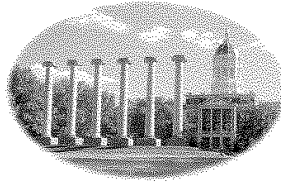


## TAM CLASSROOM ETIQUETTE

Attending MU to obtain a degree is intended to prepare students with solid subject matter grounding for professional fields. Similarly, the classroom atmosphere is intended to prepare students for the professional workplace through expectations of attendance, participation, courtesy and respect. Students are developing important work habits and attitudes during their college years; these should be positive, professional ones.

The Department of Textile and Apparel Management subscribes to the “MU Statement of Values” (see back of page) and encourages our students to embrace these also.

1. **Attendance**: Regular attendance is expected on any job. Attending classes is a critical part of the student’s job. Students are cheating themselves of what they are paying for when they do not attend class. Further, faculty will find it difficult to give positive job recommendations for a student who is repeatedly absent from class.
2. **Respect for faculty and other students**: Be courteous in the way you would like faculty and other students to be courteous to you. It isn’t polite to walk in and out of class casually; this is disruptive and disrespectful of both faculty and other students.
3. **Catching up is the student’s job**: If you miss class or arrive late, it is your responsibility to get the information you missed from other students. It is not the responsibility of the instructor to help you catch up.
4. **Arriving late for class or leaving early**: Arriving late and/or leaving early are disruptive to the professor and other students. Arrive on time and stay for the full period if you expect to be counted present. If you have an emergency and need to leave early, please talk to the professor prior to the beginning of class to explain this. It is not appropriate to come and stay only long enough to be counted in attendance.
5. **Talking to friends during class**: This is disruptive to both the professor and other students. It’s easy to believe other students near you think it’s o.k.—but that is usually not the case. This annoys most other students as well. When the professor comes to class to start, courteous students will stop talking for class to begin.
6. **Doing other work in class**: Students seem unaware of how easily a professor can see what each student is doing during a lecture. Doing other work, reading magazines, etc. is very obvious to the person standing at the front of the room.
7. **Eating and drinking in class**: If a student has no lunch break, it may be acceptable to eat inconspicuously in a class. However, unless that is the case, it is very unprofessional to bring one’s “picnic” to class. Students are expected to have their breakfast before arriving in class. Food is not allowed in the TAM labs under any circumstances.
8. **Bathroom needs**: Students should take care of their bathroom needs prior to class, so that individuals leave class for this purpose only in case of emergency. The same applies to going to get a drink of water.
9. **Pagers and cell phones**: If you bring these into class, these are not to be on! Having these go off in class is disruptive to the professor and other students.



“With thy watchwords Honor, Duty...”

Old Missouri, the Alma Mater

## A STATEMENT OF VALUES

The University of Missouri-Columbia, as the state’s major land-grant university, honors the public trust placed in it and accepts the associated accountability to the people of Missouri for its stewardship of that trust. Our duty is to acquire, create, transmit, and preserve knowledge, and to promote understanding.

We the students, faculty, and staff of MU hold the following values to be the foundation of our identity as a community. We pledge ourselves to act, in the totality of our life together, in accord with these values.

### RESPECT

Respect for one’s self and for others is the foundation of honor and the basis of integrity. A hallmark of our community is respect—for the process by which we seek truths and for those who engage in that process. Such respect is essential for nurturing the free and open discourse, exploration, and creative expression that characterize a university. Respect results in dedication to individual as well as collective expressions of truth and honesty. Respect is demonstrated by a commitment to act ethically, to welcome difference, and to engage in open exchange about both ideas and decisions.

### RESPONSIBILITY

A sense of responsibility requires careful reflection on one’s moral obligations. Being responsible imposes the duty on us and our university to make decisions by acknowledging the context and considering consequences, both intended and unintended, of any course of action. Being responsible requires us to be thoughtful stewards of resources—accountable to ourselves, each other, and the publics we serve.

### DISCOVERY

Learning requires trust in the process of discovery. Discovery often fractures existing world views and requires acceptance of uncertainty and ambiguity. Therefore, the university must support all its members in this life-long process that is both challenging and rewarding. As we seek greater understanding and wisdom, we also recognize that knowledge itself has boundaries—what we know is not all that is.

### EXCELLENCE

We aspire to an excellence which is approached through diligent effort, both individual and collective. Pursuing excellence means being satisfied with no less than the highest goals we can envision. Pursuing excellence involves being informed by regional, national, and global standards, as well as our personal expectations. We recognize and accept the sacrifices, risks, and responsibilities involved in pursuing excellence, and so we celebrate each other’s successes. We commit ourselves to this process in an ethical and moral manner.

*These statements are mere words until we integrate them as values in our individual lives and reflect them in our institutional policies and practices. We pledge ourselves to make them effective in the very fabric of our lives, our community, and all our relationships with others, thereby enhancing the development of individuals and the well-being of society.*



University of Missouri-Columbia