IVY TECH COMMUNITY COLLEGE – NORTHEAST REGION, #3 SUMMER 2014 COURSE SYLLABUS – PHIL 101-41C

Instructor: Rick Pulling

Telephone voice mail: 260-481-2237 Office: Student Life Building, Room SL116F e-mail address: rpulling@ivytech.edu Office Hours: COURSE TITLE: Introduction to Philosophy COURSE NUMBER: PHIL 101-41C CRN # 12603 COURSE TIME: Tuesdays and Thursdays, 2:00 PM - 4:50 PM COURSE LOCATION: Room SL 128 in Student Life Center Building PREREQUISITES: Demonstrated competency through appropriate assessment or earning a grade of "C" or better in ENGL 025 Introduction to College Writing II or ENGL 093 Introduction to College Writing and ENGL 032 Reading Strategies for College II or ENGL 083 Reading Strategies for College. SCHOOL and PROGRAM: School of Liberal Arts and Sciences, Liberal Arts Program **CREDIT HOURS: 3** CONTACT HOURS: Lecture: 3 DATE OF LAST REVISION: Summer, 2011 EFFECTIVE DATE OF THIS REVISION: Fall, 2011

CATALOG DESCRIPTION: Introduces the student to recurring ideas and thought systems represented in the literature and lives of great thinkers and examines philosophical principles such as foundations of morality, skepticism, the nature of knowledge, the nature of mind, free will and determinism, and the existence of God. Emphasizes the evaluation of arguments and analysis of concepts.

MAJOR COURSE LEARNING OBJECTIVES: Upon successful completion of this course the student will be expected to:

- 1. Develop vocabulary to include language used in philosophy.
- 2. Identify and discuss issues, values, and beliefs of major schools of philosophical thought.
- 3. Build recognition of the more significant philosophers.
- 4. Engage in reading, writing, and thinking about philosophical issues.

5. Develop a more critical approach to one's own beliefs, and a better understanding of the beliefs of others.

6. Express the importance of the philosophical mindset.

COURSE CONTENT: This course seeks to develop a comprehensive and global introduction to philosophical issues such as:

Human nature		Source	Source, nature and reliability of human knowledge			
Relation of mind and body		Nature	Nature of religion			
Freedom of choice		Nature	Nature of argumentation			
Aesthetic and ethical judgments		ents Essen	Essence of truth			
Civil liberty						
	As approad	ched by moven	nents such as:			
Naturalism	Materialism	Idealism	Existentialism	Process	Pragmatism	
Empiricism	Recent trends	(e.g. feminism	, post-modernism)			

TEXT/MATERIALS

Chaffee, John. <u>The Philosopher's Way: A Text with Readings, Thinking Critically About Profound Ideas</u>, Fourth Edition, Upper Saddle River, New Jersey: Pearson, 2013.
CD-ROM or USB Flash/Jump Drive, formatted to Microsoft Word, to save/transport data Two, two-pocket folders
Ink pens and lined paper

METHODS OF EVALUATION: Student performance will be evaluated through:

(1) homework: print-outs of objectives and discussion questions found on Black Board50(2) homework: chapter quizzes found on Black Board100(3) homework: chapter essay questions found on Black Board100(4) in-class writings ("Thinking Critically" or "Thinking Philosophically" from text or
from discussion questions on Black Board; these cannot be made up)100(5) in-class discussion, or class participation50(6) writing assignment # 1 from Assignments on Black Board150

This Paper # 1 is adapted from the writing assignment that is found on page 163 of the textbook. <u>First Draft</u>: Make notes about at least two (2) theories with which you strongly agree and at least two (2) theories with which you strongly disagree that address the issue of the "self", and do prewriting by drafting a paragraph on each of those theories, bringing in your own experiences to support your positions. This is <u>the first draft</u> which needs to be done when due and must be done on time if a second draft is to be considered. <u>The first draft</u> also needs to name the two sources (listed below) that you will need for your final draft.

<u>Final Draft</u> will expand upon the first draft, will support your statements and viewpoints with the sources, and will develop a synthesis of the theories.

The sources include reading and summarizing one scholarly, peer-reviewed journal article (accessed through the Ivy Tech virtual library EbscoHost and Academic Search Premier databases) and one primary source, written by a philosopher, (also accessed through the Ivy Tech virtual library EbscoHost and Academic Search Premier databases).

This will be 3-5 pages. Use the student essay on pages 164-166 as a sample (only yours will have in-text citations and a Works Cited page for your sources).

Rubric for Paper # 1: Command of Topic (up to 50 points): Does the paper address the assignment? Does it demonstrate independent thinking and familiarity with course materials? *Argumentative Development (up to 30 points):* Does the paper show careful development of related ideas in coherent, sequential paragraphs?

Organization (up to 10 points): Has the student edited the paper, ensuring that sentences and paragraphs are clear and logical?

Writing Mechanics and Syntax (up to 10 points): Is the paper free from grammatical errors in word choice and writing mechanics?

(7) writing assignment # 2 from Assignments on Black Board 150

This Paper # 2 is adapted from the writing assignment found on page 273 of the textbook. <u>First Draft</u>: You will bring a philosophical lens to some aspect of culture that addresses the themes of "What is real?" and "What is true?" Select a film, play, or novel on pages 278-279 that you believe focuses on metaphysical and epistemological themes and write a paper that analyzes the film, novel, or play philosophically. <u>The first draft</u> needs to be done when due and must be done on time if a second draft is to be considered. <u>The first draft</u> will have 2 paragraphs summarizing what you think the film or novel is saying about epistemology and metaphysics and will name the sources that you will use in your final draft (listed below).

<u>Final Draft</u> will have more reflection and analysis of what you say in your first draft, using the sources to back up and support what you say. This paper will also be 3-5 pages long.

For help in reflecting upon the film or novel, be sure to use a web-based source (that is the <u>first</u> required source).

For help in reflecting upon the philosophical theories, be sure to reference at least one (1) specific philosopher from a primary source (written by the philosopher him/herself) accessed through the Ivy Tech Virtual Library. Also find and incorporate one scholarly, peer-reviewed journal article as a source (also accessed through the Ivy Tech Virtual Library; those are the <u>second and third required sources</u>).

Finally, use the student essay starting on pages 274 - 276 of the textbook as a good example of how to structure your paper (only yours will have in-text citations and a Works Cited page for your sources).

Rubric for Paper # 2: Command of Topic (up to 50 points): Does the paper address the assignment? Does it demonstrate independent thinking and familiarity with course materials? *Argumentative Development (up to 30 points):* Does the paper show careful development of related ideas in coherent, sequential paragraphs?

Organization (up to 10 points): Has the student edited the paper, ensuring that sentences and paragraphs are clear and logical?

Writing Mechanics and Syntax (up to 10 points): Is the paper free from grammatical errors in word choice and writing mechanics?

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Students will be responsible for completing all of the assignments on time and for handing them in to the instructor. All of the homework needs to be printed out and shown to the instructor. The three papers need to be typed on a computer, done on a program that is compatible with Microsoft Word (only .doc, .docx), saved onto a computer retrieval device, done in MLA or APA style, be double-spaced with 12-point font, be in Standard English grammar, and be submitted to Safe Assign. Students will keep all of their assigned work in a folder. The instructor will check homework.

FINAL GRADES are assigned according to the following point system: A=90% - 100 B=80% - 89.9% C=70% - 79.9% D=60% - 69.9% F= below 60\%

MISCELLANEOUS:

/Students are responsible for all information within the course materials and class meetings. /Assignments must be completed as scheduled in spite of absences/cancellations.

/No late projects or assignments will be accepted without **prior** consent of the instructor.

/Written assignments are due at the beginning of class and must include all parts to receive a grade.

/Technical issues (e.g., printing) are student, not instructor, issues.

/Incomplete projects will receive an "Incomplete", which is 50% or less of the possible points. They may not be completed and resubmitted later.

/Attendance is necessary for your success in this course. Make sure you sign in each day. /Two late arrivals and/or early departures equal one full absence.

/Missing 25% of class or more will (by necessity) result in a failing grade for the course. /Plagiarism is unacceptable. Any work that is not original will receive a zero.

/The burden of proof regarding plagiarism rests with the student, not the instructor.

LATE PAPERS AND IN-CLASS EXERCISES

<u>Homework and papers</u> are considered late if they are turned in after the class period they were due. A late paper will be penalized by having 10 points subtracted from the final grade for each calendar day the paper is late. I define late as not being among the work collected. If a drastic emergency prevents you from turning a paper in on time, you must contact me immediately to determine how and when the paper should be turned in.

NEVER assume you can determine how and when the paper should be turned in.

<u>In-class writings and exercises</u> need to be turned in at the time the instructor collects them. No in-class exercises (no matter what it is) can be turned in late. And they cannot be made up. **NOTE:** No late work will be accepted the last week of classes. **ALSO NOTE:** You may turn assignments in early. But if you must turn an assignment in late, you need to (without exception) contact me by leaving a voicemail message, sending an e-mail, or speaking to me in person.

CLASS POLICY ON ATTENDANCE:

Attendance is absolutely necessary for your success in this course. Considering much of this course involves group interaction, your attendance is necessary not only for your own learning, but also for the learning of your classmates. As you well know, it takes people awhile to feel comfortable working with one another, so attendance helps facilitate good class dynamics and excessive absences hurt class dynamics. Of course, anything that hurts class dynamics is not good. Two late arrivals and/or early departures equal one full absence. Absences will be penalized in that in-class writings and activities cannot be made up.

NOTE: An "absence" is defined as missing more than 20 minutes of class (either coming in late or leaving early without telling the professor there is a good reason that you are doing so). "Late" is defined as missing 3 - 20 minutes of class.

IMPORTANT: Missing the equivalent of two or more weeks of classes (e.g., two weeks in a row or twenty minutes one day, fifteen minutes another day, etc.) guarantees a student will not do well in that course – i.e., any student who does this is basically setting him/herself up for failure. *KEEP IN MIND:* Attendance is taken regularly and is recorded on your official student record. Attendance must be reported to the Financial Aid office because some financial aid programs have attendance requirements.

There are no make-ups for in-class writings and for the final oral presentation. There are no

make-ups or turning in late of homework, writing assignments, mid-term exam, or final exam without prior consent of the instructor. Even with prior arrangements with the instructor, a late assignment will have one letter grade lower each class day that it is late and no late assignment will be accepted (without fail) after May 1.

PLAGIARISM/CHEATING POLICY

Plagiarism or any other form of cheating will result in an F for that assignment and possibly for the course. The incident(s) of cheating will be formally documented and put on that student's permanent college record.

COPYRIGHT STATEMENT:

Students shall adhere to the laws governing the use of copyrighted materials. They must insure that their activities comply with fair use and in no way infringe on the copyright or other proprietary rights of others and that the materials used and developed at Ivy Tech Community College contain nothing unlawful, unethical, or libelous and do not constitute any violation of any right of privacy.

IVY TECH'S ACADEMIC HONESTY STATEMENT:

The College is committed to academic integrity in all its practices. The faculty value intellectual integrity and a high standard of academic conduct. Activities that violate academic integrity undermine the quality and diminish the value of educational achievement.

Plagiarism is unacceptable. Any work that is not original will receive a zero. Cheating on papers, tests or other academic works is a violation of College rules. No student shall engage in behavior that, in the judgment of the instructor of the class, may be construed as cheating. This may include, but is not limited to, plagiarism or other forms of academic dishonesty such as the acquisition without permission of tests or other academic materials and/or distribution of these materials and other academic work. This includes students who aid and abet as well as those who attempt such behavior. Plagiarism or any other form of cheating will result in an F for that assignment and possibly for the course. The incident(s) of cheating will be formally documented and put on that student's permanent college record. Any work that is not original (e.g., copying from another) is considered plagiarism. **The three papers for this course need to be submitted to Safe Assign on BlackBoard** (the instructor will show students the procedure, such as needing the suffix .doc or.docx). If there is a higher than acceptable "plagiarism percentage" on Safe Assign, the instructor will talk with the student. The burden of proof regarding plagiarism rests with the student, not the instructor.

IVY TECH'S ADA STATEMENT

Ivy Tech Community College seeks to provide effective and reasonable accommodations for qualified individuals with documented disabilities. If you need an accommodation because of a documented disability, you are required to register with the Office of Disability Support Services (Todd Nichols, Director of Disability Support Services, @ 481-2210 in Harshman Hall 1714) at the beginning of the semester. If you will require assistance during an emergency evacuation, notify your instructor immediately. Look for evacuation procedures posted in your classroom.

CLASS CANCELLATION POLICY

If class is canceled for any reason, you need to check "Announcements" on Blackboard to see how this will affect our class. Information will be provided in the "Announcements" detailing what you need to do before the next class session.

HOW TO ACCESS THE IVY TECH COMMUNITY COLLEGE LIBRARY:

The Ivy Tech Virtual Library is available to students on- and off-campus, offering full text journals and books and other resources essential for course assignments. Go to http://www.ivytech.edu/library/ and choose the link for your campus.

CLICK FOR HELP

Log into Blackboard at http://dl.ivytech.edu and visit the "Click for Help" tab for information about computer downloads. This tab provides students with important computer information, including security software, viewer software for users without Microsoft products, adobe reader, flash player, java, and more.

When students call the Ivy Tech IT Help Desk, dial 888-IVYLINE (489-5463), and then press "Option 4" to be connected with a technical support representative via the IT Help Desk. This help is 24/7, and it is a partnership of Ivy Tech and Indiana University.

DATES:

Classes begin Monday, June 9, 2014.

No classes Friday, July 4, 2014, for Independence Day Holiday. The last day to withdraw from 16-week courses is Saturday, July 19, 2014. Classes end on Saturday, August 2, 2014.

HELPFUL HINTS FOR SUCCESS IN THIS COURSE

.Since you are responsible for all information contained in the syllabus, assigned readings, and class meetings, you should trade phone numbers with a couple of classmates so that if you miss a class meeting, you can contact one of your classmates to learn what fascinating events transpired at that class meeting.

.Problems with computers and printers seem inevitable when you depend on them for completing your writing assignments, especially if you wait until the last minute to do you work or print it out. To avoid problems, **print your paper 24 hours ahead of time** so that if you have problems, you'll have time to resolve them before the paper is due. **Do not expect to print your paper right before the beginning of class when it is due.**

.If class is cancelled for any reason, please keep up with the syllabus—do not think that a cancellation will change the syllabus.

.All assigned readings in the syllabus should be read before the class time the readings are scheduled.

.Read instructions carefully several times. You are expected to follow instructions.

.The Center for Academic Excellence offers free tutoring for this course as well as others. Take advantage of the help they can give you. Call (480-4262 in Harshman or 480-4265 at the

Coliseum Campus) for an appointment or drop in and talk with them. .The Student Success and Retention Program is also available to help students. Most of the success coaches have offices in Harshman Hall. Their main number is 480-2544. .Be sure to complete the assignments that are listed for that day's class session **before** coming to class; those assignments will be gone over in class.

THINGS NOT TO HAVE IN THE CLASSROOM

No cell phones or laptops or ipads allowed in class, period, unless there have been special arrangements made with Mr. Pulling beforehand. If you need to have your cell phone on "vibrating" because you need to be available for emergencies, you need to tell the instructor. If you need to have a laptop or ipad to take notes, you will need to have a note from Disability Services to the instructor. Even with that okay and even when we might use our smart phones for classroom purposes, scrolling through one's cell phone or accessing websites other than what we're covering in class is unacceptable classroom behavior; if one is spoken to twice about it, that person will be asked to leave class for that day. In the past, both cell phone and laptop use have distracted other students.

IVY TECH GROWING GREENER

Ivy Tech Community College – Northeast is committed to the development and implementation of a comprehensive sustainability plan. We're emphasizing our responsibility to go green. To that end, we are asking students, faculty, and staff to actively participate in energy conservation measures and proper recycling on campus. The recycling bins located in classrooms and offices are for paper and paper products only. Ivy Tech participates in single-stream recycling for other items. All aluminum, glass, and plastic beverage containers can co-mingle in the same recycling bins located in the hallways. Please remember to empty the liquid from your containers before depositing them in the bins. Any materials that cannot be recycled should be placed in garbage cans. It is also important to turn off lights and computers when leaving a room. Together, we can make an impact on conserving our limited resources. Remember to reduce, reuse, and recycle!

IVY TECH BREATHING EASY

Ivy Tech–Northeast is committed to providing a healthy, comfortable and productive environment for the students, faculty and staff of this campus. The use or sale of any tobacco product is prohibited on college-owned, operated, or leased property or vehicles at any time. The policy applies to all Ivy Tech–Northeast facilities and grounds, regardless of location. Smoking, including the use of an e-cigarette, shall not be permitted in any enclosed space and is also prohibited outdoors on all college campus property, including parking lots. This policy applies to all students, faculty, staff and visitors. **Tickets and fines will be issued to violators**.

School of Liberal Arts and Sciences Grading and Makeup Policies

General Policies Regarding All Classes and All type of Assignments

- The instructor owns the copyright to all original material, and this material may not be duplicated without permission from the instructor.
- Computer/technical problems (printer ran out of ink, computer locked up, flash drive was stolen, etc.) do not constitute an excuse for turning anything in late.
- No late papers or assignments may be turned in during the last week of the semester.
- Being late or not attending class can negatively affect your grade. You are responsible for all missed material due to any absences.
- In case of a documentable emergency, the policies may be adjusted at the discretion of the instructor.

Classroom Etiquette

- Cell phones must be turned off or put in vibrate mode. Texting, chatting, tweeting, and browsing various other social media sites is not allowed during class unless the activity is a part of the daily class activities and is assigned by the instructor. Failure to adhere to this policy could result in a loss of in-class activity points.
- Children under 16 are not allowed in the classroom.
- You must gain permission from the instructor before you can tape any portion of the class.
- Laptops are to be used as the instructor determines. The instructor reserves the right to ask that they be stored away during class.
- Everyone deserves to be respected for their opinions. This includes your instructor, your classmates, and yourself.

Homework and Assignments

- Homework and assignments are due at the **beginning** of class on the due date unless otherwise indicated by the instructor.
- If you are absent from class it is still expected that you will turn your homework or assignment in on time.
- Late homework and assignments may be turned in within **one** week of the due date if permitted by the instructor, but the late homework or assignment will be given only half credit. Certain types of homework or assignments may not be turned in late for any amount of credit. These are clearly identified in the class syllabus.
- After one week an assignment or homework will no longer be accepted for credit.

Papers and Projects

- Papers and projects are due at the **beginning** of class on the due date unless otherwise indicated by the instructor.
- If you are absent on the due date it is your responsibility to make sure the paper or project is still turned in on time.
- The instructor reserves the right to reject any paper that is not completed according to directions given or that fails to meet general college-level standards.

- The responsibility for proof regarding the originality of a paper rests with you, not the instructor.
- In the absence of clearly stated guidelines within the course syllabus, late papers and projects may be accepted with the following late penalties as a one-time exception. Certain types of papers or projects may not be turned in late for any amount of credit. These are clearly identified in the class syllabus.
 - If it is turned in within 24 hours of the due date there will be a 10% reduction.
 - \circ After 24 hours and up to one week there will be a 50% reduction.
 - After one week the paper or project will no longer be accepted for credit.

Quizzes and in-class assignments

- Quizzes and in-class assignments can **not** be made up.
- If you are absent for any reason on a day with a quiz or in-class assignment you will receive 0 points for it.

Tests & Major Assignments

- Only one test or major assignment (i.e. speech) a semester may be made up.
- If you know you will have to miss a test or major assignment, you must make arrangements with the instructor before the due date in order to take the test or turn in the assignment at an alternate time.
- In an emergency situation (i.e. flat tire, emergency room visit) you must contact the instructor via means outlined in the syllabus to make arrangements to make up the test or major assignment.
- Arrangements to make up a test or major assignment must be made with the instructor within one week of the original date of the test.

Labs

- Labs can not be made up under any circumstances.
- Proper safety guidelines must be followed at all times. Failing to follow safety guidelines will result in a score of 0 on the lab, and the student will be asked to leave the classroom during the lab.
- A score of 0 will be entered for any labs that are missed.

Grading

• If questions about class policies and procedures or grades arise during or after the semester, you must meet with your instructor to discuss this first prior to speaking with a program chair or any other college representative.

Midterm

• Midterms may not be made up.

Final Exam

• There is no make-up for the final exam.

End of Semester

• The last class meeting is the end of the semester. Nothing may be turned in or completed after that date. All graded assignments should be picked up by the end of this meeting or they will no longer be available.

STUDENT-INSTRUCTOR EXPECTATIONS: TOWARD A CIVIL AND PRODUCTIVE ENGLISH CLASSROOM ENVIRONMENT: (Duane Roen et. al.)

What students can expect from the instructor:

.Respect and show courtesy for students regardless of their gender, race, religion, or sexual

orientation. Respect the opinions of "the minority."

.Offer assistance to students when needed.

.Listen attentively when students "have the floor."

.Listen to suggestions for improving the classroom environment.

.Arrive on time and prepared.

.Inform students of changes in the syllabus.

.Work on solving problems if they arise.

What instructors can expect from students:.

.Respect and show courtesy to classmates and the instructor regardless of gender, race, religion, or sexual orientation, and take part fully in whole class discussions and peer group discussions and reviews. Respect the opinions of "the minority."

.Ask for assistance when needed.

.Listen attentively when another student or the instructor "has the floor."

.Listen to suggestions for improving the classroom environment.

Arrive on time and prepared, having completed the homework assignments.

.Read and know the syllabus and then make note of any changes in it.

.Work on solving problems if they arise.

10 GROUND RULES FOR A CIVIL AND SAFE ENVIRONMENT WHICH WE WILL LIVE BY FOR CLASS DISCUSSIONS (taken from several sources)

1. Use "I" statements rather than "you" statements.

- 2. Do not interrupt someone who is speaking.
- 3. Practice good listening. Understanding is more important than agreeing.
- 4. Humbly remind yourself that all reality does not conform to what you feel/perceive.
- 5. Don't be afraid to ask questions at the appropriate times.
- 6. No one person or group has a monopoly on THE truth and wisdom.
- 7. Call an internal time out if you find yourself reactive and/or defensive.
- 8. Aggressive, attacking, or blaming behaviors are not appropriate or acceptable.
- 9. Take things seriously, but not too seriously and not personally.

10.Use humor when appropriate.

GOOD PRINCIPLES FROM AL-ANON:

SAY WHAT YOU MEAN, MEAN WHAT YOU SAY, BUT DON'T BE MEAN WHEN YOU SAY IT.

WAIVER:

Where it is not in conflict with established and recognized college policy and where, in the instructor's opinion and discretion, there is not a compromise of sound educational philosophy and practice, the instructor reserves the right to waive or suspend any of the rules or schedule outlined in the syllabus when, at his discretion, it is felt that doing so is in the best interest of the class and/or contributes to sound educational philosophy and practice.

Course Assignment Schedule:

Week/ Class	Reading Assignments	Assignments Due	Notes
Session Date			
Week 1 – 06/10/14-	What does it mean to	Tues – Preview of Course	
06/12/14	be human?	Learning Styles	
	Ch. 1 – What is	Thurs – Homework for	
	Philosophy?	chapter 1	
Week 2 – 06/17/14 –	Ch. 2 – What is the	Tues – Homework for	
06/19/14	Philosopher's Way?	chapter 2	
	Ch. 3 – Who are you?	Thurs – Homework for	
		chapter 3	
		First Draft for Paper 1	
Week 3 – 06/24/14 –	Ch. 4 – Are you free?	Tues – Homework for	
06/26/14	Ch. 5 – How can we	chapter 4	
	know the nature of	Thurs – Homework for	
	reality?	chapter 5	
Week 4 – 07/01/14-	Mid-Term Exam	Tues – Mid-Term Exam	•
07/03/14		Final Draft for Paper 1	
	Ch. 6 – What is real?	Thurs – Homework for	
	What is true?	chapter 6	
Week 5 – 07/08/14 -	Ch. 8 – Are there moral	Tues – Homework for	Note that we are
07/10/14	truths?	chapter 8	doing chapters 8
	Ch. 9 – What are right	Thurs – Homework for	and 9 before
	actions?	chapter 9	doing chapter 7.
		First Draft for Paper 2	
Week 6 – 07/15/14-	Ch. $7 - $ Is there	Tues – Homework for	Last Day to
07/17/14	spiritual reality?	chapter 7	Withdraw is
	Ch. 10 – What is social	Thurs – Homework for	07/19/14
	justice?	chapter 10	
Week 7 – 07/22/14 –	Ch. 10 – What is social	Tues – Homework for	
07/24/14	justice?	chapter 10	
	Review for Final Exam	Final Draft for Paper 2	
	Final Exam	Thurs – Final Exam	
Week 8 – 07/29/14 -	Group Work Day	Written assignment from	We made it!
07/31/14	Final Project	page 615 is due and Final	
	Presentations	Project Presentations	

Class Contract: Please initial each item, sign and date – for your records

1.	Cell phones are to be turned off unless I am expecting an emergency phone call.
	Should I need to have my phone on during class it must be set to vibrate and the
-	professor must be notified before class. Cell phones are extremely disruptive.
2.	Texting during class is considered cheating during quizzes and exams.
3.	I understand that it is rude and not in my best interest to text, twitter, Facebook during class.
4.	I understand that I may tape the lectures as long as I turn off the recorder when another classmate speaks.
5.	I understand that should I be allowed to use a laptop/I-Pad during class it should only be used for note taking – not social networking, web-surfing etc
6.	I will contact the professor outside of class time with special concerns.
7.	I will not expect to receive handouts distributed in a prior class during class time. I may stop by the professor's office to pick them up during office hours.
8.	I am solely responsible for getting notes for a missed class. The professor's notes wi not be copied and distributed. I may ask a classmate for a copy of their notes.
9.	I understand that my professor strongly suggested that I exchange phone numbers with a classmate or two in order to have a source for class information should I be required to miss a class.
10.	Unless I have made prior arrangements with my professor, I will not leave class early or I will be considered absent for the entire class.
11.	Grades in this course are earned by students not "given" or "awarded" by faculty. I we be assigned the grade I earn.
12.	I have received instructions as to how to keep track of my grades on Black Board's Grade Center. I am responsible for keeping track of my own grades for my records.
13.	I understand that should I miss an exam that I must take an alternate exam during the professor's regularly scheduled office hours – at his/her convenience. This exam will not have a study guide.
14.	I understand that I should not leave the classroom during an exam for any reason.
15.	I understand that I may print my assignments in the library (during library hours) of a Computer Lab and that this should be completed prior to class.
16.	I understand that multiple page assignments should be stapled and that a stapler is available in the library and the Computer Labs.
17.	I understand that in order for me to get the most benefit from this course; I should rea the assigned readings prior to class.
18.	I have read the syllabus and have had my questions answered to my satisfaction.
	I understand that it is standard that out of class work for this course could be as much as or more than three hours out of class for every hour in class.
20.	I believe that I have the time and willingness to commit to learning all that I can from this course.
21	I have been given a copy of this form for my records.

Signed: _____ Date: _____ Student

Signed: _____ Date: _____ Professor

I have read the syllabus and the Class Contract thoroughly. I understand them, and I accept the terms and expectations that are spelled out in them.

Student's Name

Date