



ARTS 4336 01R (66668): Multimedia Production and Design
(aka: Interdisciplinary Practices with Video)
Syllabus
SPRING 2022 term

COURSE INFORMATION:

Day|Time: Tuesday/Thursday | 1:50-4:30pm

Location: Edinburg Visual Arts Building (EVABL) Room 1.227 | Zoom (Meeting ID: 850 9518 1707)

Course Modality:

Hybrid/Reduced Seating Courses (REDUC)

INSTRUCTOR INFORMATION:

Jeffrey Charles Stanley

E-Mail: jeffrey.stanley@utrgv.edu

Office location: Zoom – Meeting ID: 833 5778 6694 / <https://utrgv.zoom.us/j/83357786694> (office hour meetings only)

Office hours: By appointment only

COURSE DESCRIPTION, PREREQUISITES & MODE OF LEARNING

Course Description – ARTS 4336 : Multimedia Production and Design – Introduction to basic hardware/software tools needed to design and create multimedia productions. Program logic and problem-solving techniques within the context of an authoring tool. Extensive work on flow charts, 2-D/3-D animation, motion graphics, and storyboarding to create web and CD-ROM multimedia. ~~**SYSTEM CRASH**~~ Under Construction: I am developing this course to integrate video production, motion graphics, 3D models and animation, and **Augmented Reality (AR)**!!! 😊

Prerequisites – No coding or programming languages are required for this course. Understanding and knowledge of Adobe Creative Cloud UI: A basic understanding of software User Interface and workflow will be helpful in this course. We will cover the essentials in all tutorials.

Modes of Learning : Hybrid Learning – Meeting in person in EVABL Room 1.227, & meetings on Zoom (see meeting ID and link below). The Course will include Lectures, Tutorials, Assignments, Final Projects and Group Critiques. Follow Blackboard Announcements and email correspondence for changes.

COVID-19 RESOURCES:

Please visit the [UTRGV COVID-19 protocols web page](#) for the most up-to-date COVID-19 campus information and resources. The [COVID-19 Frequently Asked Questions \(FAQs\) web page](#) offers additional guidance to specific questions. To submit a question for the FAQ, please email WelcomeBack@utrgv.edu.

UTRGV VACCINE PORTAL

UTRGV Students are eligible to receive the COVID-19 Vaccine. Students may access and complete their vaccine profile via the [UTRGV Vaccine Portal](#). For additional information on the COVID-19 Vaccine, please visit the [UTRGV Vaccine web page](#).

TEACHING PHILOSOPHY

An interdisciplinary approach to design and art practices. Imagination and creativity are the driving forces of this course while we complete industry standard projects collectively and individually. This course demonstrates through lectures and tutorials a practice of video production, motion graphics, 3D modeling, interactive media, and augmented reality (AR) with a holistic approach (interconnected, referencing the whole).

COURSE OBJECTIVE

Interdisciplinary Practices trains students in 21st century cross-industry transmedia methods through the integration of Graphic Design, Art Practices, and Emerging Disciplines. Students will work with industry standard software and new tools to produce three (3) Video-based projects through Single-Channel Video with Sound Design, an interactive Augmented Reality (AR) Environment, an Ecology-Based Commercial (Video, Sound, and other elements from projects along the way), and then end with a website to contain all of these projects. In the course, we will tackle the philosophical implications of evolving economies, depleting ecosystems, confrontations with morality and metaethics, and opportunities available to graphic designers and media artists.

In addition to three Video-based projects, students will experiment with digital media sketches: sound design, 3D modeling, generated & machine learning imagery, and XR. And they will be tasked with documenting their process and ideation in video-logs (vlogs) throughout the development of Main Projects, particularly for the interactive AR Environment (Project 2), the Ecosystem related Commercial (Project 3), and Webpage (Project 4).

Artists and Designers have more power and control over the distribution of their work than ever before. We will discuss the use of media and creative content in a decentralized market from a professional practices point of view, specifically distinctions between art practices, content creation, and pure design, as well as the convergence of all three. We will explore research methods and explore new subjects. Through lively debates, we will tackle questions such as: how did social media and emerging technologies disrupt the old system, and the old economy giving way to new methods, new markets, and new patrons & clients? We will engage in a Systems Theory approach to explore new possibilities and our future (especially focusing on ecology and ecosystems for project 3). We will identify opportunities for producing innovative work specializing in social change, the climate crisis, and the creation of ecologically integrated design and bio design (the merging nature, science and creativity).

Lectures and class discussions will cover: community building, sharing resources, media literacy, debates over proprietary vs open-source software, etc. A range of software and technical skills will be introduced in this course.

Other disciplines that will be introduced and discussed: cinema & time-based media, genres, journalism, news media, performance art, traditional/analog disciplines, Processing (a programming language for Artist), generative art, interactive media, artificial intelligence (AI), robotics, algorithms & machine learning (ML), and other media (computational or not) as creative practices.

(COURSE CONTENT)

Student Learning Outcomes	Assessment of Student Learning Outcomes	Standards and Software	Major Course Projects and Assignment
Developing practice of Video Production	Demonstrate capturing video, editing and montage, cinematic-style, and time-based media.	HD and high quality capture / workflow. Adobe CC – Premiere and After Effects.	Montage Sketches, Composition Sketches, Completed Project 1, 2, and 3
Sound Design and Mixing	Demonstrate capturing, mixing, and editing audio. Composing a soundtrack with a genre that matches your visuals.	16bit / 48000Hz (48kHz) quality audio. Adobe Audition	Audio Recording Demo, Sound in Project 1, 2, and 3
Digital Audio Workstation (DAW)	Create simple compositions or soundtracks	DAW production and workflow. Garageband or other DAW.	DAW Demo and all 3 Projects

Student Learning Outcomes	Assessment of Student Learning Outcomes	Standards and Software	Major Course Projects and Assignment
Motion Graphics & Interactive Media	Create and animate 2D & generate assets / graphics.	Adobe CC – After Effects + Photoshop + Aero & Webflow (or Wix)	Motion Graphic Composition Sketches, Project 2 and Project 3
3D modeling and animation	Model and animate 3D assets. Procedural generation, and other methods covered.	Blender 2.93 LTS Adobe Dimension	Project 1 & 2 (optional Project 3 and webpage)
Augmented Reality	Introducing a workflow to AR. Placing and scripting 3D assets in spaces. Producing an AR Environment for 2 nd main project.	Produce an AR Environment with several elements that interconnect. Adobe Aero	Project 2
Experimentation, Imagination, and Creativity	An interdisciplinary and holistic approach to producing designs and “creative content”.	Your vision, your inspiration, your power	Projects 1, 2, 3, and 4. (and Digital Sketches)

LEARNING OBJECTIVES FOR CORE CURRICULUM REQUIREMENTS (PROJECTS & CRITIQUE DATES)

The Main Objectives to this course are 3 Projects introducing and executing skills presented in course material + a 4th Project to contain it all.

PROJECT 1 – CINEMATOGRAPHY and the 4th DIMENSION (TIME) – VIDEO

Exploring Video through Light Color Motion Sound & Composition + adding a 3D element to a cinematic video.

Project Due & Critique TBD

Project requirements: Smartphone for video, photo, and sound capture – Adobe Premiere to edit video – Adobe Audition to edit and manipulate sound – Garageband or DAW to compose music – Blender to add a 3D element (and After Effects to composite 3D content into video).

PROJECT 2 – GEOMETRY and DESIGN PRINCIPLES in an ENVIRONMENT – AUGMENTED REALITY (AR) ENVIRONMENT

Exploring Video through Spatial Montage in an Augmented Reality Environment (with smartphones)

Project Due & Critique TBD

Project requirements: Adobe Photoshop for 2D image layers, editing, and manipulation – Blender for 3D modeling and animation – Adobe Premiere for editing – After Effects for video effects, 2D motion graphics and 3D animation – Adobe Aero (AR software) to Augment elements into the environment / Augmented Reality setup and implementation – Garage Band for sound composition – Adobe Audition for sound editing.

PROJECT 3 – LOGOS, PATHOS, & ETHOS in a COMMERCIAL – ECO-BASED COMMERCIAL

Research an Ecological subject and produce a 30 second Commercial.

Project Due & Critique TBD

Project requirements: Adobe Photoshop for 2D image editing and manipulation – Adobe Premiere for video editing – After Effects for motion graphics and video design – Creative Commons ethical practices with stock footage – Garage Band for sound composition – Adobe Audition for sound editing – (optional) Blender to add any 3D content.

PROJECT 4 – KNOW THYSELF, SELL YOURSELF – WEBSITE PORTFOLIO

A webpage to contain your projects online.

Project Due & Critique TBD

Project Software: Browser based webpage builder: Wix or Webflow

SOUND AND VISION – Digital Sketches Mini Projects as building blocks to learn skills for the main project.

* We will also produce Digital Sketches – which will be used to build skills and content for your Main Projects. These will be less consequential and have very little effect on your final grade. They will be used only to acquire skill and experiment with the tools.

Core Objectives	UTRGV Student Learning Outcome Statement	Core Area Requiring this SLO
Critical Thinking	Students will demonstrate comprehension of a variety of written texts and other information sources by analyzing and evaluating the logic, validity, and relevance of the information in them to solve challenging problems, to arrive at well-reasoned conclusions, and to develop and explore new questions.	All Core Areas
Communication Skills	Students will demonstrate the ability to adapt their communications to a particular context, audience, and purpose using language, genre conventions, and sources appropriate to a specific discipline and/or communication task.	All Core Areas
Empirical & Quantitative Skills	Students will be able to make and communicate informed conclusions and predictions based on the interpretation, manipulation, and analysis of empirical and quantitative data.	Math, Life & Physical Sciences, Social & Behavioral Sciences (very minimal usage, but research will be involved in Project Assignments)
Teamwork	Students will collaborate effectively with others to solve problems and complete projects while demonstrating respect for a diversity of perspectives.	Communication, Life & Physical Sciences, Creative Arts
Social Responsibility	Students will recognize and describe cultural diversity, the role of civic engagement in society, and the link between ethics and behavior.	Language, Philosophy, & Culture; Creative Arts; American History; Government & Political Science; Social & Behavioral Sciences
Personal Responsibility	Students will demonstrate an awareness of the range of human values and beliefs that they draw upon to connect choices, actions, and consequences to ethical decision-making.	Communication; Language, Philosophy, & Culture; American History; Government & Political Science

TEXTBOOK, TECHNOLOGY, AND/OR RESOURCE MATERIAL

Reading material will be provided to all students in the course via blackboard or fileshare.

Equipment and Essential Software needed for the Course:

A Computer with 16GB Ram and 4GB GPU or VRAM.

A smartphone, or recommended device, for photo, video, sound capture (estimated cost \$200 – if not already owned)

*Grip or Tripod for Smartphone (*Recommended) - \$9-\$20*

Optional: 64GB or higher capacity flash drive (to store data for this course from Graphic Design Mac Lab - \$7-\$20)

Other tools and resources will be provided through blackboard, file sharing, and in lecture.

Main SOFTWARE:

Adobe Aero – an Augmented Reality (AR) application in beta for desktop, stable release on iOS. (proprietary, free)

Adobe Creative Cloud (essential tools: After Effects, Audition, Photoshop, and Premiere – CC subscription \$19.99/mo)

Garage Band (proprietary, free) or alternative DAW (list of free alternatives will be provided)

Blender (Blender 2.93 LTS downloaded here – from the Blender foundation – open source, free)

Screen Capture Software (list will be provided, free)

Additional tools will be available via a Web Browser, Google Chrome is recommended.

GRADING POLICIES (UNIVERSITY AND COURSE SPECIFIED)

UTRGV's grading policy is to use straight letter grades (A, B, C, D, or F). Your final Grade will be presented as A-F. The structure and outcome of that grade will be determined by your engagement, participate, and other variables within the overall percentage (as described below) will be converted to your Final Letter Grade.

Attendance (Presence and Participation) will have an impact on your grade – these are complicated times and the course will not always be in person (if at all), but you are required to show up, engage, participate, and check-in.

SHOW UP (be present and participate) – **Attendance is 20% of your Final Grade**

PROJECT 1 Completion, submission, and Inspiration Board: **25% of Final Grade**

PROJECT 2 Completion, submission, and Inspiration Board: **25% of Final Grade**

PROJECT 3 Completion, submission, and Inspiration Board: **15% of Final Grade**

PROJECT 4 Completion and submission: **10% of Final Grade**

Digital Sketches: **5% of Final Grade**

******BE THERE ON CRITIQUE DAY****** If you do not show up on CRITIQUE DAY, your grade will drop by a full Letter / - 10 points.

BLACKBOARD SUPPORT

If you need assistance with course technology at any time, please contact the [Center for Online Learning and Teaching Technology \(COLTT\)](#).

Campus:	Brownsville	Edinburg
Location:	Casa Bella (BCASA) 613	Education Complex (EEDUC) 2.202
Phone:	956-882-6792	956-665-5327

Toll Free: 1-866-654-4555

Office Hours: Monday - Friday, 7:30 a.m. - 6:00 p.m.

Support Tickets Submit a Support Case via our [Ask COLTT Portal](#)

24/7 Blackboard Support

Need Blackboard assistance after hours? You can call our main office numbers, 956-882-6792 or 956-665-5327, to speak with a support representative.

ATTENDANCE:

(See Grading Policies)

Students are expected to attend all scheduled classes and may be dropped from the course for excessive absences (please denote the specific number of unexcused absences which will trigger a "drop-by-instructor" in your class.) UTRGV's attendance policy excuses students from attending class if they are participating in officially sponsored university activities, such as athletics; have been provided such an accommodation by Student Accessibility Services (SAS); for observance of religious holy days; or for military service. Accommodations related to COVID-19 should also go through SAS. Students should contact the instructor in advance of the excused absence and arrange to make up missed work or examinations.

ABSENCE/SICK POLICY:

(See course schedule, announcements, and email correspondence – COVID-19 and personal circumstances are considered, but attendance – being present and participating – even with zoom course meetings – is required to succeed in this course.)

When setting your attendance policy for the Fall semesters, please consider COVID-19-related extenuating circumstances. For instance, you may encounter students who cannot attend class at the scheduled time of a face-to-face, hybrid or synchronous course because they have been advised by the UTRGV COVID-19 response team based on their exposure. It will be important to consider how you will accommodate students in these and similar situations and share your approach with students in the syllabus. Based on the student reporting protocol on the [UTRGV COVID-19 protocol web page](#) the student will be able to provide you documentation from the UTRGV COVID-19 response team.

Makeup Work: *You will have the opportunity to makeup any work previously submitted or submitted late. In a case by case / student by student consideration, students will be able to correct and improve (submitted and completed Projects), or submit late work by the **final day of class**. We will discuss this individually and/or collectively if this becomes an issue.*

See Student Release forms (School of Art) for content created in this course / but the general consensus for course content and materials:

The use of classroom recordings is governed by the Federal Educational Rights and Privacy Act (FERPA), UTRGV's acceptable-use policy, and UTRGV HOP Policy STU 02-100 Student Conduct and Discipline. A recording of class sessions will be kept and stored by UTRGV, in accordance with FERPA and UTRGV policies. Your instructor will not share the recordings of your class activities outside of course participants, which include your fellow students, teaching assistants, or graduate assistants, and any guest faculty or community-based learning partners with whom we may engage during a class session.

You may not share recordings outside of this course. Doing so may result in disciplinary action under UTRGV HOP Policy STU 02-100 Student Conduct and Discipline.

ACADEMIC INTEGRITY:

Members of the UTRGV community uphold the [Vaquero Honor Code](#)'s shared values of honesty, integrity and mutual respect in our interactions and relationships. In this regard, academic integrity is fundamental in our actions, as any act of dishonesty conflicts as much with academic achievement as with the values of honesty and integrity. Violations of academic integrity include, but are not limited to: cheating, plagiarism (including self-plagiarism), and collusion; submission for credit of any work or materials that are attributable in whole or in part to another person; taking an examination for another person; any act designed to give unfair advantage to a student; or the attempt to commit such acts (Board of Regents Rules and Regulations, STU 02-100, and UTRGV Academic Integrity Guidelines). **All violations of Academic Integrity will be reported to Student Rights and Responsibilities through [Vaqueros Report It](#).**

OTHER COURSE INFORMATION

Follow Blackboard announcements, email correspondence, and other means of communication for more information.

UTRGV POLICY STATEMENTS **The UTRGV disability accommodation, mandatory course evaluation statement and sexual misconduct statement are required on all syllabi.** Additional policy statements are optional, such as those covering attendance, academic integrity, and course drop policies.

STUDENTS WITH DISABILITIES: **Required on all syllabi. Do not modify.**

Students with a documented disability (physical, psychological, learning, or other disability which affects academic performance) who would like to receive reasonable academic accommodations should contact **Student Accessibility Services (SAS)** for additional information. In order for accommodation requests to be considered for approval, the student must apply using the [mySAS portal](#). and is responsible for providing sufficient documentation of the disability to SAS. Students are required to participate in an interactive discussion, or an intake appointment, with SAS staff.

Accommodations may be requested at any time but are not retroactive, meaning they are valid once approved by SAS. Please contact SAS early in the semester/module for guidance. Students who experience a broken bone, severe injury, or undergo surgery may also be eligible for temporary accommodations.

Pregnancy, Pregnancy-related, and Parenting Accommodations

Title IX of the Education Amendments of 1972 prohibits sex discrimination, which includes discrimination based on pregnancy, marital status, or parental status. Students seeking accommodations related to pregnancy, pregnancy-related condition, or parenting (reasonably immediate postpartum period) should submit the request using the form found at <https://www.utrgv.edu/pregnancyandparenting> for review by **Student Accessibility Services**.

Student Accessibility Services:

Brownsville Campus: Student Accessibility Services is located in 1.107 in the Music and Learning Center building (BMSLC) and can be contacted by phone at (956) 882-7374 or via email at ability@utrgv.edu.

Edinburg Campus: Student Accessibility Services is located in 108 University Center (EUCTR) and can be contacted by phone at (956) 665-7005 or via email at ability@utrgv.edu.

MANDATORY COURSE EVALUATION PERIOD: Required on all syllabi. Do not modify.

Students are encouraged to complete an ONLINE evaluation of this course, accessed through your UTRGV account (<http://my.utrgv.edu>); you will be contacted through email with further instructions. Students who complete their evaluations will have priority access to their grades. Online evaluations will be available on or about:

Fall Module 1 (7 weeks)	October 6-12, 2021
Fall Regular Term 2021	November 12- December 1, 2021
Fall Module 2 (7 weeks)	December 1-7, 2021

SEXUAL MISCONDUCT and MANDATORY REPORTING: Required on all syllabi. Do not modify.

In accordance with UT System regulations, your instructor is a "Responsible Employee" for reporting purposes under Title IX regulations and so must report to the Office of Institutional Equity & Diversity (OIED@utrgv.edu) any instance, occurring during a student's time in college, of sexual misconduct, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which she/he becomes aware during this course through writing, discussion, or personal disclosure. More information can be found at www.utrgv.edu/equity, including confidential resources available on campus. The faculty and staff of UTRGV actively strive to provide a learning, working, and living environment that promotes personal integrity, civility, and mutual respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like confidential assistance, or have questions, they can contact OVAVP (Office for Victim Advocacy & Violence Prevention) at (956) 665-8287, (956) 882-8282, or OVAVP@utrgv.edu.

COURSE DROPS:

According to UTRGV policy, students may drop any class without penalty earning a grade of DR (drop) until the official drop date. Following that date, students must be assigned a letter grade and can no longer drop the class. Students considering dropping the class should be aware of the "3-peat rule" and the "6-drop" rule so they can recognize how dropped classes may affect their academic success. The 6-drop rule refers to Texas law that dictates that undergraduate students may not drop more than six courses during their undergraduate career. Courses dropped at other Texas public higher education institutions will count toward the six-course drop limit. The 3-peat rule refers to additional fees charged to students who take the same class for the third time.

STUDENT SERVICES:

Students who demonstrate financial need have a variety of options when it comes to paying for college costs, such as scholarships, grants, loans and work-study. Students should visit the Student Services Center (U Central) for additional information. U Central is located in BMAIN 1.100 (Brownsville) or ESSBL 1.145 (Edinburg) or can be reached by email (ucentral@utrgv.edu) or telephone: (956) 882-4026. In addition to financial aid, U Central can assist students with registration and admissions.

Students seeking academic help in their studies can use university resources in addition to an instructor's office hours. University Resources include the Advising Center, Career Center, Counseling Center, Learning Center, and Writing Center. The centers provide services such as tutoring, writing help, counseling services, critical thinking, study skills, degree planning, and student employment. In addition, services such as the Food Pantry are also provided. Locations are listed below.

Center Name	Brownsville Campus	Edinburg Campus
Advising Center AcademicAdvising@utrgv.edu	BMAIN 1.400 (956) 665-7120	EITTB 1.000 (956) 665-7120
Career Center CareerCenter@utrgv.edu	BINAB 1.105 (956) 882-5627	ESTAC 2.101 (956) 665-2243
Counseling Center Counseling@utrgv.edu Mental Health Counseling and Related Services List	BSTUN 2.10 (956) 882-3897	EUCTR 109 (956) 665-2574
Food Pantry FoodPantry@utrgv.edu	BCAVL 101 & 102 (956) 882-7126	EUCTR 114 (956) 665-3663
Learning Center LearningCenter@utrgv.edu	BMSLC 2.118 (956) 882-8208	ELCTR 100 (956) 665-2585
Writing Center WC@utrgv.edu	BLIBR 3.206 (956) 882-7065	ESTAC 3.119 (956) 665-2538

CALENDAR OF ACTIVITIES: **Subject to change**

Course Schedule and Activity list and description per week published below (see blackboard, email correspondence, etc for changes).

Schedule will be provided soon.

As the instructor, I reserve the right to make additions, deletions, and modifications to this syllabus and course requirements with reasonable notification to the students (48 hours minimum – although most changes will occur during the first week). It is the responsibility of the student to communicate with the Instructor and submit assignments as specified in the course syllabus. Students who do not comply with these course requirements may be administratively dropped from the course by the Instructor.

PROJECTS & CRITIQUE dates:

PROJECT 1 – CINEMATOGRAPHY and the 4th DIMENSION (TIME) – PROJECT 1: 25% NON-NARRATIVE VIDEO with SOUND DESIGN and MUSIC COMPOSITION

Exploring Video through Light Color Motion Sound & Composition

Project Due & Critique TBD

Equipment: your phone for FHD (1080p) or 4K (p) video, sound recording, and composition. Your computer / computer in lab 1.227 to edit and mix video. Build one piece of simple geometry in Blender to composite into the video.

Research: Cinema, Montage, your feelings and emotions, catharsis

Project (1) requirements: Smartphone for video, photo, and sound capture – Adobe Premiere to edit video – Adobe Audition to edit and manipulate sound, GarageBand or DAW, Blender, and After Effects to composite.

PROJECT 2 – GEOMETRY and DESIGN PRINCIPLES in an ENVIRONMENT – PROJECT 2: 25% AUGMENTED REALITY (AR) ENVIRONMENT

Exploring Video through Spatial Montage in an Augmented Reality Environment (with smartphones)

Project Due & Critique TBD

Research: Your Brand, Your Logo, How you want to be presented to the world.

Project (2) requirements: Adobe Photoshop for 2D image editing and manipulation – Blender for 3D modeling and animation – Adobe Premiere for video editing – After Effects for video manipulation – Garage Band for sound composition – Adobe Audition for sound editing – Adobe Aero for Augmented Reality setup and implementation.

PROJECT 3 – LOGOS, PATHOS, & ETHOS in a COMMERCIAL – PROJECT 3: 15%

Research Ecological Topic – then produce a 30 second Commercial on that topic.

Project Due & Final Critique TBD

Research Subject: Ecology and other contemporary overlapping subjects

Project (3) requirements: Adobe Photoshop for 2D image editing and manipulation – Blender for 3D modeling and animation – Adobe Premiere for video editing – After Effects for video manipulation – Garage Band for sound composition – Adobe Audition for sound editing.

Recap of Final Grade:

Attendance (Be Present, Participate, Engage): 20% of Final Grade

PROJECT 1 Completion, submission, and Inspiration Board: 25% of Final Grade

PROJECT 2 Completion, submission, and Inspiration Board: 25% of Final Grade

PROJECT 3 Completion, submission, and Inspiration Board: 15% of Final Grade

PROJECT 4 Completion and submission: 10% of Final Grade

Digital Sketches and other cumulative assignments: 5% of Final Grade

(see Project Outline for more details of Projects 1, 2, 3, & 4, and Digital Sketches – and all other resources and documents to follow)

As the instructor, I reserve the right to make additions, deletions, and modifications to this syllabus and course requirements with reasonable notification to the students (48 hours minimum – although most changes will occur during the first week). It is the responsibility of the student to communicate with the Instructor and submit assignments as specified in the course syllabus. Students who do not comply with these course requirements may be administratively dropped from the course by the Instructor.

IMPORTANT DATES – The UTRGV academic calendar can be found on [My.UTRGV](#) at the bottom of the screen prior to login. Some important dates for Spring 2022 include:

Overview SPRING 2022 – Subject to Change

Spring Regular Term

<i>January 18</i>	<i>First day of classes.</i>
<i>January 23</i>	<i>Last day to add a class or register for Spring 2022 classes.</i>
<i>March 14-19</i>	<i>Spring Break. No classes.</i>
<i>April 11</i>	<i>Last day to drop a class or withdraw.</i>
<i>April 15-16</i>	<i>Easter Holiday. No classes.</i>
<i>May 5</i>	<i>Study Day – NO classes</i>
<i>May 6-12</i>	<i>Final Exams</i>
<i>May 16</i>	<i>Grades Due at 3 p.m.</i>

Spring 2022 Term (January 18 – May 12)

Oct. 25 (Mon.) Registration Begins at 9:00 a.m.
Jan. 12 (Wed.) Payment Due Last day to join a waitlist
Jan. 14 (Fri.) Last day to withdraw (drop all classes) and receive a 100% refund
Jan. 17 (Mon.) Martin Luther King Jr. Holiday. No classes.
Jan. 18 (Tue.) Spring classes begin
Jan. 23 (Sun.) Last day to add or register for Spring classes
Jan. 24 (Mon.) Last day to withdraw (drop all classes) and receive an 80% refund
Jan. 31 (Mon.) Last day to withdraw (drop all classes) and receive a 70% refund
Feb. 2 (Wed.) Census Day (last day to drop without it appearing on the transcript)
Feb. 7 (Mon.) Last day to withdraw (drop all classes) and receive a 50% refund
Feb. 14 (Mon.) Last day to withdraw (drop all Spring classes) and receive a 25% refund
Mar. 14-19 (Mon.-Sat.) Spring Break. No classes.
Apr. 11 (Mon.) Last day to drop a class (grade of DR) or withdraw (grade of W)
Apr. 15-16 (Fri.-Sat.) Easter Holiday. No classes.
May 5 (Thurs.) Study Day. No classes.
May 6-12 (Fri.-Thurs.) Final Exams
May 12 (Thurs.) Spring classes end; Official last day of the term
May 13-14 (Fri.-Sat.) Commencement Exercises
May 16 (Mon.) Grades Due at 3 p.m.

DEAN OF STUDENTS RESOURCES:

The Dean of Students office assists students when they experience a challenge with an administrative process, unexpected situation such as an illness, accident, or family situation, and aids in resolving complaints. Additionally, the office facilitates student academic related requests for religious accommodations, support students formerly in foster care, helps to advocate on behalf of students and inform them about their rights and responsibilities, and serves as a resource and support for faculty and campus departments.

[Vaqueros Report It](#) allows students, staff and faculty a way to report concern about the well-being of a student, seek assistance in resolving a complaint, or report allegations of behaviors contrary to community standards or campus policies.

The Dean of Students can be reached by emailing dos@utrgv.edu, by logging into [Virtual Office hours](#) in which a representative is available Monday-Friday 9:00-11:00 a.m. and 1:00-4:00 p.m, or by visiting one of the following office locations: Cavalry (BCAVL) 204 or University Center (EUCTR 323). Phone: 956-665-2260.