Course Inform	ation
Course Description:	A general introduction to the terms, concepts, and principles of sociology. The course will emphasize a history of the development of sociology, research methods, basic sociological concepts, and a study of social institutions.
	RODP Equivalent Course - SOCI 1010
Learning Outcomes and Objectives:	Learning Outcome Goals and Course Competencies: The goal of Principles of Sociology is for the student to develop an understanding of the social world by examining the processes used by social and behavioral sciences in discovering, describing, explaining, and predicting human behavior and social interactions; to enhance the student's knowledge of social and cultural institutions; to increase the student's understanding of how values and beliefs shape our society and other cultures; and to develop the student's understanding of the interdependent nature of the individual and the society in shaping human behavior and determining quality of life. Students are expected to: Increase their capacity to master complexity in subject matter and application. Increase their capacity and skills to work independently. Increase their ability to work cooperative in groups. Increase their ability to examine key issues and arguments in society. Increase their ability to examine key issues and arguments in society. Increase their ability to understand ethical issues in a complex social world. Upon successful completion of the course, the student will be able to: Recognize, describe, and explain social institutions and social structures in a diverse society and in a complex, global multi-cultural world. Think critically about how individuals are influenced by political, geographic, economic, cultural, and family institutions and to explain how one's belief system may differ from others in their own and in other cultures. Explore the relationship between the individual and society as it affects personal behavior, social development, and quality of life for the individual, the family and the community. Examine the impact of behavioral and social scientific research on understanding contemporary social issues. Use the most appropriate principles, methods, and technologies, to perceptively and objectively gather, analyze, and present social and behavioral science research data, draw logical conclusions, and apply those c
Prerequisites and Co requisites:	DSPW 0800, DSPR 0800, or equivalent documented skill levels.
Course Topics:	Sociology 201-Principles of Sociology is an introductory course designed to expose students to basic sociological concepts and to the three major theoretical frameworks: Functionalist Perspective, Conflict Perspective, and Interactionist Perspective. The course emphasizes sociology as a science; the use of scientific study for understanding human behavior and social institutions; and for identifying the recurring patterns of social behavior and examining how these patterns influence the social order. Primary focus is placed on how social relationships influence people's attitudes and behaviors and on how societies are established and change. Major topics include: Sociological Perspectives and Socialization in theory and in research methods; Culture and the Foundations of Social Structure on society, formal organizations, groups, deviance, and social control; Social

Stratification and Social Inequality in race, ethnicity, gender, and age; and **Social Change and Collective Behavior** in family, education, political and economic institutions, religion, health and population.

In addition, some of the Sociological subject matter can controversial and occasionally may be viewed as threatening some conventional beliefs about the nature of the social world. Please remember the following:

- Controversial issues are relevant to both the discipline of Sociology and to student's lives.
- Students are encouraged to share and to question material; however, students are NOT allowed to attack the views of others.
- Students are encouraged to use factual information rather than limited personal experience in their discussion of social issues.
- Any student who feels that their viewpoint has been threatened is <u>strongly encouraged to share their concerns with this in</u>structor.

Students are expected to abide by the Dyersburg State Code of Honor and Citizenship (see DSCC college catalogue at The Dyersburg State Code on Honor and Citizenship).

Specific Course Requirements

COURSE EXAMINATIONS REQUIREMENTS AND INSTRUCTIONS:

Complete four (4) exams (100 points each-400 total points)

Comprehensive final (200 points)

- PLEASE DO NOT WAIT UNTIL THE LAST HOUR TO START PREPARING FOR THE EXAM!
- Exam format is multiple-choice, short answer essay, and/or essay
- Read each question carefully and consider ALL answer choices before choosing a response
- Choose the BEST answer only
- Essay exam questions should demonstrate a student's knowledge of the subject matter
- Use correct English and spelling
- A grade of zero (0) will be given for not taking an exam
- A grade of zero (0) will be given for students engaged in cheating on any exam. Cheating includes taking to and/or sharing information with other students during the exam, copying answers, having/using cheat sheets; text messaging, using phones to copy exams, etc.
- Make-up exams should be discussed with this instructor as soon as possible. Note that the instructor reserves the right to schedule any makeup exams at the end of the semester

WRITTEN ASSIGNMENTS REQUIREMENTS AND INSTRUCTIONS:

Complete the one (1) research project (200 points)

- Read any textbook sections that relates to the assignment
 - Research the topic as instructed
 - Use and cite both refereed and popular press articles as relevant sources of information and statistics in the paper
 - Follow the instructions provided for each activity and project
 - Use of copied or plagiarized papers will result in a grade of zero (0) for the assignment
 - Coping and using any part of a other student's paper or work product is cheating and will result in a grade of zero (0)

COURSE DISCUSSION SESSIONS REQUIREMENTS AND INSTRUCTIONS:

Participate in discussion/cooperative learning groups sessions and in-class activities (200 points)

- Read text assignments and be familiar with the topic
- Use knowledge from the text and assignment in the discussion (NOT your personal opinions and experiences only)
- Do NOT make insulting or inflammatory remarks
- Be respectful of others' ideas (even if you disagree)
- Be patient
- In order to earn the points you must participate FULLY in each discussion and activity
- Respect your classmates' feelings and privacy

Course Method of

COURSE METHOD OF PRESENTATION:

Material is presented in lecture format; in class discussions and cooperative learning activities; and

Presentation:

through required textbook readings. Exams are essay, short answer essay, and multiple-choice. In addition to the exams, students are required to participate in discussion/cooperative learning groups, complete written assignments, and a research project. Also, note that this course requires students to read material outside of the classroom. Students will be required to demonstrate their knowledge of all assigned material.

CLASS AND STUDY SUGGESTIONS:

- Attend and be prepared for class.
- Be courteous in class by paying attention.
- Turn off cell phones and other potential distractions.
- Set up a weekly study schedule for this course.
- Review the syllabus, and note due dates on your personal day-timer or calendar.
- Read assigned chapters in the textbook, take notes, review the learning objectives, summary, and key terms.
- Complete Feedback and Review Guide questions.
- Participate in the discussion group activities.
- Make sure that you understand the assigned materials prior to taking the exam.
- Call or e-mail if you are not sure about any assignment or material.
- Check your e-mail for schedule updates and information.

<u>Cell Phones/Internet Use In Class:</u> Never have a cell phone on in class! With the exception of a medical emergency, the student is required to turn off their cell and/or pager before class begins and to keep their electronic off until the end of class. Students must notify the instructor before class in the event of an emergency that requires their cell phone be on during the class. The instructor reserves the right to penalize students violating this policy a minimum of 10 points class participation points per episode. This policy includes texting in class or using internet for non class related activities during class.

Class and Study Suggestions:

- Attend and be prepared for class.
- Be seated and prepared to begin class on time.
- Be courteous in class by paying attention.
- Turn off cell phones and other potential distractions.
- Do not leave class unless it is an emergency.
- TAKE NOTES DURING LECTURE, CLASS DISCUSSIONS, AND FROM THE TEXTBOOK, POWERPOINTS, ETC.
- Set up a weekly study schedule for this course.
- Review the syllabus, and note due dates on your personal day-planner or calendar.
- Read assigned chapters in the textbook, take notes, review the learning objectives, summary, and key terms.
- Complete feedback and review guide guestions at the end of each chapter.
- Take practice exams at http://wps.prenhall.com/hss_macionis_sociology_10/
- Participate in the discussion group activities.
- Ask questions when you need clarifications or additional information.
- Make sure that you understand the assigned materials prior to taking the exam.
- Call or e-mail if you are not sure about any assignment or material.
- Check your e-mail for schedule updates and information.
- Keep a back-up of all your written work on both your computer and on a jump/thumb drive.

Textbooks, Supplementary Materials, Hardware and Software Requirements

Required Textbooks:

Society the Basic, Eleventh Edition, John J. Macionis, ISBN -10: 0205003788, ISBN-13: 9780205003785, Publisher: Pearson, Copyright: 2011



Note: Students may use an older version of the textbook to save money; however, it is the student's responsibility to find and match the course assignments with those page numbers.

Supplementar y Materials:

- Scantron Test Answer Sheets (package of six forms at the bookstore)
- 1 notebook/Report folder (paper with clear cover and 3 metal prongs)
- · Note paper and pencils for class

Software Requirements

The DSCC LRC is available to all enrolled students. The LRC can be accessed by Internet on the DSCC Homepage at http://www.dscc.edu or e-mail at helpdsk@dscc.edu or by telephone at (731) 288-7780.

Book Companion Web Site and Virtual

Society: http://wps.prenhall.com/hss macionis sociology 10/

Note: Due to the changing nature of the Internet and websites, students should be aware that some sources and site suggested as resources may become unavailable or may experience a change of their content. These changes are beyond the control to the instructor.

Students should be aware of national and global social issues. The following web sites are recommended resources:

- CNN news at http://www.cnn.com/
- BBC Front Page News at http://news.bbc.co.uk/
- PBS at http://www.pbs.org/
- CDC at http://www.cdc.gov/
- NPR at http://www.npr.org/

Instructor Information

Instructor
Name:

CYNTHIA VORIES, M.S., J.D.

ASSOCIATE PROFESSOR OF SOCIOLOGY

Instructor Contact Information:

Dyersburg State Community College (DSCC)

1510 Lake Road

Dyersburg, Tennessee 38024

Eller 223 (Office)

731-286-3258 (Office Telephone) 731-285-0037 (Home Telephone)

731-288-7804 (Facsimile)

<u>vories@dscc.edu</u> (DSCC e-mail address) <u>cvories@bellsouth.net</u> (Home e-mail address)

Class Schedule and Office Hours:

CYNTHIA VORIES, M.S., J.D. ASSOCIATE PROFESSOR OF SOCIOLOGY

Dyersburg State Community College (DSCC)

Eller 223 (Office) Suite 225

1510 Lake Road, Dyersburg, Tennessee 38024

731-286-3258 (Office Telephone) 731-285-0037 (Home Telephone) 731-288-7804 (Facsimile)

vories@dscc.edu (DSCC e-mail address)

cvories@bellsouth.net (Home e-mail address)

CRN	Course Name Days		Hours	Room	
SOCI 1010 01	Introduction to Sociology	MWF	11:15-12:10 pm	GYM 122	
SOCI 2010 01	Marriage and Family	MWF	12:20-1:15 pm	GYM 122	
SOCI 1010 J21	Introduction to Sociology	Т	6:35-9:30 pm	JNCB B166	
SOCI 2010 XX	Marriage and Family	Т	TBA	JNCB 113	
SOCI 1020 01	Social Problems	TR	4:05-5:30 pm	ELLER 239	
SOCI 1020 G01	Social Problems	TR	4:05-5:30 pm	GCC 112	
SOCI 1020 J01	Social Problems	TR	4:05-5:30 pm	JNCA A109)
SOCI 1010 02	Introduction to Sociology	TR	9:35-11:00 am	ELLER 237	
SOCI 1010 01	Introduction to Sociology	MWF	11:15-12:10 pm	GYM 122	

Campus	Office	Room
E. B. Eller Administration Building Room: Suite 225	Room 223	Tuesday
JNC Academic Building Room: Small Conference Room	Room 113	Tuesday
E. B. Eller Administration Building Room: Suite 225	Room 223	Wednesday
E. B. Eller Administration Building Room: Suite 225	Room 223	Thursday
E. B. Eller Administration Building Room: Suite 225	Room 223	Tuesday
Location	Notes	Day
Eller 223:	One Stop One Stop from Monday, April 2 – Friday, April 27, 2012	Monday

COURSE E-MAIL REQUIREMEN TS AND INSTRUCTIO NS:

Every attempt to respond to course e-mail within 36 hours during the workweek will be made, though it may not be possible in all cases. If your query requires a conversation because of its complexity, please make sure that you leave a telephone/cell-phone number where you can be reached and that phone's voice mail is working.

- Always include your full name in the body of the e-mail
- Always include your class days and time
- Always include a date in the body of the e-mail
- Include a subject line
- Use standard fonts
- If you change your e-mail address notify the instructor

Assessment and Grading

Testing Procedures:

Exam format is multiple-choice, short answer essay, and/or essay questions and will require approximately 55 minutes to complete.

Grading Procedures:

COURSE METHOD OF EVALUATION:*

Students are required to:

(Total points availability: 1000

(Total points availability	: 1000		
ACTIVITY	POINTS	PERCENTAGE	TOTAL POINTS
Complete four (4) 400		40%	400
exams			
Exam 1	100	10%	
Exam 2	100	10%	
Exam 3	100	10%	
Exam 4	100	10%	
Comprehensive Final	200	20%	200
exam			
Class participation and	200	20%	200
activities			
Complete one	200	20%	200
research projects			
	100 point for data	10%	
	collection and analysis		
	and		
	100 points for	10%	
	written report		
			1,000

*NOTE: Successful completion of your course work is essential to receive both scholarship and financial aid. Please consult with your advisor and review the financial aid policy in the DSCC Student Handbook or on the DSCC Web Site before dropping/failing a class. Making an informed decision is essential to receiving aid now and in the future.

**NOTE: Failure to submit the research paper will result at a minimum in a lost of two letter grades. For example, if the average of your exam scores and your class participation points indicate a grade of "B" and you do not turn in a your research paper, then your grade will be lowered to a grade of "D" or an 'F" depending on your total points at the end of the semester.

Students must complete all exams, all written assignments, discussion/cooperative learning activities and the research project by the ASSIGNED deadlines or a penalty will be applied. Students that for any reason miss the in-class cooperative learning activities or the in-class group participation projects cannot make up those points. Only the exception to this policy is that students that lose these points because of required official college activity or because of a serious illness/death in their immediate family will be given an alternative assignment.

All assignments should be available for submission at the beginning of the class period. Late assignments will be penalized as follows:

PENALTY SCHEDULE

Number of Days Late	Lost Points
1	-1
2-3	-3
4-7	-5
8-14	-10
15 +	-30
22 or more	See instructor

NOTE: No written assignments will be accepted for credit after Monday, May 30th without

Honors Program Option:

special permission by this instructor!

Students wanting to take this class for the DSCC Honors Program must meet with the instructor at the beginning of the semester to discuss the additional course requirements needed to satisfy the honor's course work credit. Student wishing to take this course for honor's credit, please self-identify by submitting your name and your area of interest in the Honors Dropbox.

Class Attendance Policy:

DSCC Classroom Attendance Policy

Policy 03:18:00

Purpose

The purpose of this policy is to improve student success by setting standards for class attendance.

. Scope

This policy applies to all credit courses (on ground and online).

Policy

Regular class attendance is essential to student success in college. Absence from the classroom negatively affects student success and learning outcomes. Dyersburg State Community College has established the following Class Attendance Policy which is applicable to all students attending classes both in person and online.

- 1. Attendance at all class sessions and regular participation in any online course for which a student is registered are expected.
- 2. Absences will be counted from the first meeting of the class.
- 3. It is the student's responsibility to contact the instructor prior to an absence from class or shortly after the absence. The instructor will determine whether an absence is excused or unexcused.
- 4. The student is responsible for all work and/or lecture material covered in any missed class session. The instructor will determine whether to accept makeup work for the class.
- 5. Students who have three (3) consecutive unexcused absences from a class that meets three (3) hours per week, or two (2) consecutive unexcused absences from a class that meets twice weekly or one (1) unexcused absence from a class that meets once weekly in a three (3) hour block, will be reported as "stopped attending." Students who do not participate in an online course for one week will be reported as "stopped attending."
- 6. Students who exhibit a pattern of absences, even if not consecutive, may also be reported as "stopped attending."
- 7. A "stopped attending" designation may negatively impact receipt of current and future financial aid.
- 8. It is the student's responsibility to officially withdraw from a course if a "stopped attending" designation is reported or if continuing, regular attendance proves impossible. In these circumstances, failure to withdraw from a course by the deadline listed in the Academic Calendar will result in a grade of "F," and may negatively impact eligibility for future financial aid and/or continued enrollment (please note that a grade of W may also negatively impact eligibility for future financial aid).
- 9. Failure to contact the instructor prior to an absence may result in the designation of the absence as being "unexcused."
- 10. Students wishing to appeal a determination of an unexcused absence or "stopped attending" designation should attempt to resolve the matter with the instructor within five (5) days from the last date of attendance. If the student still wishes to appeal, he/she must present the matter in writing to the Vice President for the College within five (5) days after attempting to clarify or resolve the matter with the instructor. The Vice President should receive the appeal within ten (10) days after the last date of attendance. After the Vice President for the College receives the

appeal, a hold will be placed on the student's account during the appeal process. The Vice President for the College will render a final decision within ten (10) days. If the Vice President for the College denies the appeal, unearned financial aid money will be returned to the Federal Government (as required by Federal law) and the student may have an account balance. It should be noted that if an appeal is not requested, any unearned financial aid money will be returned to the Federal Government and the student will have to repay unearned financial aid money.

11. Nothing in this policy shall be construed as preventing an instructor from having a more restrictive attendance policy regarding absences for an individual class.

7. Compliance

All DSCC faculty and students are asked to adhere to this policy.

7. Definition:

The Academic Calendar can be found in the DSCC College Catalog.

Revision History

This policy was reviewed and approved by the Faculty Assembly and the Administrative Council in Fall 2011.

Adcommon/Attendance Policy - Revised and Approved December 2011

DSCC Alerts and Updates:

In the event of an emergency or a schedule change, Dyersburg State Community College has notifications to faculty, staff, students and other interested parties posted on the DSCC Home Page at http://www.dscc.edu

For additional information see: DSCC Alerts and Updates Information

Grading Scale:

Letter Grade Equivalents are:

POINTS:	LETTER GRADE
900-1000	A
800-899	В
700-799	С
600-699	D
599 and below	F

Students must officially withdraw from this course to receive a "W" on their official transcript. Students that do not successfully complete all the course requirements and that do not formally withdraw from this course will receive an "F" grade.

Students who withdraw, either officially or unofficially, from school, as well as students who drop a class prior to the second business day of the term, may be required to repay a portion of their financial aid funds. The Financial Aid Return to Title IV Funds Policy, as well as sample calculations, are available upon request from the Office of Financial Aid. For additional information on Financial Aid information see DSCC Student Handbook.

<u>Mandatory Meeting with Me</u>. A student who makes a score of less than 65 points (D- or F) on Exam 1 and/or Exam 2 <u>MUST schedule a meeting with me</u> so we can assess what problems the student is having in the course and then work together on a study plan to ensure success. The meeting is not to "chew anybody out", but to help the student do well in future assignments and on exams, and most meetings last approximately 20 minutes.

EXTRA CREDIT: A limited amount of extra credit/bonus points will be made available during the semester. Attend class for details.

<u>Incompletes Grade of "I":</u> Criteria used to assess a student request for a grade of Incomplete: The student must have made *semester-long* positive progress in the course.

The student must have <u>a realistic chance</u> of passing the course with a grade of C or better.

All previously assigned work must have been completed on time.

The student must have scored a minimum of 70 points on the comprehensive final exam and/or have a 70 or better average for the four chapter exams!

The student has a total of fourteen (14) consecutive days from the first day of the following Spring semester classes to complete ALL incomplete course work.

Assignments and Participation

Assignments and Projects:

If necessary, the course schedule and exam date(s) may change to reflect changed circumstances. Students will have plenty of notice that an exam date has been changed. This usually happens when class discussions take more time than anticipated. However, we will go with the class discussions even if it means adjusting the exam date(s).

12 20 21 22 30 31 21 22 20 30	Spring 2012 TE	NTATIVE COURSE SC	HEDULE – Introduction	to Sociology*
Week	Class Assignment	Activity Schedule	Exam Schedule	Date Schedule*
WEEK 1 1/12 2 1/13 1/16 – 1/20		File FALSA	Exam 1: Chapter 1, 2, & 3	
WEEK 2 1/23 –1/27	Read Chapter 1			
WEEK 3 1/30 – 2/3	Read Chapter 2 Read Chapter 3			
WEEK 4 2/6 – 2/10		Study Session TBA		EXAM 1 DATE: Exam Score:
WEEK 5 2/13 – 2/17	Read Chapter 4		Exam 2: Chapter 4, 5, & 6	
WEEK 6 2/20 - 2/24	Read Chapter 5 Read Chapter 6	Begin Research Paper Project: Survey Research		
WEEK 7 2/27 – 3/2	Study Session TBA	Surveys Due Date: Monday, 2/27 or Tuesday, 2/28 Begin Data Analysis		EXAM 2 DATE: Exam Score:
WEEK 8 3/5 – 3/9	Spring Break	Spring Break	Spring Break	Spring Break Spring Break
WEEK 9 3/12 – 3/16	Read Chapter 7 Read Chapter 8		Exam 3: Chapter 7, 8, 9, 10, & 11	
WEEK 10 3/19 – 3/23	Read Chapter 9 Read Chapter 10			
WEEK 11 3/26 – 3/30	Read Chapter 11	Results of Analysis of Data Due Monday, 3/26or Tuesday 3/27		
WEEK 12 4/2 – 4/6		1 st Draft Paper Due: Monday, 4/2 or Tuesday, 4/3		EXAM 3 DATE: Exam Score:
WEEK 13 4/9 – 4/13	Study Session TBA Read Chapter 12: Read Chapter 13:See Study Guide	2 st Draft Paper Due: Monday, 4/9 or Tuesday,4/10	EXAM 4 Chapters 12, 13, 14, 15, & 16	
WEEK 14 4/16 – 4/20	Read Chapter 14 &15 See Study Guide	Research Paper Due: Monday, 4/16 or Tuesday, 4/17		

WEEK 15 4/23 – 4/27	Read Chapter 16 Study Session TBA		EXAM 4 DATE: Exam Score:
WEEK 16 4/30 – 5/4	Study Session TBA	FINAL EXAM Comprehensive	FINAL EXAM DATE: See Final Exam Schedule***

*NOTE: Students may take their final exam during any of the above final exam dates and times. This schedule is subject to change.

Important Dates:

First day of classes: Thursday, January 12th

Last day of classes: Monday, April 30th

FAFSA January 30th

Holidays: January 16th M.L. King; March 5 - 10th Spring Break; April 5th Spring Conference; April 6th -8th Easter Break

Early Warning Grades: March 16th

Last Day to Withdraw With "W March 23rd Advising and Priority Registration: April 2nd – 15th

Final Exams: May 1st to 5th

FINAL EXAM SCHEDULE FOR Spring 2012 May 1st to 4th for Vories

Class Time:		Roon	Room		Final Exam Date	Final Exam Time
SOCI 1010 01	Introduction to Sociology	MWF	11:15-12:10 PM	GYM 122	Wednesday, May 2	12:30 – 2:30 p.m.
SOCI 2010 01	Marriage and Family	MWF	12:20-1:15 PM	GYM 122	Friday, May 4	12:30 – 2:30 p.m.
SOCI 1010 02	Introduction to Sociology	TR	9:35-11:00 AM	GYM 122	Thursday, May 3	8:00 - 10:00 a.m.
SOCI 1020 01	Social Problem	TR	4:05 -5:30 PM	Eller 2392	Tuesday, May 1	2:45-4:45 p.m.
SOCI 1020 01	Social Problem	TR	4:05 -5:30 PM	JNCA A109	Tuesday, May 1	2:45-4:45 p.m.
SOCI 1020 01	Social Problem	TR	4:05 -5:30 PM	GCC 112	Tuesday, May 1	2:45-4:45 p.m.
SOCI 1010 XX	Marriage and Family	Т	5:30-6:30 PM	JNCB B113	Tuesday, May 1	5:00 – 7:00 p.m.
SOCI 2010 J21	Introduction to Sociology	Т	6:35-9:30 PM	JNCB B166	Tuesday, May 1	7:15 – 9:15 p.m.

Students may take their final exam and make-up exam(s) during any of the dates/times listed for this instructor's Sociology final exams sch

Library

The DSCC LRC is available to all enrolled students. The LRC can be accessed by Internet on the DSC Homepage at http://www.dscc.edu or e-mail at helpdsk@dscc.edu or by telephone at (731) 28

For the DSCC library or help desk go to www.dscc.edu and click on Learning Resource Center link. For the Tennessee Virtual Library go to www.tn.regentsdegrees.org and click on TBR Virtual Library. Book Companion Web Site and Virtual

Society: http://wps.prenhall.com/hss_macionis_sociology_10/

Students should be aware of national and global social issues. The following web sites are recommer resources:

CNN news at http://www.cnn.com/
BBC Front Page News at http://news.bbc.co.uk/
PBC at http://news.bbc.co.uk/

PBS at http://www.pbs.org/ CDC at http://www.npr.org/ NPR at http://www.npr.org/

Library Resources:

To ask a question about books, interlibrary loans or other LRC information, call the LRC at 731-286-3361.

For the DSCC library or help desk go to www.dscc.edu and click on Learning Resource Center link. To ask a question about books, interlibrary loans or other LRC information, call the LRC at 731-286-3361.

Reporting Fraud, Waste, or Abuse

State law requires all public institutions of higher education to provide a means by which students, employees, or others may report suspected or known improper or dishonest acts. In addition, DSCC is committed to the responsible stewardship of our resources.

If you would like to know more about reporting Fraud, Waste, or Abuse, please visit www.dscc.edu/fraud.

VISIT WWW.dscc.cdd/iiiddd

Students Dyersburg State Community College is committed to providing a discrimination free environment for

With Disabilities*:	all students. Students with disabilities are encouraged to inform the College of any assistance they may need. Please notify your instructor or Dr. Karen Rutledge, ADA Coordinator at (731) 286-3242.			
	Students with disabilities should discuss testing procedures with the instructor before the first exam.			
Confidentially of Student Records*:	It is the policy of DSCC and the Tennessee Board of Regents (TBR) to comply with the Family Educational Rights and Privacy Act (FERPA) and to protect the confidentiality of personally identifiable educational records of present and former students. However FERPA allows the college to disclose directory information to any person without the student's consent. For additional information concerning FERPA see the policy section of the DSCC catalog.			
Safety and Security*:	Dyersburg State is committed to providing students, faculty, and staff with a safe and secure environment. All College faculty, staff, and students have an affirmative obligation to promptly notify the administration and to make an appropriate response to any such report. For additional information, please review the College's policy on student safety in the Student Handbook and the College's Emergency Preparedness Plan on the DSCC website. Campus crime statistics are publicized annually and are available from the DSCC Security Office. The Office of Institutional Advancement maintains records of graduation rates.			
Policy Statement of Non- Discriminatio n*:	All educational activities at DSCC are equally accessible to everyone regardless of race, sex, color, religion, national origin, age, handicap or veteran status.			
Harassment – Sexual and Racial*:	Dyersburg State Community College is committed to providing an educational environment that is free from harassment on the basis of race or gender. Sexual harassment may be defined as unwelcome sexual advances, request for sexual favors, and other verbal or physical contact of a sexual nature. Racial harassment is generally defined as any person's conduct that unreasonably interferes with an employee's or student's status or performance by creating an intimidating, hostile, or offensive working/educational environment. For additional information refer to policy statement section of your copy of the DSCC catalog.			
	All complaints of harassment should be reported to the DSCC Human Resource office at (731) 286-3316.			
Drug-Free Workplace and School:	DSCC prohibits the unlawful possession, use, distribution, manufacture of illicit drugs and alcohol on campus property or on institutionally owned, leased or otherwise controlled property or as part of any activity of DSCC.			
Tobacco Free	DSCC is now TOBACCO FREE! This ban includes the use any type of tobacco products on DSCC campuses.			
Firearms and Other Dangerous Weapons*:	Tennessee law prohibits the possession of firearms or other dangerous weapons on property owned used, or operated by the Tennessee Board of Regents (TBR).			
Student Conduct*:	Students are expected to abide by the Dyersburg State Code of Honor and Citizenship (see DSCC college catalogue at The Dyersburg State Code on Honor and Citizenship).			
	When I enter Dyersburg State Community College, I agree to enter a community where people learn. I will:			
	 Treat myself and others with concern and respect Honor the rights, property, privacy and safety of others Discuss ideas rationally with those whose opinions are different from mine Do honest work Do what will make a better place for people to learn 			
L	I .			

1/12/2012

In particular, I will not: Do what is indecent or act violently Threaten, belittle or harass anyone Cheat, give, or receive unapproved information on tests Copy people's ideas without giving them credit in my writings Vandalize property or take what belongs to others Use computer technology in ways that could harm instead of help, or be wasteful or would lack respectability Bother the ability of others to learn and teach by making loud noises with my conversation, my music, my vehicle's mufflers or other such behaviors Disobey campus regulations Act rudely toward authorities on campus when I am told I have not followed regulations Help people violate this code of honor by giving them secrecy when I fail to report wrong acts or by giving my silent permission when I fail to object to wrong acts I will strive to do what shows a high regard for myself and others. Plagiarism, Plagiarism, cheating, and other forms of academic dishonesty are prohibited and will Cheating, and result in an "F" or no credit for the examination or assignment. Exams are closed book Other Forms and note, unless otherwise instructed. of Academic Dishonesty Students must complete all work independently on all exams, and assignments required for this course. Plagiarizing or copying ANY work by other students on any paper or assignment will result in a zero (0) for the paper or assignment. No cell phone or electronic devises can be in view of or in used by the student during exams. Violation of this policy during an exam will result in an automatic grade of zero (0 points) on the exam. Syllabus From time to time during the semester it may be necessary to make changes to the material in the Changes: course syllabus. Any necessary changes to the course syllabus will be announced in class. Failure to attend class or being inattentive during announcement is not an excuse for not knowing about new

deadline or change in the assignments.