

NORTH CENTRAL TEXAS COLLEGE

COURSE SYLLABUS

<i>Course Title:</i>	General Psychology- Hybrid				
<i>Course Prefix & Number:</i>	Psyc2301	<i>Section Number:</i>	0690	<i>Semester/Year:</i>	Fall 2019
<i>Semester Credit Hours:</i>	3	<i>Lecture Hours:</i>	3	<i>Lab Hours:</i>	0
<i>Course Description (NCTC Catalog):</i>					
<p>General Psychology is a survey of the major psychological topics, theories and approaches to the scientific study of behavior and mental processes.</p> <p>Additional Comments from Saenz: This course will essentially be an introduction to psychology. Given how broad the field of psychology is, please remember we will only be scratching the surface as to what the field has to offer and all there is to learn regarding the subjects we touch upon.</p> <p>During this course, students are encouraged to ask themselves: How can I apply this knowledge to my life? Regardless of career path, how can an introductory understanding of psychology impact both my professional and personal life?</p> <p>Please show up to class ready to learn, whether that be online or in-person. Take a break from everything else going on in your life. Put it all aside for the 3 hours of lecture time, and enjoy your time learning, free of outside stress. Doing so will certainly lead to success in this course.</p> <p>MINIMUM TECHNOLOGY REQUIREMENT: To successfully complete this course, you should be able, at a minimum, to email attachments, use word processing programs and simultaneously work on multiple browser windows. You should have a compatible browser and be able to access Canvas.</p>					
<i>Course Prerequisite(s): None</i>					
<i>Required Course Materials:</i>					
King, Laura A. <i>The Science of Psychology</i> . 4th edition. McGraw Hill. ISBN 9781260223545					

INSTRUCTOR INFORMATION

<i>Name of Instructor:</i>	Ingeborg Saenz, MPSY
<i>Campus/Office</i>	Gainesville, Office 815
<i>Location:</i>	
<i>Telephone Number:</i>	(940) 668-7731, Ext. 4343
<i>E-mail Address:</i>	isaenz@nctc.edu

OFFICE HOURS

	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	
8:30-9:00am		Phone		Phone	
9:00-9:30am		Gainesville		Gainesville	
9:30-10:00am		<i>Class</i>		<i>Class</i>	
10:00-10:30am		<i>Class</i>		<i>Class</i>	
10:30-10:50am					
11:00-11:30am					
11:30-12:00pm		<i>Class</i>		<i>Class</i>	
12:00-12:20pm					
12:20-12:30		<i>Class</i>		Gainesville	Gainesville
12:30-1:00pm				<i>Class</i>	<i>Class</i>
1:00-1:20pm					
1:20-1:50pm	Corinth		Corinth		
1:50-2:20pm					
2:20pm until 6:00pm				Corinth + Online	
6:00-6:30pm			Denton		
6:30-7:00pm			<i>Class</i>		
7:00-9:50pm			<i>Class</i>		
9:50-10:20pm			Denton		

- *Additional times available upon request. Contact via email or text, anytime. It doesn't matter how late it is. If I am available, I will respond. Also feel free to come up to me before or after class or request a phone, online, or in-person meeting- we can easily set up a time. **Please do not hesitate to ask for help or chat with me! I am here for y'all!***

STUDENT LEARNING OUTCOMES (From Academic Course Guide Manual/Workforce Education Course Manual/NCTC Catalog)

<i>At the successful completion of this course the student will be able to:</i>	
	Identify various research methods and their characteristics used in the scientific study of psychology.
	Describe the historical influences and early schools of thought that shaped the field of psychology.
	Describe some of the prominent perspectives and approaches used in the study of psychology.
	Use terminology unique to the study of psychology.
	Describe accepted approaches and standards in psychological assessment and evaluation.
	Identify factors in physiological and psychological process involved in human behavior.

COURSE OUTLINE

○ GRADING CRITERIA:

<i># of Graded Course Elements</i>	<i>Graded Course Elements</i>	<i>Percentage or Point Values</i>
	In-Class Activities/Additional Assignments	(=55 points) 5.5%
	Notes from Online Lectures	(=55 points) 5.5%
3 (x 30 points)	Make Your Own Study Guides and Mini Exams	(=90 points) 9%
Approx. 6 (x 27.5 points)	Quizzes	(=165 points) 16.5%
1 (x 165 points)	Written Assignment	(=165 points) 16.5%
10 (X 14 points)	Class Participation (7 in-person Parti Slips; 3 online)	(=140 points) 14%
3 (x 110 points)	Exams	(=330 points) 33%
1000 points	Semester Total	100%

○ GRADING SCALE:

90- 100%/ 900-1000 Points: A	70-79%/ 700-799 Points: C	Below 59%/ 0-599 Points: F
80-89%/800-899 Points: B	60-69%/600-699 Points: D	

INSTRUCTOR RESPONSE: My goal is to respond to all emails and correspondence within 48 business hours, except for weekends and holidays. All assignments will be graded within three weeks of due date.

○ ASSIGNMENT DETAILS:

- A. **In-Class Activities/Additional Assignments:** This category encompasses all graded activities or assignments that fall outside of the normal course elements noted above. Some examples of possible assignments are game quizzes, pre-chapter quiz searches, and battle reviews.
- Game Quizzes:** Quizzes completed working together as a class, in a game format. Note usage will not be allowed.
 - Pre-Chapter Quiz Searches:** Each quiz search will be made up of around 3-5 questions, timed, and administered PRIOR to a chapter grouping—meaning we have yet to study the material in-class. Students will be able to talk to/work with anyone in the class while completing the quiz. No books, notes, or Internet usage allowed. All you have to help is each other! Oh and your knowledge gained from studying the content in advance! ;)
- B. **Notes from Online Lectures:** At the end of each week, you will submit your class notes from all online lectures given that week. These are notes taken while reviewing online course content, ex. watching lecture videos or reading lecture content. You will have the option to submit either 1) photos or scans of your handwritten notes or 2) computer documents including your typed notes.

- C. **Make Your Own Study Guides and Mini Exams: Step 1-** Prior to each exam and prior to receiving a study guide authored by the instructor, each student will put together a study guide of their own. In doing so, each student will review, gather, and organize all the information in the chapter grouping that they find worthy of being on the upcoming exam. **Step 2-** Each student will compose his or her own mini exam and answer key! The mini exam must be 20 questions long. Can you put together the best exam? See if one of your questions ends up on the actual exam and earn extra credit!
- D. **Quizzes:** At the end of most chapters/chapter groupings, a quiz will be administered. The only preparation necessary for these quizzes is attending class, both in-person and online, and actively participating/listening. Thorough note taking is encouraged, as you will be allowed to use your notes (but not your book or the internet) while taking these quizzes. These quizzes will be administered both online and in-person in a pop quiz fashion. My goal is for you all to have a second chance on every quiz. However, I will assess the feasibility of this once the course is underway. Second chances will be given in the online format, simply by allowing two attempts per quiz. When it comes to in-person quizzes, second attempts will be given either the following class or during the subsequent in-person quiz. *With having two chances on quizzes, I hope y'all come to think of getting something wrong/making a mistake as an opportunity to try again, an opportunity for growth :). I want you all to always have the opportunity to ace this course and master the content, even if it takes you a couple tries to do so. If you are willing to put in the work and you continue to try, even in the face of struggle, I will be right there alongside you, helping and cheering you on. You can do it.*
- E. **PARTI TIME! Class Participation:** Each student is required to participate in class ten (10) times per semester, seven (7) times in-person and three (3) online. These answers/insights must be of value in order to receive credit. However, incorrect or insubstantial comments will not be penalized in any way. Attempting to participate is encouraged regardless of the quality. Trying and struggling is better than not trying at all. Every time a student offers an insightful or correct comment in-person they will be given a slip of paper, a "PARTI" SLIP (haha! Get it?!), to write their name on and turn in at the end of class. Online you will receive a digital Parti Slip that I will keep record of.
- a. Participation Competition: While only required to obtain 10 Parti Slips, ***the student(s) earning the most slips by the end of the semester will receive 5 bonus percentage points added to their overall grade in the class!***
- F. **Written Assignment:** There will be one written assignment during the semester. Instructions and guidelines will be administered to the students in writing at the time of assignment.
- G. **Exams:** There will be three exams throughout the semester. The final exam will be noncumulative.
- a. There will be an optional CUMULATIVE final exam that can be completed to replace one (1) lower exam grade.

ATTENDANCE POLICY

Regular and punctual attendance is expected of all students in all classes for which they have registered. All absences are considered to be unauthorized unless the student is absent due to illness or emergencies as determined by the instructor. It is the student responsibility to provide documentation as to the emergency for approval and judgement by the faculty member.

Approved college sponsored activities are the only absences for which a student should not be held liable and only when provided by a college official ahead of the absence. Valid reasons for absence, however, do not relieve the student of the responsibility for making up required work.

Students will not be allowed to make up an examination missed due to absence unless they have reasons acceptable to the instructor. A student who is compelled to be absent when a test is given should petition the instructor, in advance if possible, for permission to postpone the exam. Student will be dropped from a class by the Registrar upon recommendation of the instructor who feels the student has been justifiably absent or tardy a sufficient number of times to preclude meeting the course's objectives. Persistent, unjustified absences from classes or laboratories will be considered sufficient cause for College officials to drop a student from the rolls of the College. From Board Policy FC (LOCAL)

- Additional comments from Saenz re attendance and classroom etiquette:

A. **Classroom Attendance:** Attendance will be monitored, both online and in-person. *Showing up to class on time and actively wanting and making an effort to learn is considered the most integral part of taking this course and doing well.* Anything discussed in class may be included on a quiz or exam, even if that information is *not* found in the textbook. As class *participation* is vital for optimal learning and retention, **you will receive credit for demonstrating an active presence in class—see Participation portion of grading criteria.** Additionally, **those with perfect attendance during the semester will receive 8 extra credit percentage points on their final examination.**

- i. Arriving late or leaving early is unacceptable. However, it is understood that there are times that this is unavoidable. In such situations, please take a seat quietly and try not to disrupt the class. Do not forget to speak with me before or after this happens, otherwise you will be counted absent as a result of missing roll call.

B. **Classroom Etiquette:**

- Classroom Etiquette Policy Details:
 - I hope for our class to be something everyone looks forward to each week and a place where each of you have a sense of belonging and feel comfortable and excited to learn. *It is incredibly important that all members of the class treat each other with respect and kindness.* Discussion areas are for intelligent and respectful airing of ideas. Name-calling and personal attacks are not permitted. I have a zero-tolerance policy when it comes to bullying. Please be courteous to others during class, both in-person and online.
 - **All cell phones and electronic devices are to be turned off or silenced and kept out of sight/reach during class.** Texting or “looking up” information on your phone is prohibited during class.
 - In addition, the following behaviors are unacceptable: 1) holding private conversations, 2) sleeping, 3) reading other materials, 4) doing other work or 5) cheating. *Any violations of this policy will be addressed immediately and may result in a grade penalty and/or dismissal from class. Repeated violation may result in dismissal from the course.* (Please see below for more information regarding Academic Dishonesty.)
- **Technology:**
 - Studies suggest that laptop use in class lowers student performance (e.g. from surfing the web in class, answering emails, online messaging, and

multitasking). As a result, ***laptop and tablet use in class is discouraged, bordering on prohibited.*** If laptop/tablet usage poses a problem, distracting students from learning, I will ask all students to close/turn off their devices.

- It is your responsibility to ensure that you not only know how to log into Canvas and submit an assignment, but also that you understand which file you are uploading and ensure you have uploaded the correct file. Some students have been willing to submit purposefully blank files to Canvas in order to claim a computer error; meanwhile they simply have been continuing work on the assignment. This will not be allowed. It is your responsibility to ensure the correct file is submitted on time.
- Also, it is your responsibility to ensure the correct file type is uploaded.
- If I catch an incorrect file (because you turned in the paper a couple days early) – I will let you fix it. If you submit an incorrect file and I do not catch it until after the deadline, your grade will be docked according to the late work policy presented in this syllabus. We have tech support and library staff that will walk you through the submission process, or you can even set up an appointment with me and I can walk you through it. If you absolutely cannot get Canvas to work – you must email me your completed file prior to the due date, and your email time stamp must show that it was submitted on time.

C. Make-up Exams/Quizzes/Assignments- 1) **Exams:** If you must miss an exam, you must provide me with official documentation of an excused absence before you will be allowed to make up the missed exam. Aside from extreme circumstances/crises, a make-up exam will need to be completed within one week of the originally scheduled exam. ***Please communicate with me regarding these kinds of situations, and we will work things out.*** 2) **Quizzes: THERE ARE NO MAKE-UP QUIZZES.** 3) **Late Policy for all other assignments (ex. written assignments):** For each day an assignment/project is late, 10 percentage points are deducted. Meaning if you turn in the assignment the day after it is due, the highest grade you can possibly earn is a 90%.

Last day to drop the course and receive a full refund is Aug 25.

Last day to withdraw from the course with a “W” is Sept 27.

DISABILITY SERVICES (Office for Students with Disabilities)

The Office for Students with Disabilities (OSD) provides support services for students with disabilities, students enrolled in technical areas of study, and students who are classified as special populations (i.e. single parents).

Support services for students with disabilities might include appropriate and reasonable accommodations, or they may be in the form of personal counseling, academic counseling, career counseling, etc. Furthermore, OSD Counselors work with students to encourage self-advocacy and promote empowerment. The Counselors also provides resource information, disability-related information, and adaptive technology for students who qualify.

For support, please contact the counselors at (940) 498-6207 or (940) 668-4321. Alternatively, students may stop by Room 170 in Corinth or Room 110 in Gainesville.

CORE CURRICULUM FOUNDATIONAL COMPONENT AREA (For classes in the Core)

- | | |
|---------------------------------------------------------|--------------------------------------------------------------------|
| <input type="checkbox"/> Communication | <input type="checkbox"/> Government/Political Science |
| <input type="checkbox"/> Mathematics | <input checked="" type="checkbox"/> Social and Behavioral Sciences |
| <input type="checkbox"/> Life and Physical Science | <input type="checkbox"/> Component Area Option |
| <input type="checkbox"/> Language, Philosophy & Culture | <input type="checkbox"/> American History |
| <input type="checkbox"/> Creative Arts | |

REQUIRED CORE OBJECTIVES (For classes in the Core)

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|------------------------------|--------------------------------------------------|
| X Critical Thinking | <input type="checkbox"/> Teamwork |
| X Communication | <input type="checkbox"/> Personal Responsibility |
| X Empirical and Quantitative | X Social Responsibility |

COURSE TYPE

- | |
|---------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Academic General Education Course (from ACGM but not in NCTC Core) |
| X Academic NCTC Core Curriculum Course |
| <input type="checkbox"/> WECM Course |

STUDENT HANDBOOK

Students are expected to follow all rules and regulations found in the student handbook and published online.

ACADEMIC DISHONESTY

Scholastic dishonesty shall include, but is not limited to cheating, plagiarism, academic falsification, intellectual property dishonesty, academic dishonesty facilitation and collusion. Faculty members may document and bring charges against a student who is engaged in or is suspected to be engaged in academic dishonesty. See Student Handbook, "Student Rights & Responsibilities: Student Conduct ([FLB(LOCAL)])".

QUESTIONS, CONCERNS, or COMPLAINTS

Name of Chair/Coordinator:	Crystal R.M. Wright
Office Location:	Gainesville Campus, Room 24
Telephone Number:	940-668-7731, ext. 4320
E-mail Address:	cwright@nctc.edu

Name of Instructional Dean:	Dr. Bruce King
Office Location:	1500 North Corinth St, Corinth, TX 76208-5408
Telephone Number:	940-498-6464
E-mail Address:	bking@nctc.edu

Additional Comments from Saenz: **Please come to me first with any questions, concerns, or complaints. I am here for you, and want this course to be the best experience possible for each of you! Cheers to the start of an exciting semester! :) Let's have some fun and grow as people!**

Tentative Course Calendar

Remember that you are responsible for the material on the date it is listed.

WEEK	DATES	TOPIC	READING
1	Aug 28	Syllabus, Course Mechanics, Get to know one another Introduction to Psychology Mini History of Psych Lecture	Chapter 1
2	Sept 4	Research Methods	Chapter 2
		Biological Basis of Behavior- Behavioral Genetics, Evolutionary Psychology, Neural Basis of Behavior, The Brain	Chapter 3
		Make Your Own Study Guide and Mini Exam #1 due by Monday Sept 9 @ Midnight Exam 1 over Chapters 1-3 available Friday, Sept 13-Monday, Sept 16	
3	Sept 11	Stress and Health Psychology	Chapter 17
		Sensation and Perception	Chapter 4
4	Sept 18	States of Consciousness	Chapter 5
		Make Your Own Study Guide and Mini Exam #2 due by Monday Sept 23 @ Midnight Exam 2 over Chapters 17, 4, &5 available Friday, Sept 27- Monday, Sept 30	
5	Sept 25	Behaviorism	Chapter 6
		Social Psychology Mini Lecture	Chapter 13

	Sept 27	LAST DAY WITH WITHDRAW	
6	Oct 2	Lifespan Development Mini Lecture	Chapter 9
		Personality	Chapter 12
7	Oct 9	Psychological Disorders	Chapter 15
		Make Your Own Study Guide and Mini Exam #3 due by Monday Oct 14 @ Midnight	
8	Oct 16	Final Exam Week	
		Exam 3 over Chapters 6, 9, 12, 13, & 15	
	Oct 18	Term Ends	

**** Syllabus and Course Calendar subject to change. All changes will be announced to students. See *CANVAS* for live *Tentative Course Calendar*.**