at 512-232-4449. Bryce’s office is located in FAC18S and she holds drop in Office Hours on Wednesday from 2-3pm. For urgent mental health concerns, please contact the CMHC 24/7 Crisis Line at 512-471-2255.

Important Safety Information

**Carrying of Handguns on Campus**

Students in this class should be aware of the following university policies related to Texas’ Open Carry Law:

* Students in this class who hold a license to carry are asked to [review the university policy regarding campus carry](https://www.utexas.edu/campus-carry#ac).
* Individuals who hold a license to carry are eligible to carry a concealed handgun on campus, including in most outdoor areas, buildings and spaces that are accessible to the public, and in classrooms.
* It is the responsibility of concealed-carry license holders to carry their handguns on or about their person at all times while on campus. Open carry is NOT permitted, meaning that a license holder may not carry a partially or wholly visible handgun on campus premises or on any university driveway, street, sidewalk or walkway, parking lot, parking garage, or other parking area.

University Policies and Resources for Students Canvas Page

This Canvas [page](https://utexas.instructure.com/courses/1377522) is a supplement to all UT syllabi and contains University policies and resources that you can refer to as you engage with and navigate your courses and the university.