Course Syllabus
History of the US to 1876
<mark>HIST 1301.151</mark>
Social Sciences Department; Division of Arts and Sciences
South Plains College
<mark>Spring 2020</mark>

Instructor: Dr. Sharon Bogener
Email: All written communications must be through Blackboard Course Messages. If you send email to my SPC address, I will NOT respond.
Office: SS 116 (Levelland Campus)
Office Hours: MW 12:00-1:00, TT11:00-1:00, F 8:30-10:30 and by appointment
Phone: 806-894-9611, ext. 2462
My personal phone number is in Blackboard. If you call please leave your full name, your phone number, and the reason for your call and I will call you back as soon as I can.

Keep a copy of this syllabus—it is your guide to this class—and you are responsible for knowing its contents! Before you ask questions about policies, procedures, dates, chapters, etc., check your syllabus! The syllabus and other information pertaining to this class (including grades) are available throughout the semester on Blackboard. It is your responsibility to check Blackboard regularly for changes and updates!

Common Course Syllabus Revised 1/2020
History 1301
Department of History

Department: Social Sciences
Discipline: History
Course Number: HISTORY 1301
Course Title: United States History I
Available Formats: Conventional, INET, ITV, dual credit
Campuses: Levelland, Reese, ATC, Plainview, online
Course Description:
A survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in United States History I include American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government.
Prerequisites: TSI compliance in Reading
Credit: 3 Lecture, 0 Lab
Required Textbooks: *OpenStax US History* **and** *A Treasury of Great American Scandals: Tantalizing True Tales of Historic Misbehavior by the Founding Fathers and Others Who Let Freedom Swing*
This course partially satisfies a Core Curriculum Requirement: American History Foundation Component Area (060)
Core Curriculum Objectives:
1. **Critical thinking:** demonstrates creative thinking, innovation, inquiry, analysis, evaluation, and synthesis of information.
2. **Demonstrates communication:** demonstrates communication through effective development, interpretation and expression of ideas through written, oral and visual communication.
3. **Demonstrates social responsibility:** demonstrates social responsibility through intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

4. **Demonstrates personal responsibility:** demonstrates the ability to connect choices, actions, and consequences to ethical decision-making.

Learning Outcomes: Upon successful completion of this course, students should be familiar with the pre-Columbian era to the Civil War/Reconstruction period. This would include the following themes:

- American settlement and diversity
- American culture
- religion
- civil and human rights
- technological change
- economic change
- immigration and migration
- creation of the federal government

Learning Outcomes: Upon successful completion of this course, students will:

- Create an argument through the use of historical evidence.
- Analyze and interpret primary and secondary sources.
- Analyze the effects of historical, social, political, economic, cultural, and global forces on this period of United States history.

Course Evaluation: See the instructor's course information sheet for specific items used in evaluating student performance.

Attendance Policy: Students are expected to attend all classes in order to be successful in a course. Whenever absences become excessive and in the instructor's opinion, minimum course objectives cannot be met due to absences, the student will be withdrawn from the course. Each instructor will have additional information about attendance on his/her course information sheet.

**Students who enroll in a course but have "Never Logged In" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for incomplete coursework through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

Plagiarism and Cheating: Students are expected to do their own work on all projects, quizzes, assignments, examinations, and papers. Failure to comply with this policy will result in an F on the assignment and may result in an F for the course if circumstances warrant.

Plagiarism violations include, but are not limited to, the following:
1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source with showing them to be direct quotations and citing them; or
4. Missing in-text citations.

Cheating violations include but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

Student Code of Conduct: Any successful learning experienced requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student behavior that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

Students are expected to exhibit a positive attitude and be considerate and respectful in all communication related to this course. Failure to comply will result in being dropped with an F. Likewise, any student, who through words or actions, attempts to harass, embarrass, intimidate, or coerce faculty, staff or another student will be dropped from the course with an F.

SPC Standard Disability Statement (Updated 7/5/2019)
Any students who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make any necessary arrangements. Students must present appropriate verification from the SPC Disability Service Office during the instructor's office hours. Please note that instructors are not allowed to provide classroom accommodations until appropriate verification from the SPC Disability Service Office has been provided. For more information, you may contact the Disability Services Office (located in the Health & Wellness Center) at 806-716-2529 or visit
http://www.southplainscollege.edu/health/disabilityservices.php

Equal Opportunity, Harassment, and Non-Discrimination Statement (Updated 7/5/2019)
South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.
South Plains College is dedicated to providing a safe and equitable learning environment for all students. Discrimination, sexual assault, and harassment are not tolerated by the college. The Health and Wellness Center offers confidential support (806-716-2529) and Voice of Hope has a 24-hour hotline: 806-763-7273. You are encouraged to report any incidents online at
http://www.southplainscollege.edu/about/campussafety/complaints.php

Title IX Pregnancy Accommodation Statement (Updated 7/5/2019)
If you are pregnant, or have given birth been within six months, under Title IX you have a right to reasonable accommodations to help continue your education. Students who wish to request accommodations must contact the Health and Wellness Center at 806-716-2529 to initiate the process.

Diversity Statement (Updated 7/5/2019)
In this class, the instructor will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the

larger world, and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Campus Concealed Carry: Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at: (http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php) Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

Note: The instructor reserves the right to modify the course syllabus and policies at any point during the semester.

Required texts:
(1) OpenStax US History. Available _FREE_ at http://openstaxcollege.org/textbooks/us- history
There is a link to the book in Blackboard. If the link does not work, then Google OpenStax History.

(2) This book must be purchased.
A Treasury of Great American Scandals: Tantalizing True Tales of Historic Misbehavior by the Founding Fathers and Others Who Let Freedom Swing by Michael Farquhar. Penguin Books, 2003. ☐ **ISBN-10: 0142001929** ☐ **ISBN-13:** 978-0142001929 **ASIN:** B001ROAKBM
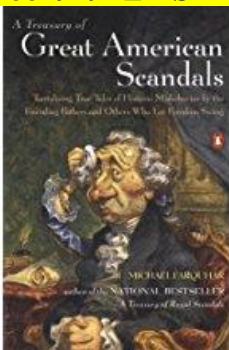
Computer and Internet Requirements:
☐ The student must have access to a computer with a reliable Internet connection.
☐ It is the responsibility of the student to make sure that they have the necessary computer resources and skills to take this class.
☐ There are computer labs available for student use on the Levelland Campus and at the Reese and Plainview Centers.

4

To test for the ability to browse the Web, a computer must be able to visit the SPC Home Page. Click on the "Blackboard" tab at the top right corner of the page. Blackboard has several tools you can use to make certain your computer is upgraded to use Blackboard formatting. It also has a tutorial that is very helpful.

 All technological questions should be directed to: blackboard@southplainscollege.edu or call the SPC Technology Center at 806-716-2180. Contact information is also available on the opening page of Blackboard).

 I do not offer any computer or Blackboard related technological assistance or advice.

 If you have any trouble opening my attachments or **any** of the documents, it is YOUR responsibility to find a computer that will allow you access to these documents.

 Make sure your computer and Internet connection work properly. The hour before an assignment is due is NOT the time to address these problems.

How this course is conducted:

This course is conducted using on-line tools. SPC uses Blackboard to deliver course materials, exams, assignments, and correspondence between the professor and all students in the class. Keep in mind that the class is structured so that you have access to all course content 24 hours a day, 7 days a week; however, I am NOT available 24 hours a day, 7 days a week.

Withdrawals: Any student withdrawing from all classes on the Levelland Campus must report in person to the Advising Center in the Student Services Building for a withdrawal form. Instructions for obtaining a clearance from some departments of the college will be given at this time. Students who wish to drop a course or withdraw from classes at the SPC Reese Center must report, in person, to the Advising Center at the SPC Reese Center building 8 for a withdrawal form. Students at the Lubbock Centers should contact the advisor at the center for the withdrawal form. Students at the Plainview Extension Center must contact the Counseling Office in person for a withdrawal form.

Drops: A student who stops logging into a class or does not complete the assigned coursework should go through the procedure for dropping a course; otherwise they may be administratively withdrawn for lack of completion of coursework and their record will show an "X" or "F" instead of a "W." Failure to follow college policy by withdrawing according to this procedure will be reflected on a student's transcript by the presence of "X" or "F" marks, as determined by the instructor. It is the student's responsibility to verify administrative drops for incomplete coursework through his or her student online account. A grade of "W" will be given for student-initiated drops or withdrawals that occur prior to and through "The Last Day to Drop" as indicated in the academic calendar.

A student who quits logging in or submitting coursework and is administratively withdrawn from class will receive a grade of "X" or "F" as determined by the instructor through "The Last Day to Drop" as indicated in the online academic calendar.

In this class, if a student misses a fifth assignment, he/she will be dropped from the class with an F.

It does not matter what your grade is or why you did not complete your assignments. You will NOT be re-instated if you are dropped.

PLEASE COUNT YOUR ZEROS IN "MY GRADES!"

If a student exceeds the four-assignment limit after the administrative last day to drop, the student's semester grade will be lowered by a letter grade per assignment missed**.**

Due dates will not be extended FOR ANY REASON including severe illness or bereavement.

- **option 1: Complete and print the Student Initiated Drop Form at https://portal.southplainscollege.edu/studentservices/admissionsandrecords/Forms/Admission_Forms/Student_Initiated_Drop_Form.pdf**
- **The form is not available before the Official Census Date or after the last day to drop.**
- **Get the instructor's (or an advisor's) signature for each course to be dropped.**
- **Return completed form to the Admissions and Records Office with $5 drop fee. You must have a picture ID to complete the drop.**
- **A student CANNOT add, drop, or switch courses through Texan Connect after the semester's registration period is over.**

No one but you can initiate the drop and it must conform to the procedure for dropping a course. Failure to finalize the drop procedure will result in an F grade on your transcript. The drop cannot be made retroactive. The drop date can be found on the SPC calendar.

option 2: if the student does **not** live in Lubbock or Levelland they should contact the Registrar's Office (806-716-2371) for further instructions.

Communications: Send all written communications through the Course Messages function in Blackboard. I will try to respond to you within 24 hours on work days and within 48 hours on weekends or holidays. Disrespectful communications will result in the student being dropped with an F. If you send email to my SPC address, I will NOT respond.

Formula for Calculating Grades:

Personal Responsibility………………100 points
Chapter Quizzes…………………….1100 points
Chapter Quizzes w/writing…………..200 points
Reading Quizzes…………………..….300 points
Comprehensive Final Exam…………300 points
Total points available……………....2000 points

Grading Scale:

90%= A (1800-2000 points)
80%=B (1600-1799 points)
70%=C (1400-1599 points)
60%=D (1200-1399 points)
0-59 %=F (0-1119 points)

Grades:

A. Statement of Personal Responsibility-100 points

B. *OpenStax* chapter quizzes-1100 points

1. We will have sixteen (16) chapter quizzes from the *OpenStax* book.
2. Chapter quizzes are multiple choice and/or identifications.*
3. The quizzes will be timed.
4. Quizzes cannot be made up. **If you do not take the quiz by the due date and time you will make a zero on that quiz.**
5. Each quiz is worth 100 points.

6. <u>You will have three attempts on each quiz (excluding identifications).</u> <mark>**Your highest grade will count.**</mark>

7. *<u>Your lowest <mark>three</mark> (3) chapter quiz grades will be dropped—</u>***excluding the quizzes with identifications. Quizzes with identifications can NOT be dropped.***

8. The remaining quizzes added together will be worth a total of <mark>1100 points</mark>.

9. PLEASE DO NOT ASK ME TO RESET QUIZZES.

<mark>*</mark>Two quizzes will have a written part (identifications). An identification or id is a grammatically correct answer that includes the who, what, where, when, why, what happened, and why the topic is important in US History. There is an example of an indentification in Blackboard. The two quizzes with identifications will have two sections: one with multiple choice questions (with three attempts) and one with the identifications (one attempt) for a total of 100 points each. These quizzes can NOT be dropped and will appear in a separate total column in the Grade Book (Write-Total).

**SPC Policy regarding "standard English": All written assignments should be presented using the conventions of Standard Written English. South Plains College requires all students to become proficient in "academic English," a form of English that is typically used in academic, professional, and business contexts. While slang, regional idioms, and informal kinds of self-expression are appropriate in some contexts, they are out of place in academic writing. Writing instructors and professors in courses across the campus expect all students to demonstrate proficiency in using the conventions of academic English in their written work.

C. Reading Quizzes-300 points:
1. You will have eight multiple choice quizzes over readings from *A Treasury of Great American Scandals.*
2. Reading quizzes are all multiple choice.
3. The quizzes will be timed.
4. Quizzes cannot be made up. <u>**If you do not take the quiz by the due date and time you will make a zero on that quiz.**</u>
5. Each quiz is worth 50 points.
6. <u>You will have two attempts on each quiz.</u> <mark>**Your highest grade will count.**</mark>
7. *<u>Your lowest <mark>two</mark> (2) reading quiz grades will be dropped.</u>*
8. The remaining quizzes added together will be worth a total of up to 300 points.
9. PLEASE DO NOT ASK ME TO RESET QUIZZES.

D. Comprehensive Final Exam—300 points:
1. The final exam will be all multiple choice, with questions coming from all 16 OpenStax chapters.
2. The final will be timed.
3. The final cannot be made up. <u>**If you do not take the final by the due date and time you will make a zero.**</u>
4. You will have two attempts. <mark>Your highest grade will count.</mark>
5. PLEASE DO NOT ASK ME TO RESET THE EXAM.

Please note: You have more than one attempt on every quiz. You may use all the attempts for whatever reason--technological problems, low grades, whatever. I allow more than one attempt so that if you have a technological problem you will have another chance to complete the quiz. If you have computer or internet problems on the first attempt, check with IT at 806-716-2180 or blackboard@southplainscollege.edu before beginning the next attempt. Please keep in mind that IT help is NOT available 24/7. If you do have problems, you might want to consider using a different computer or internet connection on the second attempt. <mark>**The only way I will reset an attempt on ANY assignment or assessment is if there is a problem with Blackboard that is documented by the SPC IT department. PLEASE DO NOT ASK ME TO RESET QUIZZES.**</mark>

<mark>**If there is a problem with Blackboard or the SPC server I will be notified. When Blackboard becomes available again, I will reset quiz due dates so that you can take quizzes affected by the outage.**</mark>

I have the Blackboard Grade Book (My Grades) set up so that it keeps a running total of your grades AFTER the lowest quizzes have been dropped.

The first column is your overall semester grade. It is the total of
column 2—OS-Quiz (with the lowest quizzes dropped),
column 3—Write Total
column 4---Read-Quiz (with the lowest quizzes dropped),
column 5—Final Exam
and column 6---the Statement of Personal Responsibility.

After you take your first OS quiz, you should have a grade in OS-1 and a grade for personal responsibility and a 100 or a 0 in the Total column (depending on what grade you made on the statement of responsibility). You won't see a grade in OS-total until you take the fourth quiz (and have three to drop). You won't see a grade in the Read-Total column until you take the third reading quiz (and have two to drop).

Every time you submit an OS or reading quiz, Blackboard will recalculate your grades to determine your lowest quiz grades and drop them. The lowest grades can change depending on your grades.

You may experience a little glitch in Blackboard. Every assignment is due at 11:59 PM. Sometimes when a student submits a quiz at 11:59 PM, the program will mark it as late and flag it. I always check quizzes that are flagged. If your assignment is time-stamped 11:59, you will get credit. If it is time-stamped 12:00 you won't get credit.

All technological questions should be directed to: blackboard@southplainscollege.edu or call the SPC Technology Center at 806-716-2180. Contact information is also available on the opening page of Blackboard).   I do not offer any computer or Blackboard related technological assistance or advice.

Blackboard support and help: *Blackboard tutorials* can be found on MySPC under Students>Distance Education. Once on the Distance Education page, click on Blackboard Learn 9 on menu to the right. Or access the tutorials at http://ondemand.blackboard.com/students.htm. When you log in to Blackboard there is a module (or box) that has help information on the My Blackboard Tab. You can also l**earn more about Blackboard Learn through the** On Demand Learning Center**. The On Demand Learning Center includes short, interactive video lessons called Quick Tutorials and short documents, called Getting Started Guides, designed to get you familiar with a feature in 15 minutes.**

If you encounter technological problems *while you are taking a test*, YOU must contact Blackboard Technical Support blackboard@southplainscollege.edu. to report the problem.

Blackboard Accessibility Standards: Blackboard measures and evaluates accessibility levels using two sets of standards: Section 508 of the Rehabilitation Act issued from the United States federal government and the Web Content Accessibility Guidelines (WCAG 2.0) issued by the World Wide Web Consortium (W3C). A third-party conducts audits of our software releases to ensure the accessibility of the products. For Blackboard Learn 9.1's conformance with the accessibility standards under Section 508 of the Rehabilitation Act using the Voluntary Product Accessibility Template® (VPAT®) tool, see the VPAT for Blackboard Learn Release 9.1. For Blackboard Learn 9.1 SP11 conformance statement for Web Content Accessibility Guidelines 2.0, Level AA see Learn Accessibility Conformance Statement. To learn more about Blackboard's commitment to accessibility, see http://www.blackboard.com/accessibility. (These resources are available in English only.)

Academic Integrity
From the SPC Student Guide and SPC Catalog
(http://catalog.southplainscollege.edu/content.php?catoid=48&navoid=1286)

(**http://catalog.southplainscollege.edu/content.php?catoid=50&navoid=1361#Grades**)

"It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

Cheating: Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length, as well as to final examinations, to daily reports and to term papers.

Plagiarism: Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identifiable expression of material taken from books, Internet resources, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of a fellow student, is guilty of plagiarism."

Your work must be *in your own words* and it must be original. Plagiarism--which is explained at length in the "Plagiarism" tab in Blackboard--will be dealt with in the harshest manner: you will make an F in the class. Plagiarism will not be debated. When I find plagiarism, you WILL be dropped immediately and without warning.

READ THE ACADEMIC INTEGRITY/PLAGIARISM HANDOUT IN BLACKBOARD BEFORE ATTEMPTING THE WRITTEN PORTION OF QUIZZES.

☐ Your work must be turned in on schedule to receive credit – neither chapter exams nor assignments can be turned in after the due date and time have expired. There are no exceptions to this provision.

Please read the information in the "How to Study for this Class" tab.

See the Due Dates tab for what assessments are due when.

Please note that all ASSIGNMENTS/ASSESSMENTS are due by 11:59PM Central Time.

Responsibility is a key concept in an internet class. You are responsible for your own success or failure in life, in school, and in this course.

My responsibility is to tell you what to read and learn, then to assess how well you learned it. It is also my responsibility to answer any questions you have about the class content, procedures, conduct, and the material covered. I will help you with anything I can! :)

You have the bigger job and more responsibility! Those responsibilities include, but are not limited to:
☐ Reading the syllabus and returning the statement of personal responsibility by the due date and in the proper format.
☐ Reading each and every chapter thoroughly.
☐ Learning the material.
☐ Knowing the particulars of assessments. Keeping up with due dates and times.
☐ Completing and submitting assignments/assessments by the due date and time.

- ☐ Being computer literate enough to take an on-line class and to figure out how to use Blackboard.
- ☐ Having a reliable computer and internet connection. (We all know that sometimes we have computer/internet problems. Have a backup plan. If your computer/internet fails you, where can you go to complete your work?)
- ☐ Knowing when to ask for help and knowing who to ask. (For course content, procedure, materials, ask me. All technological questions should be directed to: blackboard@southplainscollege.edu or call the SPC Technology Center at 806-716-2180.)

****IMPORTANT****
This is your first grade. It is worth 100 points and is due by Wednesday, January 22, 2020, at 11:59PM. _**I will not accept late assignments**_**.** When I receive your Statement of Personal Responsibility with everything correct, in its proper format (it must look like the one shown), and sent through proper channels, I will send you a return message saying "thank you." If you do not submit the document with everything correct, in its proper format, and sent through the proper channels, by the due date and time, you will make a zero on the assignment.

After reading the syllabus, copy and paste the gray and green highlighted areas below into Course Messages. If Course Messages won't let you paste, press the control button and V. (If you cannot copy and paste, then type the required information into Course Messages.) Then type in your name and the other information asked for. Make sure to send this to me through Course Messages with Your Name-Personal Responsibility (Sharon Bogener-Personal Responsibility) in the subject line.

Statement of Personal Responsibility

Successful completion of this course depends significantly on the student recognizing and accepting personal responsibility for the following:

☐ Reading, understanding, and following the guidelines listed in the course syllabus and South Plains College Student Handbook. This includes:

(1) knowing what assignments are due when,

(2) keeping up with how many assignments you have missed,

(3) understanding that if a student misses a fifth assignment, the student will be dropped from the class with an F,

(4) knowing that if a student exceeds the four-assignment limit after the administrative last day to drop, the student's semester grade will be lowered by a letter grade per assignment missed,

(5) accepting that due dates will not be extended FOR ANY REASON including severe illness or bereavement [unless there is a verified (by SPC IT) outage of Blackboard],

(6) Understanding what plagiarism is,

(7) Knowing and accepting that if a student PLAGIARIZES, the student will immediately and without warning be dropped from the class with an F,

(8) realizing that dropped students will not be re-instated

☐ Reserving and employing appropriate time to study and prepare for all course assessments.

☐ Honest self-evaluation of past performance, current efforts, and future capabilities for successfully completing the course.

☐ Improving study skills and habits, requesting assistance when needed at the earliest possible time, and adapting the student's individual academic strategies and tactics to reflect the personal goal of successfully completing this course.

☐ Appropriate and respectful behavior, actions, and commentary during all class activities.

☐ Assuming personal and sole responsibility for the choices, actions and inactions, and the resulting consequences made as a student in this course.

I, _____ **(printed name)** have read both this Statement of Personal Responsibility and the Instructor's Course Syllabus. I understand the contents, requirements, and obligations of these documents.   Furthermore, I understand that the course syllabus and this signed document serve as an agreement between the student and the instructor and that the contents apply to ALL students and are not negotiable. I understand that the professor **cannot** make exceptions for missed assignments. I agree to accept personal and individual responsibility for my performance in this course, and fully understand the consequences of my choices, actions, and inactions.

Signature_(Full Name)_____

Date_____

Course and **Section Number**_____
(This can be found at the top of this syllabus.)