

These are “**The Rules.**”

1. **No texting in class.** I could tell you about how texting in class is bad and how it is distracting to you and to the people sitting around you. But instead, I have several horror stories to tell you about people who have texted in class.

A. Summer 2011 – There was a student in one of my classes who was **texting during class**. I walked over to the student, picked up the phone, and texted back that the student couldn’t text right now because she was in class. It turns out that she was texting her husband. When she got home her husband told her that since she was texting in class instead of paying attention that she would have to **get a job to pay for her own class**.

B. Summer 2011 – There was a student in a psychology class that was **texting during class**. The instructor warned the student to stop texting because it was *very distracting to the people sitting around her*. The student continued to text anyway. It turns out that the instructor had a policy in the first day handout that there was a 50 point deduction for texting. And because of the 50 point deduction for texting during class, the student ended up failing the class, losing financial aid, and having to **drop out of college**.

C. Fall 2011 – There was a student in one of my classes who was **texting during class**. She was on the borderline between passing and failing. She had already taken the class two times before, and it was the only class that she needed to graduate. Due to her disrespect for her own education and for the education of the people sitting around her, when it came time to enter the grades, she received the failing grade, and **she was unable to graduate on time**.

2. **Come to class on time.** And if you are late for class, come in quietly and proceed immediately to your seat. This means without talking, laughing, sharpening your pencil, or using your cell phone. And **do not expect me to stop class** to give you a handout *just because you were late for class*. And do not simply place your papers on my table expecting me to look at them later. Since you did not turn them in at the beginning of class, the appropriate thing to do would be to personally hand them to me at the end of class.

3. **Proper behavior.** Do not use profanity in class. It is unacceptable. During the Fall 2011 semester, I reported several students to the campus police for swearing at me and for exhibiting very erratic behavior during class. **Kindness goes a long way.** Do not tell me that you think I am the worst teacher that you have ever had, I am the rudest person that you have ever met, or that you can learn more from YouTube than from coming to class and then expect kindness from me in return. For example, do not expect me to boost your grade if you are on the borderline.

**4. E-mail etiquette.** I like to do most communication via e-mail so that I have a written record. This ensures that if you ask me to do something, I am the least likely to forget. I will do my best to respond to e-mails within 24 hours in a polite, friendly, and courteous manner. If you do not hear back from me within 24 hours, you will e-mail me again to make sure that I received your e-mail. Do not e-mail me every 2 hours asking me if I have gotten your e-mail. Do not e-mail me after 7pm and expect that I will respond to your e-mail before 7am (Although it's likely that I will). Do not e-mail me a question and then ask me if I have gotten your e-mail, especially if you have not first checked to see if I have responded to your e-mail. However, please do **make sure to include your name** in your e-mail, please do **check your e-mail** to see if I have responded to your e-mail, and please **do use complete English sentences in your e-mail** so that I can understand what you're e-mailing me about. And if that's too hard, make a video of your question, upload it to YouTube, and e-mail me the link.

**5. Please, do not call me by my first name.** You may call me Mr. Oaks, Professor Oaks, Professor, Teacher, Mr. O, Oaks, etc. However, I would prefer it if you did not call me by my first name. I will do my best to show you respect. Thus, in the same manner, I expect you to show me respect in return. I am making this clear now for several reasons:

A. Because I often get well over 250 e-mails a day, when I check my e-mail, I read the e-mails that start with Mr. Oaks or Professor Oaks first because they are most likely to come from you, my students. Then I read the e-mails that start with my first name last, because they are more likely to come from people who are not my students. During the Fall 2011 semester, there was a student who addressed me by first name in an e-mail on a day when I had a massive amount of e-mail to read. Due to my e-mail reading system, her e-mail was one of the last to be read, and she ended up not getting an important question answered before she took an exam. **If you always call me Mr. Oaks or Professor Oaks, this will not be an issue for you.**

B. There is one student during the Fall 2011 semester who insisted calling me by my full name even after I made it clear that I did not want her to do so. This student annoyed me so much, that when I had to make a decision about a borderline grade, she received an A- instead of an A, thus **ruining her perfect 4.0 GPA.**

C. The truth is that my 'full name – Jonathan' is reserved only for use by my family, on legal documents, and in situations where it's necessary for use.