

SOC 4643: Sociology of Gender
Oklahoma State University
Fall 2016

MWF 1:30 – 2:20 PM
Classroom Building 214

Professor: Heather McLaughlin
Office Hours: M/W 2:30 – 4:00 PM
Office: 469 Murray Hall
Phone: (405) 744-6124
heather.mclaughlin@okstate.edu

Teaching Assistant: Dhruba Sinha
Office Hours: M/W 11:00 AM – 12:30 PM
Office: 401 Murray Hall
Phone: (405) 334-3416
dhruba.sinha@okstate.edu

Course Description

Though often taken for granted in everyday life, gender plays a critical role in organizing individuals within organizations, institutions, and society. This course will critically examine how gender is experienced by women and men and how taken-for-granted assumptions about femininity and masculinity are formed. Over the course of the semester, we will explore the social organization of gender from diverse theoretical and empirical perspectives.

Course Objectives

The primary goal of this course is to understand the sociological perspective as it relates to gender. After taking this course, students should have a basic understanding of gender and how it serves to categorize individuals within organizations, institutions, and society. In addition, students will be able to understand and critically evaluate the role of gender in their own lives and communicate effectively how individuals' experiences and behaviors are shaped by gender.

Required Texts

There is one required book for this course, available for purchase at the campus bookstore:

- Pascoe, C.J. 2011. *Dude, You're a Fag: Masculinity and Sexuality in High School*. Berkeley, CA: University of California Press.

Additional required readings are available on the course website. A brief introduction to the readings, along with a few discussion questions, will also be available. Weekly readings should be completed before class on Monday unless indicated otherwise on D2L.

Course Website

This course heavily uses D2L (available at <https://online.okstate.edu>). On the course website, you will find the syllabus, assignment descriptions and grading rubrics, grades, weekly required and supplemental readings, and PDF copies of lecture slides. I recommend that you check the website regularly for announcements and other supplemental information. Please see me if you have any questions or have difficulty accessing D2L.

Classroom and Teaching Philosophy

The class will be a stimulating and enjoyable experience for all of us if everyone comes prepared and ready to discuss and share ideas, opinions, and analyses of the readings, videos, and lectures. While I will provide background information for each topic, I believe that we can also learn from each other. My philosophy of teaching and learning is an interactive, participatory one, and we will regularly discuss readings as a class and in small groups. I expect your complete effort, participation, engagement, and regular attendance. You can expect the same from me.

The classroom environment should also be free of discrimination, harassment, and intimidation. Some class material is sensitive, and we must all work together to create a safe place for all students. It is essential that we respect others' privacy, and personal information shared during class discussion should be treated as confidential. Diverse opinions can enrich discussions, and a norm of mutual respect for others' viewpoints is expected during all class sessions.

Grading

I will use the following scale in assigning your final course grades. Grading rubrics and instructions will be provided for individual assignments.

A Excellent	D Below Average
B Good	F Failure
C Average	

Your course grade will be based on the following assignments:

- G-Rated Film Analysis 10%
- Attendance & Participation 15%
- Autoethnographic "Mix Tape" 15%
- Gender in Interaction Paper 20%
- Exam 1 (Take-Home Exam) 20%
- Exam 2 (Take-Home Exam) 20%

1) G-Rated Film Analysis (10%) – After reading Martin & Kazyak's (2009) article, "Hetero-Romantic Love and Heterosexiness in Children's G-Rated Films" you will watch and analyze a recent top-grossing G-Rated film for the depiction of hetero-romantic story line(s) and heterosexuality. You must turn in a written response (about 2 double-spaced typed pages) and accompanying table that shows your understanding of the key ideas, justifies your analytic decisions, and provides specific examples from the film. Your paper is due on **Friday, September 30th**.

2) Attendance & Participation (15%) – This portion of your grade will be based on your attendance, class preparedness, participation in discussions and class exercises, and completion of in-class assignments and activities. To do well in this aspect of the course, you are expected to contribute regularly to class discussion and group work. In other words, you must do more than simply show up to class. A student who attends every class, participates in group work, but never contributes to larger class discussions can expect to earn about 80% of the points available (i.e., a loss of 3 percentage points on your final course grade). You are allowed two unexcused absences before your attendance grade is negatively impacted. However, you will not be allowed to make up missed in-class activities if you are tardy or absent.

3) Autoethnographic “Mix Tape” (15%) – Music can be a powerful medium for shaping our understandings of certain issues and evoking emotions and memories. In this assignment, you will critically reflect on how the music *you* have listened to throughout your life has influenced your thoughts about what it means to be a gendered person. Choosing 8 songs, you will write a paper that (1) describes your personal tie to the song and (2) critically analyzes the messages about gender (about 150-200 words for each song). Your paper is due on **Monday, November 28th**. You will also prepare a 5-10 minute audiovisual presentation of your project, choosing 1 song from your “mix tape” to present to the class during **Week 16 (11/28 – 12/2)**.

4) Gender in Interaction Paper (20%) –This assignment requires you to use a common social science research method, participant observation, to observe the significance of gender outside the classroom. To complete this assignment, you will observe social interactions, write field notes about your experience, and use course material to analyze your observations in a 4-5 page essay. For example, you could write about a specific, coordinated event (e.g, a child’s birthday party, bachelor(ette) party, or athletic event) or write about interesting interactions that emerge in a public space (e.g., a town hall meeting, political rally, fitness center, or restaurant). If you have any questions about whether or not your proposed topic is appropriate for this assignment, please discuss it with me in advance. More information about this assignment will be provided, but your field notes are due on **Monday, October 17th** and your paper is due on **Monday, November 7th**.

5) Exams (20% each, 40% total) – Each take-home exam will include short answer and essay questions. You may refer to all of your course readings, notes, and lecture material; however, you are not allowed to use any outside resources and you must work independently.

- **Exam 1** will cover material from the first 6 weeks of the semester. It will be distributed on **Friday, September 23rd** and is due on **Friday, October 7th**.
- **Exam 2** will focus on material covered after week 6, but will build upon core concepts and ideas introduced earlier in the semester. It will be distributed on **Monday, November 21st** and is due on **Tuesday, December 6th**.

Course Policies

1) Classroom Etiquette: As mentioned above, the classroom environment should be free of discrimination, harassment, and intimidation. Students who continue to disrupt class or initiate distractions that detract from the learning process after being asked to stop will be asked to leave. Examples include talking during lecture, text messaging, surfing the web, arriving late, leaving early, and anything else that might bother you or someone around you. Please keep cell phones and other devices used for personal purposes off during class time. You may use laptops to take notes during lecture, but I reserve the right to revoke your use if you are using your computer for purposes unrelated to the class. You may not record the instructor or any guest lecturers without their explicit permission.

2) Late Assignments: On all written assignments, your grade will decrease by 5 points for each class period that it is late. Your take-home final exam, which is due at the beginning of finals week, will be penalized 5% for each *day* that it is late. You must provide valid written documentation to excuse late assignments and avoid this late penalty.

3) Absences: To do well in the course, you must attend class. However, if you do miss class, I will assume you have a good reason. You do not need to provide me with an explanation, but written documentation is required to excuse any absence. If you miss class, it is your responsibility to obtain the material you missed. Please do **NOT** email me asking what you missed. Instead, you should review the lecture handout and any other supplemental content posted on the course website, obtain notes from a classmate, and then speak with either me or the Teaching Assistant during office hours or by appointment if you have a questions or would like to further discuss the material. **You may miss two class periods without penalty. Additional unexcused absences will negatively impact your attendance and participation grade.**

4) Final Grade Calculation: Extra credit will not be allowed under any circumstances. However, I am sympathetic to students who performed poorly on a single assignment, and I want to reward students who work especially hard and do exceptionally well on an assignment. Thus, I will recalculate every student's final grade by reallocating 5% points *from* your lowest score (of the course components listed above) *to* your highest score. For example, if your highest score was a 90 on Exam 1 and your lowest score was a 60 on Exam 2, then Exam 1 will now be worth 25% of your final grade and Exam 2 will only be worth 15% of your final grade (instead of 20% for each).

5) Academic Dishonesty: Academic dishonesty is any act that violates the rights of another student in academic work or that involves misrepresentation of your own work. Examples include cheating on assignments or examinations, plagiarizing, and intentionally tampering with grades. Academic dishonesty will not be tolerated, and students who violate OSU's Academic Integrity Policy (available as a PDF on the course website) will be subject to sanctions ranging from a failing grade on the assignment, a grade of "F!" for the course, or dismissal from the University. For more information about academic dishonesty, please contact the Office of Academic Affairs: 101 Whitehurst, (405) 744-5627, (<http://academicintegrity.okstate.edu>).

6) Disabilities: If you have a condition that affects your ability to participate fully in class or meet course requirements, please contact me as soon as possible so that we can arrange appropriate accommodations. You are also encouraged to contact Student Disability Services: 315 Student Union, (405) 744-5470, (<http://sds.okstate.edu>).

Course Schedule

All course readings are available for viewing or download on the course website. If you are not able to access D2L, many of the academic journal articles can also be viewed or printed by logging in to the library website (www.library.okstate.edu). Hard copies are available for photocopy in my office.

Week 1 (8/15 – 8/19): Key Concepts and Definitions

1. Ryle, Robyn. 2015. *Questioning Gender: A Sociological Exploration, 2nd Edition*. Los Angeles, CA: Sage. [Chapter 1]

Week 2 (8/22 – 8/26): Gender Systems

1. Nanda, Serena. 2014. "Cultural Patterns and Sex/Gender Diversity." Pp. 65-71 in *The Gendered Society Reader, Fifth Edition*, edited by M. Kimmel and A. Aronson. New York: Oxford University Press.
2. Westbrook, Laurel and Kristen Schilt. 2014. "Doing Gender, Determining Gender: Transgender People, Gender Panics, and the Maintenance of the Sex/Gender/Sexuality System." *Gender & Society* 28: 32-57.

Week 3 (8/29 – 9/2): Gender Norms and Expectations

1. Strate, Lance. 2004. "Beer Commercials: A Manual on Masculinity." Pp. 533-542 in *Men's Lives, 6th Edition*, edited by M.S. Kimmel & M.A. Messner. Boston, MA: Allyn & Bacon.
2. Brannon, Linda. 2005. *Gender: Psychological Perspectives, 4th Edition*. Pearson. [excerpt from Chapter 7]

Week 4 (9/5 – 9/9): Multiple Masculinities and Femininities

9/5 *NO CLASS – Labor Day*

1. Schippers, Mimi. 2007. "Recovering the Feminine Other: Masculinity, Femininity, and Gender Hegemony." *Theory and Society* 36: 85-102.
2. Additional Reading will be Assigned:
 - **Group Member A:** Mirandé 2004
 - **Group Member B:** Pyke and Johnson 2003
 - **Group Member C:** Messner 2007

Week 5 (9/12 – 9/16): Gender as Process

1. West, Candace and Don H. Zimmerman. 1987. "Doing Gender." *Gender & Society* 1: 125-151.
2. Rupp, Leila J. and Verta Taylor. 2003. *Drag Queens at the 801 Cabaret*. Chicago, IL: University of Chicago Press. [Chapter 2]

Week 6 (9/19 – 9/23): Policing Gender

9/23 *Exam 1 Distributed*

1. Lucal, Betsy. 1999. "What it Means to be Gendered Me: Life on the Boundaries of a Dichotomous Gender System." *Gender & Society* 13: 781-797.
2. Pascoe, C.J. 2011. *Dude, You're a Fag: Masculinity and Sexuality in High School*. Berkeley, CA: University of California Press. [Chapter 1 & 3]

Week 7 (9/26 – 9/30): Gender Socialization

9/30 *G-Rated Film Analysis Due (uploaded to Dropbox by noon)*

1. Pascoe, C.J. 2011. *Dude, You're a Fag: Masculinity and Sexuality in High School*. Berkeley, CA: University of California Press. [Chapter 2]
2. Martin, Karin A. and Emily Kazyak. 2009. "Hetero-Romantic Love and Heterosexiness in Children's G-Rated Films." *Gender & Society* 23: 315-336.

Week 8 (10/3 – 10/7): Gender, Sexuality, and Bodies

10/7 *Exam 1 Due (uploaded to Dropbox by noon)*

1. Pascoe, C.J. 2011. *Dude, You're a Fag: Masculinity and Sexuality in High School*. Berkeley, CA: University of California Press. [Chapter 4]
2. Tanenbaum, Leora. 2004. "Slut! Growing up Female with a Bad Reputation." Pp. 213-219 in *The Kaleidoscope of Gender: Prisms, Patterns, and Possibilities*, edited by J. Z. Spade and C. G. Valentine. Belmont, CA: Wadsworth Publishing.

Week 9 (10/10 – 10/14): The Social Construction of Gendered Bodies

10/14 *NO CLASS – Fall Break*

1. Pascoe, C.J. 2011. *Dude, You're a Fag: Masculinity and Sexuality in High School*. Berkeley, CA: University of California Press. [Chapter 5]
2. Additional Reading will be Assigned:
 - **Group Member A:** Cornell 2016 & Kuczynski 2007
 - **Group Member B:** Mernissi 2004
 - **Group Member C:** excerpts from Chapkis 2003
 - **Group Member D:** Nelson 2009

Week 10 (10/17 – 10/21): Gender as Process, Stratification, and Structure

10/17 *Gender in Interaction Field Notes Due (bring 2 copies to class with you)*

1. Lorber, Judith. 2004. "'Night to His Day': The Social Construction of Gender." Pp. 33-51 in *Feminist Frontiers*, edited by Verta Taylor, Nancy Whittier, and Leila J. Rupp. New York: McGraw-Hill.
2. Pascoe, C.J. 2011. *Dude, You're a Fag: Masculinity and Sexuality in High School*. Berkeley, CA: University of California Press. [Chapter 6]

Week 11 (10/24 – 10/28): A Gendered Analysis of Halloween

1. Nelson, Adie. 2014. "The Pink Dragon is Female: Halloween Costumes and Gender Markers." Pp. 217-224 in *The Kaleidoscope of Gender: Prisms, Patterns, and Possibilities, 4th Edition*, edited by Joan Z. Spade and Catherine G. Valentine. Los Angeles, CA: Sage.

Week 12 (10/31 – 11/4): Gender, Violence, and Media

1. Cohn, Carol. 1993. "Wars, Wimps, and Women: Talking Gender and Thinking War." In *Gendering War Talk*, Edited by M. Cooke and A. Wollacott. Princeton: Princeton University Press.
2. Wood, Julia T. 2005. "Gendered Power and Violence." Pp. 258-284 in *Gendered Lives: Communication, Gender and Culture*. Boston, MA: Wadsworth.

Week 13 (11/7 – 11/11): Gender, Violence, and Media

11/7 *Gender in Interaction Paper Due (uploaded to Dropbox by noon)*

No required readings

Week 14 (11/14 – 11/18): Patterns of Gender Inequality at Work

1. Padavic, Irene and Barbara Reskin. 2002. “An Overview of Sex Inequality at Work.” Pp. 37-55 in *Women and Men at Work*. Thousand Oaks, CA: Sage Publications.
2. Additional Reading will be Assigned:
 - **Group Member A:** Cohen et al. 1998 – “And Then There were More?”
 - **Group Member B:** Ryan and Haslam 2005 – “The Glass Cliff”
 - **Group Member C:** Williams 1992 – “The Glass Escalator”

Week 15 (11/21 – 11/25): “Undoing” Gender

11/21 Exam 2 Distributed

11/23 NO CLASS – Thanksgiving Break

11/25 NO CLASS – Thanksgiving Break

Week 16 (11/28 – 12/2): Student Presentations

11/28 Autoethnographic “Mix Tape” Due (uploaded to Dropbox by noon)

Schedule of presentations will be provided.

Don't forget, your take home final exam is due by 5:00 PM on Tuesday, December 6th. Please upload the file as a Word document to the appropriate Dropbox folder.



OKLAHOMA STATE UNIVERSITY

SYLLABUS ATTACHMENT

Fall 2016

<http://academicaffairs.okstate.edu>

YOUR SUCCESS AS A STUDENT IS OUR TOP PRIORITY.

THIS INFORMATION IS PROVIDED TO ANSWER QUESTIONS MOST OFTEN ASKED BY STUDENTS.

IMPORTANT DATES

Last day to add a class (without instructor permission)	8/22/2016
Last day to drop a course with no grade and 100% refund	8/22/2016
Last day to add a class (requires instructor & advisor permission)	8/26/2016
Last day to drop a course or withdraw from the University with an automatic "W" and receive a partial refund (requires advisor signature)	8/26/2016
Last day to post 6 week grades	9/27/2016
Last day to file diploma application (for name to appear in Fall Commencement program)	11/1/2016
Last day to drop a class or withdraw from the University with an automatic "W"	11/4/2016
Last day to withdraw from all OSU classes with an assigned grade of "W" or "F"	11/18/2016
Pre-Finals week	11/28/2016-12/2/2016
Final examinations	12/5/2016-12/9/2016

Note: Outreach, Internet, and short courses have unique drop/add and refund deadlines; lookup the specific deadlines for these courses on the Short, Internet, and Outreach Class Schedules page of the Registrar's website <http://registrar.okstate.edu/SIO-Schedule>.

Fall Semester Holidays

University Holiday	9/5/2016
Students' Fall Break	10/14/2016
Students' Thanksgiving Break	11/23/2016-11/25/2016

DROPPING A COURSE AND WITHDRAWING FROM THE UNIVERSITY

students often confuse these terms.

Dropping a Course (or courses) may occur during the first twelve weeks of the semester. This means, however, that you are still enrolled in at least one other OSU course. Exceptions to the deadlines above may only be considered by petition due to documented extraordinary circumstances and committee approval. The Retroactive Drop/Withdraw Petition and the Petition for a Refund of Tuition and Fees forms are available on the Registrar's website <http://registrar.okstate.edu/Forms>.

Withdrawing from the university means dropping *all* courses and you *are no longer enrolled for the current semester*. This may occur until the Friday before pre-finals week. The withdrawal process is initiated with your academic advisor. For additional information and dates, go to: <http://academicaffairs.okstate.edu/content/adding-dropping-and-withdrawing-courses>.

ALERTS AND RESCHEDULING

If the OSU campus officially closes due to inclement weather or other emergencies, alerts are provided to local news media and posted on the OSU website. Missed exams, classes, or assignments may be rescheduled at times outside the normal meeting schedule. If valid, documented circumstances prohibit students from attending the rescheduled classes, instructors should provide reasonable alternative means for makeup.

SEEK ANSWERS TO YOUR QUESTIONS

The OSU faculty and staff want you to be successful in your educational pursuits. If you have questions or concerns, seek help EARLY. We are here to assist you.

ACADEMIC INTEGRITY

101 Whitehurst/405-744-5627/<http://academicintegrity.okstate.edu>
OSU is committed to maintaining the highest standards of integrity and ethical conduct. This level of ethical behavior and integrity will be maintained in this course. Participating in a behavior that violates academic integrity (e.g., unauthorized collaboration, plagiarism, multiple submissions, cheating on examinations, fabricating information, helping another person cheat, unauthorized advance access to examinations, altering or destroying the work of others, and altering academic records) will result in an official academic sanction. Violations may subject you to disciplinary action including the following: receiving a failing grade on an assignment, examination or course, receiving a notation of a violation of academic integrity on your transcript, and being suspended from the University. You have the right to appeal the charge.

COPYRIGHT & FAIR USE POLICY OF COURSE MATERIALS

Course materials may not be published, leased, sold to others, or used for any purpose other than appropriate OSU-related individual or group study without the written permission of the faculty member in charge of the course and other copyright holders. This paragraph grants you a limited license giving you access to materials for this course, including PowerPoint slides, audio/video recordings, written, or other materials, for appropriate OSU-related educational use only. Lectures should not be recorded without permission from the faculty member and must not be further disseminated or shared.

CLASS ATTENDANCE

Class attendance is a critical component of learning; therefore, you are expected to attend and participate fully in all scheduled class meetings. Many instructors consider attendance so essential that your grade may be affected by your absence. *SOME DEPARTMENTS AND PROFESSORS HAVE MANDATORY ATTENDANCE POLICIES*. If no written attendance policy is provided before the last day to add a class without instructor permission, no penalty may be assessed for class absences although you may not be permitted to make up certain in-class activities. If you are required to participate in official university-sponsored activities or military training, you should receive an excused absence unless the written course attendance policy indicates otherwise. If you will be absent from class for sponsored activities, you must provide prior notification of the planned absence to the instructor. You may be required to submit assignments or take examinations before the planned absence.

PRE-FINALS WEEK POLICY

Final examinations are scheduled at the end of each semester and are preceded by pre-finals week, which begins seven days prior to the first day of finals. During pre-finals week, all normal class activities will continue; however, no assignment, test, or examination accounting for more than 5% of the course grade may be given; and no activity or field trip may be scheduled that conflicts with another class. This excludes makeup and laboratory examinations, out-of-class assignments (or projects) made prior to pre-finals week and independent study courses. No student or campus organization may hold meetings, banquets, receptions, or may sponsor or participate in any activity, program, or related function that requires student participation. For additional information, contact the Office of Academic Affairs, 405-744-5627, 101 Whitehurst.

FINAL EXAM OVERLOAD POLICY

In the event you have three or more final exams scheduled for a single day, you are entitled to arrange with the instructor of the highest numbered course (4 digit course number) or two highest, if you have four finals on one day, to re-schedule that examination(s) at a time and place of mutual convenience during final exam week. If the final exam overload includes a common final exam, the common final exam is excluded from rescheduling unless multiple common exams are scheduled at the same time. You should submit this request in writing, with a copy of your class schedule, at least two weeks prior to the beginning of final exam week. The instructor has one week prior to the beginning of final exam week to arrange a mutually convenient time and place for administration of the final exam. After one week, if an agreement cannot be reached, take the request to the department head.

INFORMATION TECHNOLOGY

Student Email - OSU uses your OKSTATE.EDU email address as a primary form of communication. Students are expected to check their OSU email on a frequent and consistent basis to remain informed of their official university business. If you do not use the OSU email system you must redirect your okstate.edu email using the Orange-Key System (www.okey.okstate.edu). Failure to maintain an accurate email address may result in missed or lost university communications. For email assistance contact the IT Helpdesk at 405-744-HELP (4357).

Computer Labs - A complete description of computer labs and hours of operations are available at their website: <https://it.sharepoint.okstate.edu/TechnologySupport/DeskSide/default.aspx>. Lab information is also available by calling the Information Technology Help Desk at 405-744-HELP (4357).

OFFICE OF EQUAL OPPORTUNITY

408 Whitehurst/405-744-9153/<https://1is2many.okstate.edu/>
OSU is committed to maintaining a learning environment that is free from discriminatory conduct based on race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age or protected veteran status. OSU does not discriminate on the basis of sex in its educational programs and activities. Examples of sexual misconduct and/or sex discrimination include: sexual violence, sexual harassment, sexual assault, domestic and intimate partner violence, stalking, or gender-based discrimination. OSU encourages any student who thinks that he or she may have been a victim of sexual misconduct or sexual discrimination to immediately report the incident to the Title IX Coordinator (405-744-9153) or Deputy Title IX Coordinator (405-744-5470). Students may also report incidents of sexual misconduct or sex discrimination to a faculty or staff member, who is then required by federal law (Title IX) to notify the Title IX or Deputy Title IX Coordinator. If a reporting student would like to keep the details confidential, the student may speak with staff in the Student Counseling Center (405-744-5472) or the University's Victim Advocate (Suzanne Burks: 405-744-5458).

OFFICE OF STUDENT DISABILITY SERVICES

315 Student Union/405-744-7116/<http://sds.okstate.edu/>
According to the Americans with Disabilities Act, each student with a disability is responsible for notifying the University of his/her disability and requesting accommodations. If you think you have a qualified disability and need special accommodations, you should notify the instructor and request verification of eligibility for accommodations from the Office of Student Disability Services. Please advise the instructor of your disability as soon as possible, and contact Student Disability Services, to ensure timely implementation of appropriate accommodations. Faculty have an obligation to respond when they receive official notice of a disability but are under no obligation to provide retroactive accommodations. To receive services, you must submit appropriate documentation and complete an intake process to verify the existence of a qualified disability and identify reasonable accommodations.

STUDENT CONDUCT AND ADMINISTRATION

315 Student Union/405-744-7716/<http://studentconduct.okstate.edu/>
By enrolling at Oklahoma State University, you accept responsibility for complying with all University policies and contracts, and for local, state and federal laws on- or off-campus that relate to the University's mission. **The Student Rights and Responsibilities Governing Student Behavior** document explains the standards of behavior expected of you, processes in place for enforcing the rules, and the University's response to violations.

In general, the University expects you to respect the rights of others and authorities, represent yourself truthfully and accurately at all times, respect private and public property, and take responsibility for your own actions and the actions of your guests.

EDMON LOW LIBRARY HOURS

405-744-9775 or 405-744-9741

Sunday

Monday-Thursday

Friday

Saturday

*For holiday and intersession hours, check

<http://www.library.okstate.edu/services/hours.htm>

www.library.okstate.edu

Text 405-592-4128

Opens at 9:00 AM

Open 24 hours

Closes at 10:00 PM

9:00 AM-10:00 PM

*Contact the following for information on hours of operation:

Architecture Library 405-744-6047

Curriculum Materials Library 405-744-6310

Veterinary Medicine Library 405-744-6655

WHERE TO GO FOR HELP

ACADEMIC RELATED SERVICES

Instructor - If you have questions regarding your class, talk to your instructor. Faculty members usually include their office hours and/or phone number in the class syllabus. If you cannot locate this information, set a time to meet with your instructor by speaking with him/her prior to or immediately following your class session or check with the departmental office on when the instructor may be available.

Academic Advisor - All students will benefit by conferring with an advisor on a regular basis. If you do not know your advisor or would like to learn more, talk to the Student Academic Services Director for your college.

Bursar Office

113 Student Union/405-744-5993

<http://bursar.okstate.edu/>

The Bursar Office bills and collects tuition, fees, campus housing, and other university related charges. The Bursar Office also processes and disburses all federal and campus-based funds to students' bursar accounts and refunds any overpayments on students' bursar accounts.

Career Services

360 Student Union/405-744-5253

<http://hireosugrads.com>

Locate your College's Career Consultant on the Career Services website.

Concurrent Student Services and Advising

University College/040 Student Union/405-744-1389

To find out what academic services are available to concurrent students or to schedule your next concurrent advising session, contact Brett Rowh (405-744-1393).

Foreign Language Placement Test

206 Gunderson Hall/405-744-9547

<http://fllcourses.okstate.edu/placement-exams>

Students with prior foreign language experience in French, German, or Spanish who take the placement exam and then score a 'B' or higher in either 1225 or a third semester course will get free retroactive credit for the levels below that class for up to 10 credits. Schedule your free test with Nick Howland by emailing: nick.howland@okstate.edu.

Office of Multicultural Affairs

240 Student Union/405-744-5481

<http://oma.okstate.edu/>

Academic, career, and personal success programs are available. Student organizations representing diverse communities and annual events are offered.

Office of the Registrar

322 Student Union/405-744-6876

<http://registrar.okstate.edu/>

The Office of the Registrar provides services related to the creation and maintenance of student academic records. We are here to assist students with enrollment, official transcript requests, degree and enrollment verification, updating personal information in the Student Information System, graduation, and other services.

Scholarships & Financial Aid

119 Student Union/405-744-6604

<http://financialaid.okstate.edu>

Over 80 percent of Oklahoma State University students received scholarships, grants, work, and low-interest loans totaling over \$320 million last year. Contact the Office of Scholarships & Financial Aid to apply for financial aid or to meet with a financial aid counselor.

Transfer Students Services

University College/040 Student Union/405-744-1332

Contact: Amy Cole-Smith

This office provides undergraduate transfer students with a seamless transition to OSU by collaborating with various departments on campus, including the Office of Undergraduate Admissions, the LASSO Center, the Office of the Registrar, and Financial Aid.

University Assessment and Testing

107 University Assessment and Testing Building/405-744-5958

<http://uat.okstate.edu/>

Campus and national tests as well as testing accommodations are provided.

Veteran Student Academic Affairs

University College/040 Student Union/405-744-1389

Contact: Rick Hansen

This office works with veteran and military-affiliated students to aid them in their transition from military service to successful careers by ensuring they succeed academically through coordination of support services from both on- and off-campus entities.

Veteran Benefit Services

322 Student Union/405-744-6343

<http://registrar.okstate.edu/Veteran-Benefit-Services>

This office provides information and assistance in completing the appropriate forms to apply for educational benefits through the U.S. Department of Veterans Affairs and through the State of Oklahoma.

HEALTH RELATED SERVICES**Counseling Psychology Clinic**

107 Public Information Office/405-744-6980

<https://education.okstate.edu/cpsy/clinic>

Faculty and graduate students offer high quality and cost efficient psychological and mental health services to students Monday through Friday.

University Counseling Services

320 Student Union/405-744-5458

<http://www.okstate.edu/ucs/>

Services include: personal counseling; the Alcohol & Substance Abuse Center; and, stress management through the Reboot Center.

University Health Services

1202 W. Farm Road/405-744-7665

<http://uhs.okstate.edu/>

An allergy clinic, lab services, x-ray, travel clinic, women's clinic and pharmacy are among the services offered at this campus outpatient medical clinic.

Wellness Department

405-744-5510

<http://wellness.okstate.edu/>

Intramurals, group fitness and sports clubs are among the many programs and services available through the Wellness Department.

CAMPUS LIFE RELATED SERVICES**Fraternity & Sorority Affairs**

211J Student Union/405-744-5490

<http://gogreek.okstate.edu/>

For questions and comments about fraternity and sorority organizations, contact Ival Gregory at ival.gregory@okstate.edu.

Housing & Residential Life

100 Iba Hall/405-744-5592

<http://reslife.okstate.edu>

For questions and comments about housing and residential life, contact the Housing administration office.

Leadership and Campus Life

211 Student Union/405-744-5488

<http://lcl.okstate.edu>

Get involved through student organizations; the Center for Ethical Leadership; International Students & Scholars; Non-traditional Student Services; and Parent & Family Relations.

Service-Learning Volunteer Center

211G Student Union/405-744-5145

<http://volunteer.okstate.edu/>

Find volunteer opportunities and earn the recognition C.O.R.D. to wear at graduation.

University Dining Services

076 Student Union/405-744-4424

<http://dining.okstate.edu/>

For questions and comments about meal plans or university dining operations, contact University Dining Services.

ACADEMIC SUPPORT RESOURCES AND TUTORING**Learning and Student Success Opportunity (LASSO) Tutoring Center**

021 Classroom Building/405-744-3309

<https://lasso.okstate.edu/>

LASSO offers free individual and group tutoring for a variety of courses.

Student Academic Services Centers**Agricultural Sciences & Natural Resources**

136 Agricultural Hall/405-744-5395

Contact: Dr. Deb VanOverbeke

<http://casnr.okstate.edu/students/ssc>

Academic support and career guidance resources are available for CASNR students.

Arts & Sciences

213 Life Sciences East/405-744-5658

Contact: Dr. Amy Martindale

<http://casstudents.okstate.edu/>

Academic support and career guidance resources are available for Arts & Sciences students.

Education

106 Willard Hall/405-744-6350

Contact: Leslie Evans

<http://education.okstate.edu/watson>

Academic support, advisement and career counseling is available to all education majors.

Engineering, Architecture and Technology

110 Engineering North/405-744-5276

Contact: Lance Millis

<https://studentservices.okstate.edu/advising>

Academic advising and career services are available for all CEAT students. Tutoring is offered for general math, science, and engineering courses.

Human Sciences

101 Human Sciences/405-744-2772

Contact: Kristi Seuhs

<http://humansciences.okstate.edu/current-students>

Academic support and career guidance resources are available for Human Sciences students.

Spears School of Business

103 Business Building/405-744-2772

Contact: Marissa McIntyre

<http://spears.okstate.edu/ss/>

Academic advisement is provided for freshmen through seniors in all business major areas.

University College Advising

214 Student Union/405-744-5333

Contact: Missy Wikle

<https://uca.okstate.edu/>

University College Advising has academic advisors to help with your academic needs, whether planning your semester schedule, teaching your First-Year Seminar class, looking at degree options, or helping to bridge the gap between student life and academic success. Call or visit the office anytime Monday through Friday, between 8:00 a.m. and 5:00 p.m.

DISCIPLINE SPECIFIC TUTORING**Academic Development Center**

Kerr-Drummond Mezzanine/405-744-5905

<http://reslife.okstate.edu/vac>

Tutoring and supplemental instruction are available on select weekday, weekend, and evening hours.

Accounting

416 Business Building/405-744-2863

Walk-in tutoring is available on Tuesday evenings from 6:00 p.m. to 8:00 p.m. for ACCT 2103, 2203, and 3103.

Biology & Zoology

303 Life Sciences West

<http://biol1114.okstate.edu>

Tutoring is provided for BIOL 1114.

Chemistry

453 Physical Science/405-744-9046

Tutoring for chemistry classes is available.

Civil & Environmental Engineering

315 Engineering South/405-744-9308

Tutoring for Statistics and Strength of Materials is available. Contact for more information.

Eta Kappa Nu Electrical and Computer Engineering Honor Society

010 Engineering South/405-744-4910

<https://campuslink.okstate.edu/organization/eta-kappa-nu>

Tutoring is provided by Eta Kappa Nu membership for Circuits, Network Analysis, and Electronic Devices.

Foreign Languages

205 Gunderson Hall/405-744-5826

<http://fllcourses.okstate.edu/language-lab>

Tutoring is offered for French, German, Latin/Greek, Japanese, Russian, and Spanish courses.

Graduate Research and Writing Lab

Contact: Victor D. Baeza/victor.baeza@okstate.edu/405-744-1241

<http://info.library.okstate.edu/RLS/grads>

Tutoring is available evenings from 5:00 p.m.-8:00 p.m. on Monday and Tuesday for current OSU graduate students.

History

101 S Murray Hall/405-744-5680

<http://history.okstate.edu/contact>

Tutoring is given for Survey of History and upper division courses.

Mathematics Learning Success Center

5th Floor Edmon Low Library/405-744-5818

<http://www.math.okstate.edu/>

Tutors are available to answer questions for classes ranging from Beginning Algebra through Calculus II. Tutoring for Differential Equations and Linear Algebra is offered at specific times.

Writing Outpost

102 Q, R, S Edmon Low/405-744-6671

<http://osuwritingcenter.okstate.edu>

30-minute walk-in consultations for writing projects are offered on a first come-first served basis on Monday-Thursday evenings 7:00 p.m.-10:00 p.m.

Writing Center

440 Student Union/405-744-6671

<http://osuwritingcenter.okstate.edu>

The Writing Center helps writers throughout the composing process; plan to visit early and often throughout the semester, not just the day before an assignment is due. Tutors work with students to improve brainstorming, organizational, and composing techniques.

Writing Center West

103 Ag Hall

<http://osuwritingcenter.okstate.edu>

30-minute walk-in consultations for writing projects are available Monday-Friday from 11:30 a.m.-2:30 p.m.

For other comments and inquiries, please contact academics@okstate.edu.