

CSCI 300 Seminar in Computing (Spring 2025)

Contents

1	Logistics	1
1.1	Instructional Staff	1
1.2	Key Dates	2
1.3	Course Website	2
1.4	Office Hours	2
2	Course Description	2
2.1	Workload	2
2.2	Course Content	2
2.3	Learning Objectives	2
2.4	Course Text	2
3	Course Structure and Grading	3
3.1	Final Grade Calculations	5
3.2	Regrade Requests	5
3.3	Honor Code	5
4	Course Policies	6
4.1	Office Hours vs. Email	6
4.2	Late Work	6
4.3	Late Enrollments	6
4.4	Attendance	6
4.5	Modifications to the Syllabus	6
4.6	Student Feedback	6
5	Required Syllabus Statements	6
5.1	Religious Holidays	6
5.2	Students with Disabilities	7
5.3	Inclement Weather, Pandemic or Substantial Interruption of Instruction	7
5.4	OAKS	7
6	Acknowledgments	7
7	Schedule (Tentative)	8

1 Logistics

1.1 Instructional Staff

Instructor: Michael Levet (He/Him/His); lastnamefirstinitial (at) cofc (dot) edu.

Lecture: M 2:30-5:15, Harbor Walk West 213.

I will attempt to provide a Zoom (hybrid) option for remote synchronous participation. While I anticipate that this will be available for much of the class, it will not be available for our Speaker Series. Additionally, this class is not officially listed as hybrid, and so any Zoom option is provided as-is and without liability. In particular, students who do participate remotely or rely on the recordings are solely responsible for the consequences of technology issues with the recordings (e.g., a broken microphone in the classroom).

1.2 Key Dates

Last Day to Drop Before Grade of ‘W’ Is Recorded: Tuesday, January 14.

Last Day to Drop Before with Grade of ‘W’: Monday, March 24.

Breaks: January 20 (Martin Luther King Jr. Day), March 2-8 (Spring Break), Note that the last full day of classes for the semester is Wednesday April 23.

Final Exam: There will be no final exam.

Career Fair: February 11.

1.3 Course Website

All announcements will be posted to the course website: <https://michaellevet.github.io/S25/CSCI300/index.html>. Students are responsible for checking the course website daily. Assignments and other course materials will be posted to OAKS.

1.4 Office Hours

Office hours will be on Zoom. The Zoom link and days/times for office hours will be posted to my course homepage. Your success is my top priority– if any of these times don’t work, please do not hesitate to email me to schedule an appointment! **If you have COVID or another contagious illness, please do not attend my office hours in-person. I will be happy to facilitate remote participation.**

2 Course Description

Prerequisite: CSCI 221 (C- or better)

2.1 Workload

CSCI 300 is a 3-credit course. I expect that most weeks, the workload outside of class will be between 1-3 hours/week. However, the work to prepare for a presentation or complete a writing assignment might require 9-12 hours for that respective week.

2.2 Course Content

A seminar course to prepare majors for careers in CS by discussing and studying professional, ethical, legal, and social issues and responsibilities in computing. Local and global impact of computing on individuals, organizations, and society will also be addressed. Oral presentations and written work will be required.

2.3 Learning Objectives

We have the following learning outcomes.

- Recall major theories of ethics.
- Explain professional, ethical, legal, and social issues and responsibilities in computing.
- Explain the importance of security and privacy in computing.
- Analyze the impact of computing on individuals and society.
- Explain the need for engaging in continuous professional development.
- Make oral presentations on assigned ethical, legal and social issues.
- Write a term paper on an ethical, legal, or social issue.

2.4 Course Text

None.

3 Course Structure and Grading

- **Speaker Series.** There will be several speakers (see the schedule on the last page), on a subset of our Monday classes. For each presentation, you will be asked to submit one question. Your question should be **thoughtful**, and not something that is routine/definitional or easily answered by a quick Google search.

Your questions will be graded on a Credit/No Credit basis. There are six speakers currently scheduled, and so there are a maximum of 6 possible points. If a speaker cancels, this will be adjusted downward accordingly, along with thresholds for letter grades. I will provide clear, written notice to you should this happen.

Note: If you are not able to attend class, then you can instead submit an article related to ethics in computing along with a **thoughtful** question. Your question should clearly indicate that you have engaged with the article. **Please do not come to class if you are sick!**

- **Software Engineering Ethics Activities.** There will be three ethics activities (details to be provided in class). These will be graded on a Credit/No Credit basis, with each activity worth 1 point (for a total of 3 points). Students who do not receive credit on the first attempt will have one attempt to revise for full credit.

In general, work that demonstrates clear engagement with the content will receive credit.

- **Resumé/CV.** This semester you are required to update your resumé **OR** academic CV (these are not the same thing!). For those of you intending to pursue an internship or full-time job after graduation, you should plan to update your resumé. If you are intending to pursue graduate studies, then it is worthwhile to update your academic CV.

There will be class time to work on your resumé/CV, including providing feedback and suggestions to your classmates.

You will turn in your final resumé or academic CV via email (see the next bullet point). Your resumé/CV will be graded on a Credit/No Credit basis and is worth 1 point. Students who do not receive credit on the first attempt will have one attempt to revise for full credit.

If your resumé or CV makes reasonable progress towards being presentable at a career fair or grad school application, respectively, then it will receive credit.

- **Email.** A few of you still send unprofessional, unsigned emails to your professors. It is worthwhile to break this habit before corresponding with a future employer or graduate adviser. Please send me a business email introducing yourself and including a PDF copy of your resumé/CV with the email. Please address me as Michael, Prof. Levet, or Dr. Levet. Please make the subject line in the form of: "CSCI 300: <followed by whatever subject you find appropriate for your message>".

Your email will be graded on a Credit/No Credit basis and is worth 1 point..

Note: Please address your other professors as Prof. LastName or Dr. LastName, unless they tell you otherwise. Addressing a professor as Mr./Mrs./Ms./Miss/Mx. LastName is not appropriate.

- **Career Fair.** Students are expected to attend some career-development experience, including one of the following:

- The Career Fair.
- The CS department's BizBash event.
- Interviewing for an internship or full-time job.
- Obtaining an internship or full-time job.

After attending, please submit to OAKS a 1-2 paragraph reflection on your experience. This will be graded on a Credit/No Credit basis and is worth 1 point.

In particular, if you have an internship or full-time job, then there is no need to further pursue job opportunities (at least, as far as this class is concerned).

- **Presentation.** Students will choose a topic from a list of topics presented during lecture. Students should incorporate social, legal or ethical considerations relevant to the topic in their presentations. Presentations should last for 13-15 minutes followed by 3 – 4 minutes of Q&A. Presentations will be graded as follows:

- 1 point for submitting a topic to be approved by the deadline. If your initial topic is not approved, then you must select an alternative and appropriate topic by the deadline.
- 1 point for showing up with slides.
- 1 point for staying within the time limit.
- 1 point for being on-topic.
- 1 point for being coherent; that is, the audience should walk away with an understanding of the point you were trying to make.
- 1 point for professionalism. While your presentation need not be stuffy (humor can be a powerful tool), it should be free of unprofessional elements, including but not limited to the following:
 - * Heavy or excessive vulgarity,
 - * Sexual innuendo or sexually explicit content,
 - * Excessive depictions of violence,
 - * Discriminatory comments against individuals or groups, based on characteristics such as race, religion, gender, sexual orientation, etc.It is perfectly acceptable and in-scope, for instance, to give a presentation on how group X is marginalized in computing. It is **NOT** acceptable to make jokes about group X, use memes that perpetuate stereotypes about group X, etc.

We will discuss sensitive topics in class. In order to do so constructively, it is important to approach these topics with respect and sensitivity towards others. You should adhere to this organizing principle in your presentation. If there are any questions about what is (not) appropriate, it is your responsibility to ask me reasonably in advance, so that they can be **resolved** at least 24 hours before your presentation.

Students who give unprofessional presentations are liable to earn a 0 for their *entire* presentation and will not receive extra points for allowing their talk to be recorded. The determination as to lack of professionalism rests entirely with the instructor.

If you agree to have your talk recorded on Zoom and uploaded to OAKS, I will award 2 extra points.

I *highly* recommend practicing your talk several times beforehand! Giving a talk is not easy.

- **Evaluations.** After each presentation, students will be asked to provide constructive and respectful feedback on ideas for improving future presentations. This feedback should be non-trivial. Each evaluation is worth 1 point, and will be graded on a Credit/No Credit basis. Students can earn a maximum of 8 points via evaluations.
- **Term Paper.** Write an interesting essay on a technological happening in the world. Include information related to ethics, social, or legal issues surrounding your topic. Make arguments for or against the topic you choose. Be sure to have at least 5 sources and cite those sources in a format of your choosing. **Your paper should be 1 – 2 pages in length. The bibliography does not count towards this requirement.**

Additionally, you must find time to meet with me for 5 minutes and explain the issues surrounding your topic.

More details will follow.

The term paper will be graded as follows:

- 1 point for having your topic approved ahead of time. This *can* be the same topic as for your presentation.
- 1 point for having at least 5 sources and citing them correctly.
- 1 point for discussing the ethics, social, or legal issues related to your topic.
- 1 point for turning in your paper draft mid-semester.

- 1 point for meeting with me and explaining your topic. If you do not meet with me, then you do not get credit for anything related to the term paper.
- 1 point for reasonably correct spelling and grammar.

3.1 Final Grade Calculations

There are a total of 32 possible points available (+2 points for allowing your presentation to be recorded). Final grades will be issued according to the following cutoffs:

- A: ≥ 29 points.
- A-: 28 points.
- B+: 27 points.
- B: 26 points.
- B-: 25 points.
- C+: 24 points.
- C: 23 points.
- C-: 22 points.
- D+: 21 points.
- D: 20 points.
- D-: 16 – 19 points.
- F: $n \leq 15$ points.

Note that the +2 points for allowing your presentation to be recorded corresponds to adding $2/32 = 6.25\%$ your grade.

3.2 Regrade Requests

Students have 7 days (including weekends) from when a grade was returned to request a regrade. I am happy to fix mistakes in grading. Other regrade requests will not be considered. When you submit a regrade, please clearly indicate the error made in grading. All regrade requests must be submitted using the Google form on the course homepage.

3.3 Honor Code

I expect students are familiar with policies pertaining to academic integrity, outlined in the Student Handbook. You are welcome and encouraged to discuss the homework problems with each other and with me. It is expected that you work the problems by yourself first, so that you can contribute to the discussion. This policy will be changed, reluctantly, if I find it is being abused. **Your submissions must be written in your own words and reflect your understanding of the material.** Note that you are responsible for citing any resource (including other people) that are not members of the course staff, the course lecture notes, or the lectures. Posting to online forums for help (e.g., Chegg, Reddit, StackExchange, etc.) is an **honor code violation**. Regurgitating solutions from generative AI (including, but not limited to ChatGPT) is an honor code violation. If there are any questions regarding this policy, please ask the instructor.

Any acts of suspected academic dishonesty will be reported to the Office of the Dean of Students and addressed through the conduct process. Students found responsible for honor code violations will be subject to the following minimum penalties:

- You will receive -2 points on the assignment in question.
- You will be reported to the Office of Academic Integrity, which may choose to impose additional penalties.

Honor code violations may result in an XXF for the course, which carries the same weight as an F. The XX modifier denotes that the grade was received for academic integrity violations. **Please do not cheat.** It is not worth it.

4 Course Policies

4.1 Office Hours vs. Email

I am generally happy to discuss course logistics via email (e.g., scheduling appointments, etc.). However, email is usually not a conducive medium for tutoring. If you email me with a question about the homework (and you are certainly welcome to do so), I reserve the right to ask you to come to office hours with your question. Note that this does associate some risk with procrastination, in that you may not get your question answered until after the assignment due date (or after the quiz/exam). Similarly, if you email me late at night, I may not see your email until after the assignment is due. Please plan accordingly.

4.2 Late Work

Late work will **not** be accepted, unless prior arrangements have been made or in case of emergency situations. Extensions can be requested using the Google form on the course homepage. I recognize that you all will frequently have competing deadlines, including for your other classes as well as personal obligations. There is not always time to meet all of one's deadlines. The way to handle these situations is to communicate reasonably in advance. For non-emergency situations, please request an extension at least 24 hours in advance. In general, I encourage you to ask for what you need. While I will in general try to be flexible for short-term extensions, do note that that requesting an extension does not guarantee that you will receive one.

4.3 Late Enrollments

Students who enroll in the course after the first day of class are subject to the same deadlines as the rest of the class.

4.4 Attendance

Attendance is not required and will only be taken during the first two weeks, for the purpose of attendance verification as required by CofC. Students who have not engaged with class by attending, completing assignments, or emailing me may be reported as having “never attended.” If you are sick, please stay home— let me know if this is in the first two weeks, so that you do not get dropped. In particular, if you have COVID, please quarantine until such time as you are not contagious. I will be happy to facilitate remote participation in these instances. In the event that any member of the class (myself included) contracts COVID, I reserve the right to move the entire class online.

Note that ≥ 0 class sessions will be recorded via both voice and video recording. By attending and remaining in this class, the student consents to being recorded. Recorded class sessions are for instructional use only and may not be shared with anyone who is not enrolled in the class.

4.5 Modifications to the Syllabus

The instructor reserves the right to modify any of the policies in the syllabus at any time, particularly as dictated by the interests of learning and fairness. Students will not be graded any harsher than as outlined in Section 3.1.

4.6 Student Feedback

Student feedback regarding this course is welcome at any time. Those who wish to leave feedback anonymously are welcome to do so using the Google form on the course homepage. Students are also welcome to reach out to the instructor via email or in office hours to discuss their concerns.

5 Required Syllabus Statements

5.1 Religious Holidays

Campus policy regarding religious observances requires that faculty make every effort to deal reasonably and fairly with all students who, because of religious obligations, have conflicts with scheduled exams, assignments or required attendance. In this class, please contact the instructor within the first two weeks to discuss any conflicts with religious events.

5.2 Students with Disabilities

The Center for Disability Services/SNAP is committed to assisting qualified students with disabilities achieve their academic goals by providing reasonable academic accommodations under appropriate circumstances. If you have a disability and anticipate the need for an accommodation in order to participate in this class, please connect with the Center for Disability Services/SNAP. They will assist you in getting the resources you may need to participate fully in this class. You can contact the Center for Disability Services/SNAP office at 843.953.1431 or at snap@cofc.edu. You can find additional information and request academic accommodations at the Center for Disability Services/SNAP website.

If you are not registered with SNAP and believe you may need a disability accommodation, please do not hesitate to contact me.

5.3 Inclement Weather, Pandemic or Substantial Interruption of Instruction

In the event of inclement weather, I will communicate a detailed plan for how class will proceed (if at all). Please prioritize your safety in these situations, including any need to evacuate. If there is a need to evacuate, I will also be prioritizing my own evacuation. The university has allocated make-up days on the weekends to be used if class is canceled for inclement weather. I will communicate in a timely manner for if/how these days will be used.

In the event of a surge in the ongoing COVID pandemic, I reserve the right to make adjustments to the structure of the class. In particular, if there exists at least one member of the class with COVID, I reserve the right to move the course online.

5.4 OAKS

OAKS will be used this semester to provide the syllabus, assignments, and such. I reserve the right to use the OAKS gradebook.

6 Acknowledgments

I wish to thank Prof. Stalvey for sharing her materials. Much of this syllabus has been adopted from hers.

7 Schedule (Tentative)

Note that this schedule is subject to change.

Class	Date	Topic1	Topic2
1	Jan. 13	Syllabus	Intro to Resumés/CVs
	Jan. 20	No Class (Martin Luther King Jr. Day)	
2	Jan. 27	Intro to Ethics (2:30-3:45)	Speaker Series: Jim Allison (Career Services)
3	Feb. 3	More Ethics (2:30-3:45)	Speaker Series: Tracy Garnar (Microaggressions)
4	Feb. 10	Work on Resumés/CVs (2:30-3:45)	Speaker Series: Dr. Baza's Research Group
5	Feb. 17	Student Presentations (x6)	Ethics Activity 3
6	Feb. 24	Student Presentations (x6)	
	Mar. 3	No Class (Spring Break)	
7	Mar. 10	Student Presentations (x5)	Speaker Series: Dr. Lovellette and Dr. Hashemi
8	Mar. 17	Student Presentations (x6)	
9	Mar. 24	Student Presentations (x6)	
10	Mar. 31	Alumni Symposium (Tentative)	
11	Apr. 7	Student Presentations (x4)	Speaker Series: Arun Lakhota (Cybersecurity)
12	Apr. 14	Class Canceled	
13	Apr. 21	Class Canceled	