

Walters State Community College Course Syllabus

Course Information

Course Number and Name: PSYC 1030 Intro to Psychology

Section ID: 80467.202380 Semester and Year: Fall 2023

Credit Hours: 3

Start Date: August 21, 2023 **End Date:** December 08, 2023

Course Format: CON - Conventional Methodology

Catalog Course Description: This course is an introduction to the guiding principles and primary approaches of the study of human and animal behavior. This broad-based course includes the following topics: psychobiology, conditioning, learning, sensation, perception, motivation, emotion, intelligence, personality, life span development, abnormal behavior, social psychology, group

processes, stress, and career development. F, S, Su

General Education Course Designation: General Education Course

Meeting Details: TR; 09:35AM - 11:00AM; MBSS 131

Course Drop Deadline: October 27, 2023

Instructor Information

Name: Lori Campbell

Role: Professor of Education **Office Location:** MBSS 136

Office Hours: See Office Hours Section

Office Phone: 423-318-2776 Email: lori.campbell@ws.edu

Supervisor Name: Dr. Whitney Jarnagin

Supervisor Phone: 423-585-2636 Secretary Name: Mrs. Lisa Horner Secretary Phone: 423-585-2633

Office Hours

Appointments may be scheduled with me through this **Bookings Calendar Link**

Office Hours:

Monday Virtual 1:00 - 3:30 p.m.

Tuesday MBSS 136 8:30 - 9:30 a.m.; 11:00 a.m. - 12:45 p.m.; 2:15 - 5:00 p.m.

Wednesday Virtual 9:00 – 11:30 a.m.

Thursday MBSS 136 8:30 – 9:30 a.m.; 11:00 a.m. – 12:45 p.m.; 2:15 – 4:00 p.m.

Required Textbook(s) and Materials

Psychology

ISBN: 9780135182611

image not available

Authors: Saundra K. Ciccarelli, J. Noland White

Publisher: Pearson

Publication Date: 2019-10-01

Student Learning Outcomes/Objectives

- 1. Describe how the psychological perspective contributes to an understanding of life and the origin of beliefs, values, and behaviors.
- 2. Define and give examples of basic psychological concepts of everyday life.
- 3. Describe how psychology addresses social institutions, such as family, education, and employment.
- 4. Analyze, discuss, and identify research methods and how these methods relate to psychology.
- 5. Apply critical thinking concepts and discussion to contemporary topics.

Instructional Approach and Methods

- Small group activities
- Instructor lectures
- · Class participation and discussion
- In-class exercises and experiments
- Article Review,
- Exams, attendance, quizzes, Reading Notes

Assessment, Evaluation and Testing Procedures

Exams

There will be four major exams worth 50 points each and one cumulative final exam worth 85 points for a total of 285 points. All exams are multiple choice and will be timed at 40 minutes with the exception of the final exam that will be timed at 70 minutes. All students must take exams at the scheduled time through eLearn. If you have a REAL emergency, you must notify me before the exam. If I do not receive notification prior to the Exam, you will not be allowed to make it up. Approved make up exams will take place on the next scheduled exam day.

Test 1 – Psychology in Action: Secrets for Surviving College and Improving Your Grades (PIA-2 – PIA-20); Chapters 1, 2, 8, and 3

Test 2 – Chapters 4, 5, 6, and 7

Test 3 - Chapters 9, 13, 11, and 14

Test 4 – Chapters 15, 10, 12; Applied Psychology and Psychology Careers (Appendix B1-B14)

Test 5 – Cumulative Final Exam

Five Most Important Things You Learned this Semester

During the final week of classes, you will submit one last assignment called the Five Most Important Things assignment. You will submit this in the Dropbox by the due date provided in the tentative schedule. It will consist of the five most important things you learned this semester and why those are important to you. The assignment should be formatted and will be graded like Reading Notes. This assignment is worth up to 10 points.

Other Assessments

During the first week of class, every student will take the Syllabus Quiz and department-wide Pre-Test. During the last week of class, every student will take the department-wide Post-Test. The Syllabus Quiz is worth 5 points, and the pre and post-tests are each worth 5 points for a total of 15 points. Failure to complete any of the assessments will result in a loss of all points for that assessment. Syllabus Quiz and department-wide Pre- and Post-tests, will be given through eLearn.

Reading Notes or Chapter Quizzes

You will choose which of these you do each week. You may complete a Chapter Quiz or submit Reading Notes for each chapter with the exception of the Psychology in Action Chapter and the Applied Psychology and Psychology Careers Appendices. For the Psychology in Action Chapter and the Applied Psychology and Psychology Careers Appendices, everyone will need to complete Reading Notes. The descriptions for Reading Notes and Quizzes follows in the Assignments Section. I will choose five chapters at random to record the grades from either a Quiz or a set of Reading Notes for you to earn the 50 points available.

Article Review

An article review is required for this course. It is worth 50 points. Details and the grading rubric are available in the Assignments section of this syllabus and within eLearn.

Attendance and Class Participation

There are 90 points available to earn - 45 points for Attendance and 45 points for Class Participation. See details in the Class Participation section.

Grading Scale

А	450-500
В	400-449
С	350-399
D	300-349
F	299 and below

Assignments

Assignments and Project Summary

Graded Item	Points Available
Orientation Assignments	10
Syllabus Quiz (5); Pre-Test (5)	
Reading Notes OR Chapter Quizzes (10 points each) *5 Chapters Randomly Graded	50
In-Class Participation Activities (5 points each)	45
Attendance (5 pt. deduction for unexcused missed class)	45
Article Review	50
4 Unit Exams (50 points each)	200
Five Most Important Things	10
Comprehensive Final Items: Exam (85); Post Test (5)	90
Total Points	500

Reading Notes **OR** Quizzes

If you choose to do reading notes in place of the Quizzes, you will <u>define/describe 5</u> <u>ideas/concepts in your own words you thought were most important in each chapter and provide examples of how these concepts relate to your personal knowledge/experience.</u> You should not copy and paste definitions from your textbook or other sources without appropriately citing the source. You should not use assistance from any form of Artificial Intelligence (AI) when defining terms. Please see the section on Academic Integrity within your syllabus for details on the process that will happen if you are suspected of using AI when it is not sanctioned for an assignment.

Each set of reading notes should comprise about one page in length. A good rule of thumb is to include about 3-5 sentences per term. POST A COPY OF YOUR NOTES IN THE DROPBOX BY THE BEGINNING OF CLASS EACH DAY A NEW UNIT IS COVERED. I will check notes for five random chapters for grading. Each set of notes is worth 10 points for a total of 50 points. A sample copy of a set of reading notes can be found in the in this same section of eLearn. Reading notes will be graded in the following way:

Criteria	3.5 points	7 points	10 points

Criteria	3.5 points	7 points	10 points
Criterion 1	Minimal attention given to defining terms using your own words or appropriately cited material; only 1- 2 sentences provided relating terms to personal	Adequate attention given to defining terms using your own words or appropriately cited material; 2-3 sentences provided relating terms to personal	Superior attention given to defining terms using your own words or appropriately cited material; at least 3-4 sentences provided relating terms to personal
	knowledge/experience	knowledge/experience	knowledge/experience

Quizzes

For each textbook chapter we cover with the exception Psychology in Action and the Applied Psychology and Psychology Careers Appendices there is a Chapter Quiz option available for you to take up to five times. Each Quiz will have 20 multiple choice questions with each question being worth .5 point. Each quiz is randomly generated from a larger bank of questions. So, taking the Quiz multiple times will expose you to more questions. Quizzes are timed at 15 minutes each. Only your highest attempt will be graded. Quizzes are due BEFORE class begins each day.

Article Review

This course requires that students display a sample of their writing.

- 1. Select one journal article that is of interest to you (from the list I provide within eLearn).
- 2. Read and summarize the article. Divide the review into three sections:
 - 1. Purpose of the article
 - 2. Key concepts, tenets, and findings
 - 3. Most significant contributions to your understanding
- 3. Papers should be typed, double-spaced, in 12-point, Times New Roman font, and have one inch margins. Please include a title page and reference page. The paper should be at least two pages in length (excluding the title and reference pages).
- 4. Please use APA format. A sample Article Review following APA format can be found in the Article Review module in Content in eLearn. You may also visit the OWL website or contact Jennifer Mayes at WSCC's writing lab (Jennifer.Mayes@ws.edu) for additional help. You may also contact Audrey Shoemaker, our reference librarian, for guidance with APA formatting.

5. Please submit a copy of your article review in the Dropbox by the due date provided in the Tentative Course Schedule. Late papers will incur a 5 point per day deduction from the grade. The Article Review is worth 50 points. The grading rubric is as follows:

Skill/Assessment	Below Competency	Competency	Mastery
	4 points	8 points	12.5 points
Thesis/Introduction to	Thesis is unclear and	Thesis is clear and	Thesis is clear to
subject of inquiry	loosely related to topic	aligned with writing	reader and matches
		topic	topic of paper
Discussion of details	Article review lacks	Article review shows	Article review
	discussion of details,	some discussion of the	discusses all relevant
	concepts, tenets and	details, concepts, and	details, concepts,
	findings presented in	tenets and findings	tenets and findings
	the article indicating	presented in the article	presented in the article
	limited to no	indicating an	indicating a firm grasp
	understanding of the	understanding of the	of the materials
	materials presented in	materials presented in	presented in the article
	the article	the article	
Analysis of the article	Article review contains	Article review contains	Article review contains
review/Contribution to	little to no analysis of	moderate	reflective analysis of
Understanding	how this article	reflection/analysis of	how this article
	contributed to an	how this article	contributed to an
	understanding of	contributed to an	understanding of
	psychology	understanding of	psychology
		psychology	
Formatting & Grammar	Format of article review	Format of article review	Format of article review
	does not conform to	loosely conforms to	conforms to APA
	APA format. Spelling	APA format. Spelling	format. There are no
	and grammatical errors	and Grammatical errors	significant grammatical
	permeate the article	are minimal	or spelling errors
	review		

As I grade the Article Review assignment, I will mark up to 10 spelling/grammar errors. After that, I will not mark additional errors, and the student will automatically receive the lowest number of points for formatting and grammar. I plan on using Turnitin as a part of grading these papers. If you plagiarize, you will receive a '0' for the paper and possibly for the course. If you are unfamiliar with plagiarism, or if you have any other questions, please let me know.

Class Participation

Attendance

Attendance is worth 45 points. Each class period missed for an unexcused absence, will result in a 5 point deduction per class from the final Attendance grade. I must be notified <u>before class</u> if you must miss and you must provide documentation for an absence to be excused (such as a doctor's note, jury summons etc.). Students who are more than 10 minutes late to class, play on their phones during class when not part of an activity, disturb others with electronics or talking will not receive attendance points for that day.

Class Participation:

Participation is essential for both you and your classmates to learn. <u>In class</u> participation is worth 45 points. These participation points are earned from <u>in class</u> Activities. You must be in class to earn points for these activities. In class participation points are not eligible for make-up.

Course and Class Policies/Procedures

Please submit assignments in either Word, PDF or Rich Text Format. If you are using a Mac, you can export your document to a Word of PDF file

I expect that students thoroughly read and understand the syllabus, including class assignments and projects.

In case of problems with eLearn, please email or send me a Teams chat immediately to let me know.

Additional Course Requirements/Details/Information

Tenative Course Schedule

Date	Content to be covered
Week 1 – 8/21-8/24	Introduction/Syllabus; Pre-Test (8/22)
	Psychology in Action (PIA): Secrets for Surviving College and Improving Your Grades; Weekly in class Reflection Activity
	PIA Reading Notes (due 8/24); Syllabus Quiz (8/24)
Week 2 – 8/25-8/31	Chapters 1 & 2; Weekly in class Reflection Activity
	Chapter 1 Reading Notes or Chapter 1 Quiz (due 8/29)
	Chapter 2 Reading Notes or Chapter 2 Quiz (due (8/31)

Date	Content to be covered
Week 3 – 9/1-9/7	Chapters 3 & 8; Weekly in class Reflection Activity
	Chapter 3 Reading Notes or Chapter 3 Quiz (due 9/5)
	Chapter 8 Reading Notes or Chapter 8 Quiz(due 9/7)
Week 4 – 9/8-9/14	Lecture Wrap up and Review and Exam 1(9/14)
Week 5 – 9/15-9/21	Chapters 4 & 5; Weekly in class Reflection Activity
	Chapter 4 Reading Notes or Chapter 4 Quiz (due 9/19)
	Chapter 5 Reading Notes or Chapter 5 Quiz(due 9/21)
Week 6 – 9/22-9/28	Chapters 6 & 7; Weekly in class Reflection Activity
	Chapter 6 Reading Notes or Chapter 6 Quiz (due 9/26)
	Chapter 7 Reading Notes or Chapter 6 Quiz (due 9/28)
	Article Selection for Article Review (due 9/28)
Week 7 – 9/29-10/5	Lecture Wrap up and Review and Exam 2 (10/5)
Week 8 – 10/6-10/12	Fall Break 10/9-10/10 and Librarian Speaker 10/12
Week 9 – 10/13-10/19	Article Review and begin Unit 3 Chapter 9
Week 10 – 10/20-10/26	Chapters 9 & 13; Weekly in class Reflection Activity
	Chapter 9 Reading Notes or Chapter 9 Quiz (due 10/24)
	Chapter 13 Reading Notes or Chapter 13 Quiz (due 10/26)
	Chapter 13 Reading Notes or Chapter 13 Quiz (due 10/26) Article Review (due 10/26)
Week 11 – 10/27-11/2	
Week 11 – 10/27-11/2	Article Review (due 10/26)
Week 11 – 10/27-11/2	Article Review (due 10/26) Chapters 11&14; Weekly in class Reflection Activity
Week 11 – 10/27-11/2 Week 12 – 11/3 – 11/9	Article Review (due 10/26) Chapters 11&14; Weekly in class Reflection Activity Chapter 11Reading Notes Chapter 11 Quiz (due 10/31)
	Article Review (due 10/26) Chapters 11&14; Weekly in class Reflection Activity Chapter 11Reading Notes Chapter 11 Quiz (due 10/31) Chapter 14 Reading Notes or Chapter 14 (11/2)
Week 12 – 11/3 – 11/9	Article Review (due 10/26) Chapters 11&14; Weekly in class Reflection Activity Chapter 11Reading Notes Chapter 11 Quiz (due 10/31) Chapter 14 Reading Notes or Chapter 14 (11/2) Lecture Wrap up; Review and Exam 3 (11/9)
Week 12 – 11/3 – 11/9	Article Review (due 10/26) Chapters 11&14; Weekly in class Reflection Activity Chapter 11Reading Notes Chapter 11 Quiz (due 10/31) Chapter 14 Reading Notes or Chapter 14 (11/2) Lecture Wrap up; Review and Exam 3 (11/9) Chapters 15 & 10; Weekly in class Reflection Activity Chapter 15 Reading Notes or Chapter 15 Quiz (due 11/14)
Week 12 – 11/3 – 11/9	Article Review (due 10/26) Chapters 11&14; Weekly in class Reflection Activity Chapter 11Reading Notes Chapter 11 Quiz (due 10/31) Chapter 14 Reading Notes or Chapter 14 (11/2) Lecture Wrap up; Review and Exam 3 (11/9) Chapters 15 & 10; Weekly in class Reflection Activity Chapter 15 Reading Notes or Chapter 15 Quiz (due 11/14) Chapter 10 Reading Notes or Chapter 10 Quiz (due 11/16) Chapter 12 and Applied Psychology and Psychology Careers
Week 12 – 11/3 – 11/9 Week 13 – 11/10-11/16 Week 14 – 11/17-11/23 Includes Thanksgiving	Article Review (due 10/26) Chapters 11&14; Weekly in class Reflection Activity Chapter 11Reading Notes Chapter 11 Quiz (due 10/31) Chapter 14 Reading Notes or Chapter 14 (11/2) Lecture Wrap up; Review and Exam 3 (11/9) Chapters 15 & 10; Weekly in class Reflection Activity Chapter 15 Reading Notes or Chapter 15 Quiz (due 11/14) Chapter 10 Reading Notes or Chapter 10 Quiz (due 11/16)
Week 12 – 11/3 – 11/9 Week 13 – 11/10-11/16 Week 14 – 11/17-11/23	Chapters 11&14; Weekly in class Reflection Activity Chapter 11Reading Notes Chapter 11 Quiz (due 10/31) Chapter 14 Reading Notes or Chapter 14 (11/2) Lecture Wrap up; Review and Exam 3 (11/9) Chapters 15 & 10; Weekly in class Reflection Activity Chapter 15 Reading Notes or Chapter 15 Quiz (due 11/14) Chapter 10 Reading Notes or Chapter 10 Quiz (due 11/16) Chapter 12 and Applied Psychology and Psychology Careers (Appendix B1-B9); Weekly in class Reflection Activity Chapter 12 Reading Notes or Chapter 12 Quiz (due 11/21) Applied Psychology and Psychology Careers Notes (11/27 *
Week 12 – 11/3 – 11/9 Week 13 – 11/10-11/16 Week 14 – 11/17-11/23 Includes Thanksgiving November 22-24	Article Review (due 10/26) Chapters 11&14; Weekly in class Reflection Activity Chapter 11Reading Notes Chapter 11 Quiz (due 10/31) Chapter 14 Reading Notes or Chapter 14 (11/2) Lecture Wrap up; Review and Exam 3 (11/9) Chapters 15 & 10; Weekly in class Reflection Activity Chapter 15 Reading Notes or Chapter 15 Quiz (due 11/14) Chapter 10 Reading Notes or Chapter 10 Quiz (due 11/16) Chapter 12 and Applied Psychology and Psychology Careers (Appendix B1-B9); Weekly in class Reflection Activity Chapter 12 Reading Notes or Chapter 12 Quiz (due 11/21) Applied Psychology and Psychology Careers Notes (11/27 * Monday after Thanksgiving)
Week 12 – 11/3 – 11/9 Week 13 – 11/10-11/16 Week 14 – 11/17-11/23 Includes Thanksgiving	Article Review (due 10/26) Chapters 11&14; Weekly in class Reflection Activity Chapter 11Reading Notes Chapter 11 Quiz (due 10/31) Chapter 14 Reading Notes or Chapter 14 (11/2) Lecture Wrap up; Review and Exam 3 (11/9) Chapters 15 & 10; Weekly in class Reflection Activity Chapter 15 Reading Notes or Chapter 15 Quiz (due 11/14) Chapter 10 Reading Notes or Chapter 10 Quiz (due 11/16) Chapter 12 and Applied Psychology and Psychology Careers (Appendix B1-B9); Weekly in class Reflection Activity Chapter 12 Reading Notes or Chapter 12 Quiz (due 11/21) Applied Psychology and Psychology Careers Notes (11/27 * Monday after Thanksgiving) Lecture Wrap up; Review and Exam 4 (11/30); Five Most
Week 12 – 11/3 – 11/9 Week 13 – 11/10-11/16 Week 14 – 11/17-11/23 Includes Thanksgiving November 22-24	Article Review (due 10/26) Chapters 11&14; Weekly in class Reflection Activity Chapter 11Reading Notes Chapter 11 Quiz (due 10/31) Chapter 14 Reading Notes or Chapter 14 (11/2) Lecture Wrap up; Review and Exam 3 (11/9) Chapters 15 & 10; Weekly in class Reflection Activity Chapter 15 Reading Notes or Chapter 15 Quiz (due 11/14) Chapter 10 Reading Notes or Chapter 10 Quiz (due 11/16) Chapter 12 and Applied Psychology and Psychology Careers (Appendix B1-B9); Weekly in class Reflection Activity Chapter 12 Reading Notes or Chapter 12 Quiz (due 11/21) Applied Psychology and Psychology Careers Notes (11/27 * Monday after Thanksgiving)

Academic Integrity Use of Artificial Intelligence(AI) Statement for This Course

PSYC 1030 Academic Integrity Artificial Intelligence (AI) Statement

Since applying critical thinking concepts and discussion of how psychological perspectives contribute to an understanding of social institutions (family, education,& employment), the origin or beliefs values, behaviors, psychological theories, research methods and contemporary topics are part of this course's student learning outcomes, all components of writing or other assignments/assessments, including and not limited to the article review, discussion boards, quizzes, reading notes and exams are to be the student's own work with no assistance from any form of Artificial Intelligence (AI), unless specifically stated within the assignment by the professor. Student Learning Outcomes are established to prepare you as a student with skills needed in today's world.

Al Detection Process and Resulting Actions:

- In this course, the use of any artificial intelligence-based technologies to complete an assignment/ assessment is not allowed, unless specified in the assignment and constitutes academic dishonesty and will be treated as such. Unless specifically allowed by the instructor in an assignment, students must not use any artificial intelligence-based technologies, for example, ChatGPT, to create or determine responses for assignments or assessments.
- All assignments/assessments for this course are subject to submission through Turnitin Software for plagiarism and AI writing detection. Should the use of AI be suspected by the instructor in an assignment where it is not allowed, the suspected material will be ran through three web-based AI detection tools.

- If the AI detection tools show a significant (50% or more) of the content in any section of an assignment to be AI generated, the instructor will require a visual conference with the student. During this conference, it will be the responsibility of the student to convincingly demonstrate to the instructor the suspected material in question is their own and is not AI generated. Should the student refuse a conference with the instructor, the instructor will assign a grade of 0 for the assignment or portion thereof.
- Additionally, If the instructor suspects inconsistencies with vocabulary or syntax from the student's prior writings, the instructor reserves the right to require a conference. If there are inconsistencies with sources used on assignments/assessments leading the instructor to suspect the use of AI, the instructor reserves the right to require a conference.
- Based on the original work submitted, any additional work, if requested by the faculty member, submitted and outcomes of the conference, the instructor will determine the grade to be assigned.

Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

- 1. Plagiarism refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions). Plagiarism includes, but is not limited to the following:
 - a. Using cut/paste tool from original document with no references given.
 - b. Copying another student's work and submitting it as one's own.
 - c. Forging or otherwise altering signatures.
 - d. Giving or falsifying academic documents or materials.

- 2. Cheating construed as attempting to deceive or mislead which includes, but is not limited to the following:
 - a. Utilizing old tests, projects, notes or written papers.
 - b. Providing unauthorized information to a fellow student about exam content.
 - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
 - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
 - e. Consulting with a classmate or others when taking a computerized test.
 - f. Disregarding other specific policies and procedures outlined for a particular class.
 - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
 - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
- 3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

Student Resources

TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus Student Services Building Room L107 (423) 585-6920
- Niswonger Campus GRNV 226 (423) 798-7982
- Sevierville Campus MMH Room 210 (865) 286-2787
- Claiborne Campus Room 123A (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

<u>Walters State English Learning Lab (opens in new window)</u> ws.edu/academics/humanities/writing-lab

Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

<u>Walters State Mathematics Learning Lab (opens in new window)</u> ws.edu/academics/mathematics/learning-lab

TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

<u>Walters State Helpdesk (opens in new window)</u> <u>helpdesk.ws.edu</u>

STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

<u>Walters State Student Support Services (opens in new window)</u> <u>ws.edu/student-services/disability/</u>

SUICIDE PREVENTION STATEMENT

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

College Policies

STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

<u>Walters State Catalog (opens in new window)</u> <u>catalog.ws.edu/</u>

<u>Walters State Timetable of Classes (opens in new window)</u> <u>ws.edu/admissions/registration/</u>

PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

COURSE GROUND RULES

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and
 whose names do not appear on official class rolls generated by the Walters State student
 information system (MyWS) will not be allowed to remain in class or receive credit for this
 course.

Electronic devices must not disrupt the instructional process or college-sponsored academic
activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity
and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant
to the activity or sanctioned by the faculty member in charge should be set so that they will not
produce an audible sound during classroom instruction or other college-sponsored academic
activity.

FINANCIAL AID

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

<u>Walters State Homepage (opens in new window)</u> ws.edu/home/

<u>Walters State Facebook page (opens in new window)</u> https://www.facebook.com/WaltersState/

<u>Walters State Twitter page (opens in new window)</u> <u>https://twitter.com/waltersstate</u>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

<u>Senator Emergency Text System (opens in new window)</u> <u>ws.edu/set/</u>

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

LEARNING MANAGEMENT SYSTEM

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." <u>Brightspace Accessibility Standard (opens in new window)</u>

Brightspace is also committed to guarding student data and privacy. <u>Brightspace Privacy Policy</u> (opens in new window)