

# 0.3 Syllabus

To-Do Date: Jan 27 at 11:59pm



## Course Information

Semester & Year: Spring 2024

Course ID & Section #: Math 15, V7778

Instructor's name: Michael Butler

Online

Number of proctored exams: None

Course units: 4

## Information from your instructor:

Greetings and Welcome to an adventure in statistics! This course will show you how data and analysis of that data is used to make decisions that change all our lives. From why you brush your teeth at least twice a day (and floss, you do floss right?) to why it is the “law” to wear a seatbelt when you drive, our daily activities are tailored by analysis of data. This course is a start at pulling the curtain back on the mathematics that underpin this decision-making process. It will require all of your mathematical maturity and a willingness to struggle with complex ideas. But the payoff is worth the work. Unlike any other mathematics courses I teach, I can guarantee that you will use this material again. You may need statistics for your major, but we all need it to digest the news that streams into our daily lives full of claims of significance.

Let the journey begin!

## Textbook:

The required textbook for the class is: OpenIntro Statistics Forth Edition which is a free open-source textbook. This can be found online at: <http://www.openintro.org> (<http://www.openintro.org/>)\_ Chose OpenIntro Statistics 4<sup>th</sup> edition. You can also purchase a hard copy using the links on this site.



## Other Materials:

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We will be using Rguroo to do our statistical analysis. The 6-month subscription costs \$12. More information can be found on our Canvas site or at [www.rguroo.com](http://www.rguroo.com/) (<http://www.rguroo.com/>).

## Course Availability:

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The course will be available on CR's Canvas system beginning 1/27/24. On or after that date, you should login to Canvas at <https://redwoods.instructure.com> (<https://redwoods.instructure.com/>) to enter our "classroom." There is a Discussion post due by Wednesday the end of the first official week of class. If you do not complete this post by the due date, you may be withdrawn from the course.

## Student Resources:

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There are instructions on how to log in to Canvas, the basics of using Canvas, and additional support for taking an online course at College of the Redwoods on the [CR-Online](http://redwoods.edu/online/) (<http://redwoods.edu/online/>) web page.

## Other resources you might find helpful:

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If you are new to online learning, or feel unsure about how to succeed in the online modality, please watch the first 6 videos linked here: [Online Class Readiness](https://redwoods.instructure.com/courses/18254/pages/0-dot-3-course-syllabus?module_item_id=883726#) ([https://redwoods.instructure.com/courses/18254/pages/0-dot-3-course-syllabus?module\\_item\\_id=883726#](https://redwoods.instructure.com/courses/18254/pages/0-dot-3-course-syllabus?module_item_id=883726#)).

## Confirm your presence in the online classroom:

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*Log in to our class in Canvas and post to the "Student Introductions" discussion forum no later than 11:59pm on Wednesday to confirm your presence in the online classroom. Doing so will confirm your enrollment in the course and will ensure you aren't dropped as a "no show." If you have any issues with this at all, send me an email and let me know.*



## Instructor Contact Information

Online Course

Office hours: Via Zoom by appointment

Email address: [michael-butler@redwoods.edu](mailto:michael-butler@redwoods.edu)



## Catalog Description

An introduction to basic concepts of descriptive and inferential statistics, with emphasis on the meaning and use of statistical significance. Students will use probability techniques to make decisions via hypothesis testing and will estimate parameters using confidence intervals. The course includes applications from a variety of technical and social science fields.



## Course Student Learning Outcomes

- Accurately communicate statistical ideas using correct statistical notation, graphs, and vocabulary.
- Use descriptive and inferential statistics to better understand real-world problems.
- Demonstrate appropriate use of technology in making decisions based upon real-world data.
- Read and interpret information that contains statistical analysis and be able to communicate these results.
- Judge the validity of research reported in the mass media and peer reviewed journals.

**REGISTER NOW** [➔ \(https://redwoods.elumenapp.com/catalog/#\)](https://redwoods.elumenapp.com/catalog/#)



## Prerequisites / Co-requisites / Recommended Preparation




None listed but your ability to read difficult material and do basic algebra will greatly assist you in succeeding in this course.



## Educational Accessibility & Support

College of the Redwoods is committed to providing reasonable accommodations for qualified students who could benefit from additional educational support and services. You may qualify if you have a physical, mental, sensory, or intellectual condition which causes you to struggle academically, including but not limited to:

- Mental health conditions such as depression, anxiety, PTSD, bipolar disorder, and ADHD
- Common ailments such as arthritis, asthma, diabetes, autoimmune disorders, and diseases
- Temporary impairments such as a broken bone, recovery from significant surgery, or a pregnancy-related disability
- A learning disability (e.g., dyslexia, reading comprehension), intellectual disability, autism, or acquired brain injury
- Vision, hearing, or mobility conditions

Available services include extended test time, quiet testing environments, academic assistance and tutoring through the [LIGHT Center](https://www.redwoods.edu/dsps/DSPS-Home/LIGHT-Center)  (<https://www.redwoods.edu/dsps/DSPS-Home/LIGHT-Center>), counseling and advising, alternate formats of course materials (e.g., audio books, braille, E-texts), assistive technology, learning disability assessments, approval for personal attendants, interpreters, priority registration, on-campus transportation, adaptive physical education and living skills courses, and more. If you believe you might benefit from disability- or health-related services and accommodations, please contact [Disability Services and Programs for Students \(DSPS\)](https://www.redwoods.edu/dsps/)  (<https://www.redwoods.edu/dsps/>). If you are unsure whether you qualify, please contact DSPS for a consultation: [dsps@redwoods.edu](mailto:dsps@redwoods.edu)  (<https://mail.google.com/mail/?view=cm&fs=1&tf=1&to=dsps@redwoods.edu>)

Eureka: 707-476-4280, Student Services Building, first floor

Del Norte: 707-465-2324, Main Building, near the library

Klamath-Trinity: 707-476-4280



## Student Support Services

Good information and clear communication about your needs will help you be successful. Please let your instructor know about any specific challenges or technology limitations that

might affect your participation in class. College of the Redwoods wants every student to be successful.

The following online resources are available to support your success as a student:

- [CR-Online \(https://www.redwoods.edu/online\)](https://www.redwoods.edu/online) (Comprehensive information for online students)
- [Library Articles & Databases \(https://redwoods.libguides.com/az.php\)](https://redwoods.libguides.com/az.php)
- [Canvas help and tutorials \(https://webapps.redwoods.edu/tutorial/\)](https://webapps.redwoods.edu/tutorial/)
- [Online Student Handbook \(https://www.redwoods.edu/Portals/72/Documents/Students/CR-OnlineStudentHandbook.pdf\)](https://www.redwoods.edu/Portals/72/Documents/Students/CR-OnlineStudentHandbook.pdf)
- [Online Tutoring ResourcesLinks to an external site. \(https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fredwoods.libguides.com%2FTutoring%2FOnline&data=05%7C01%7CAmber-Atkins%40Redwoods.edu%7Cbcfe068f8aca4941dde408daee9eaea9%7C8c90edff0a7243a795683eb28b3c8f82%7C0%7C0%7C638084662554822741%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTil6Ik1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=IPQnFsRsujkzGkSNI2eqR4ofcCFQuSN6PcfuoYRnp5s%3D&reserved=0\)](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fredwoods.libguides.com%2FTutoring%2FOnline&data=05%7C01%7CAmber-Atkins%40Redwoods.edu%7Cbcfe068f8aca4941dde408daee9eaea9%7C8c90edff0a7243a795683eb28b3c8f82%7C0%7C0%7C638084662554822741%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTil6Ik1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=IPQnFsRsujkzGkSNI2eqR4ofcCFQuSN6PcfuoYRnp5s%3D&reserved=0)

To learn more about the resources available to you, click on a title bar below, or click the down arrow to expand them all.


Klamath-Trinity students can contact the CR KT Office for specific information about student support services at 530-625-4821



### Community College Student Health and Wellness ▲

If you are in distress or are with someone at risk right now, call the National Suicide Prevention Lifeline at 1-800-273-TALK (8255) or TEXT 741-741

### Timely Care

When you're feeling under the weather physically or distressed mentally, you can find the help you're looking for in just a few quick taps. Students can schedule an appointment anytime via phone, video, and chat. Visit [TimelyCARE](https://www.timelycare.com/redwoods) 

[\(https://www.timelycare.com/redwoods\)](https://www.timelycare.com/redwoods).

### Mental Health Counseling

Students should text, email, or fax Shawna Bell directly for scheduling and/or services.

Contact info

Text: 707-496-2856

Email: [shawnabmft@gmail.com](mailto:shawnabmft@gmail.com) [↗\(https://mail.google.com/mail/?view=cm&fs=1&tf=1&to=shawnabmft@gmail.com\)](https://mail.google.com/mail/?view=cm&fs=1&tf=1&to=shawnabmft@gmail.com)

Fax: 707-237-2318 (voicemail can be left via fax)

## Wellness Central

Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges [Wellness Central](https://cvc.edu/wellness/) [↗\(https://cvc.edu/wellness/\)](https://cvc.edu/wellness/).

### Counseling

[Counseling & Advising](https://www.redwoods.edu/counseling/) [↗\(https://www.redwoods.edu/counseling/\)](https://www.redwoods.edu/counseling/) can assist students in need of academic advising and professional counseling services. Visit the Welcome Center in the lower level of the student services building Monday –Friday 9am – 4pm (during the semester, summer hours may vary).

### Basic Needs Center

[The Basic Needs Center](https://www.redwoods.edu/student-services/Home/Basic-Needs) [↗\(https://www.redwoods.edu/student-services/Home/Basic-Needs\)](https://www.redwoods.edu/student-services/Home/Basic-Needs) provides for the health and safety of students by providing access to healthy food, financial resources, and referrals to safe and secure housing. Students can also [submit a request for services and information](https://cm.maxient.com/reportingform.php?Redwoods&layout_id=7) [↗\(https://cm.maxient.com/reportingform.php?Redwoods&layout\\_id=7\)](https://cm.maxient.com/reportingform.php?Redwoods&layout_id=7) online.

Contact info

Phone: 707-476-4153

Email: [the-grove@redwoods.edu](mailto:the-grove@redwoods.edu)

### Learning Resource Center

Learning Resource Center includes the following resources for students:

- [Library Services](https://www.redwoods.edu/library/) [\(https://www.redwoods.edu/library/\)](https://www.redwoods.edu/library/) to promote information literacy and provide organized information resources.
- [Multicultural & Diversity Center](https://www.redwoods.edu/student-services/Home/Multicultural-and-Diversity-Center) [\(https://www.redwoods.edu/student-services/Home/Multicultural-and-Diversity-Center\)](https://www.redwoods.edu/student-services/Home/Multicultural-and-Diversity-Center)

- [Academic Support Center](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.redwoods.edu%2Fasc%2F&data=05%7C01%7CAmber-Atkins%40Redwoods.edu%7Cbcfe068f8aca4941dde408daee9eaea9%7C8c90edff0a7243a795683eb28b3c8f82%7C0%7C0%7C638084662554822741%7CUnknown%7CTWFpbGZsb3d8eyJWlloiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTil6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=Riz9ZxeBWEWFm69aT5OdlMsHyFsoonUcvZJLf5yQ1l%3D&reserved=0)) – offers tutoring and test proctoring for CR students.
- [Student Tech Help](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.redwoods.edu%2Fsts&data=05%7C01%7CAmber-Atkins%40Redwoods.edu%7Cbcfe068f8aca4941dde408daee9eaea9%7C8c90edff0a7243a795683eb28b3c8f82%7C0%7C0%7C638084662554822741%7CUnknown%7CTWFpbGZsb3d8eyJWlloiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTil6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=%2FJ23kPg%2FGw0UgR98LB1fPf7GIk7JzRZUBESsb1Vzf%2BQ%3D&reserved=0)) – provides students with assistance around a variety of tech problems.

## Extended Opportunity Programs & Services (EOPS) ▲

### [Extended Opportunity Programs & Services \(EOPS\)](https://www.redwoods.edu/student-services/Home/EOPS)

[\(https://www.redwoods.edu/student-services/Home/EOPS\)](https://www.redwoods.edu/student-services/Home/EOPS) provides services to eligible income disadvantaged students including: textbook awards, grants, career academic and personal counseling, transportation assistance, tutoring, laptop, calculator and textbook loans, priority registration, graduation cap and gown, workshops, and more!

## TRiO Student Success Program ▲

The TRiO Student Success Program provides eligible students with a variety of services including trips to 4-year universities, career assessments, and peer mentoring. Students can apply for the program in [Eureka](https://www.redwoods.edu/trio/eureka) or in [Del Norte](https://www.redwoods.edu/delnorte/TRiO).

## Veterans Resource Center ▲

The [Veteran's Resource Center](https://www.redwoods.edu/student-services/Home/Vets) supports and facilitates academic success for Active Duty Military, Veterans and Dependents attending CR through relational advising, mentorship, transitional assistance, and coordination of military and Veteran-specific resources.

## CalWORKS

**CalWORKS** [↗ \(https://www.redwoods.edu/calworks\)](https://www.redwoods.edu/calworks) – California Work Opportunity & Responsibility to Kids (CalWORKS). Provides supportive services to student parents with children under the age of 18, who are receiving cash assistance (TANF benefits), to become self-sufficient. Services include: transportation assistance, basic student supplies, tutoring, priority registration, laptop and calculator loans, career, academic, and personal counseling, and more!



## Evaluation & Grading Policy

Final grades are based on percentage of points earned in the course. All points are worth the same amount (there is no weighting of categories). I use the following grading schedule for determining your final grade:

Percentage	Letter Grade
93-100	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
70-79	C
60-69	D
0-59	F

### Grading Scale

I reserve the right to group students with similar percentages.

The class has multiple graded assignments including written responses to Discussion Questions. There will be a Midterm and Final Quiz that are summative. As we get closer to these fun events, I will give you more details.

### Late Work Policy:

There are a variety of items that have to be turned in each week of the course. With few exceptions you will need to submit:



- Reading Quiz,
- Primary Post and Replies to Peers in a Discussion Question,
- an Assignment from Textbook Exercises done in MyOpenMath,
- a Module Quiz,
- a Lab that is to be done in Rguroo.

It is my hope that you see that turning things in on time or early is important to your progress in the course. But, life happens and you may need more time to finish an item. If you need extra time, ask for it in advance of needing it. I am pretty good about extensions for reasonable needs. If you flake and just forget to do an assignment, then the following late policy will be applied:

- Reading Quiz: must take and pass to move on in module (can be taken late with no penalty until end of weeks module),
- Discussion Questions: half points at most can be earned,
- Assignment from Text: half points at most can be earned,
- Module Quiz: not allowed to take late without prior warning.
- Labs: half points at most can be earned and only for a fully completed lab.

In addition there will be a Midterm Quiz and a Final Quiz in the course. You are not allowed to take either of these after the due date. There will be a week's window to take each these assessments in. If you need to take either of these assessments outside of the week assigned, you must contact me in advance or have a valid medical/family emergency that is verifiable.

NOTE: All extensions are at instructor discretion. Material prior to the Midterm cannot be made up after the Midterm has closed.



## Fake Student Policy

Fraudulent enrollments are on the rise. To ensure that real students can get seats in the class, no shows will be dropped in the middle of the first week of classes. Also, if you are suspected of being a bot, you will be dropped from the class. If you have been dropped but are a real student, please contact your instructor right away to be reinstated in the class.




## Spring 2024 Dates



Date	To Remember
January 12	Last day to register for classes (day before the first class meeting)
January 13	Classes begin
January 15	Martin Luther King, Jr.'s Birthday Holiday (District-wide closure)
January 19	Last day to add a class
January 26	Last day to drop without a "W" and receive a refund
January 29	Census Date (20% of class)
February 16	Lincoln's Birthday Holiday (District-wide closure)
February 19	President's Day Holiday (District-wide closure)
March 7	Last day to petition to graduate
March 11-16	Spring break (no classes)
March 29	Last day for student initiated withdrawal (62.5% of class)
March 29	Last day for faculty initiated withdrawal (62.5% of class)
April 1	Cesar Chavez Day Holiday (District-wide closure)
May 4-10	Final Examinations
May 10	Last day to file for P/NP Option
May 10	Semester Ends
May 17	Grades due
May 24	Grades available

Spring 2024 Important Date



## Academic Dishonesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](https://go.boarddocs.com/ca/redwoods/Board.nsf/Public?open&id=policies)  <https://go.boarddocs.com/ca/redwoods/Board.nsf/Public?open&id=policies>) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the

[College Catalog](https://www.redwoods.edu/catalog)  (<https://www.redwoods.edu/catalog>) and on the [College of the Redwoods website](https://www.redwoods.edu/)  (<https://www.redwoods.edu/>).




## AI Use Class Policy

Recent advancements in generative artificial intelligence (AI) have made large language models such as ChatGPT and Google's Bard widely available. Sometimes, using these tools appropriately can help us overcome barriers and allow us to focus on deeper learning. However, overuse of these tools can undermine the development of our critical and creative thinking skills. In addition, AI outputs are often unreliable and frequently subject to bias. For these reasons, it is sometimes appropriate and sometimes inappropriate to use generative AI in the completion of assignments or in discussion posts. For this class, **please see the specific assignment instructions for guidance on how and when generative AI tools may be used appropriately as we're working on and learning from a particular assignment.** Also, please keep in mind that **you** are responsible for anything you submit; please carefully review all AI-generated outputs, screening them for accuracy, bias, appropriateness, and fidelity to your perspective. Don't just cut & paste from an AI! We are working on increasing your knowledge base.



## Disruptive Behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](https://go.boarddocs.com/ca/redwoods/Board.nsf/Public?open&id=policies) ) (<https://go.boarddocs.com/ca/redwoods/Board.nsf/Public?open&id=policies>) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#)

[↗\(https://www.redwoods.edu/catalog\)](https://www.redwoods.edu/catalog) and on the [College of the Redwoods website](https://www.redwoods.edu/) [↗\(https://www.redwoods.edu/\)](https://www.redwoods.edu/).



## Inclusive Language in the Classroom

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is inclusive and respectful.



## DEIA+A Commitment Statement

Each of us is responsible for creating and maintaining inclusive environments. Inclusive environments require us to work to identify, examine, and limit the ways our implicit social biases impact our actions. Learning can happen when diversity and individual differences are understood, respected, appreciated & recognized as a source of strength, benefit and resource. Incidents of bias, discrimination, and microaggressions do occur, whether intentional or unintentional. These things contribute to creating unwelcoming environments for individuals and groups at our college. CR encourages anyone who experiences or observes environments at our college that become unfair or hostile on the basis of peoples' identities to speak out for justice and support. Speaking out can take place within the moment of the incident or after the incident has passed. Anyone can share these experiences with a trusted CR faculty/staff/administrator, or by using the following CR resources: [Unlawful Discrimination Complaint Form](https://www.redwoods.edu/Portals/0/_Students/unlawful-discrimination-form-2020.03.24.pdf) [↗\(https://www.redwoods.edu/Portals/0/\\_Students/unlawful-discrimination-form-2020.03.24.pdf\)](https://www.redwoods.edu/Portals/0/_Students/unlawful-discrimination-form-2020.03.24.pdf); [Non-Academic Complaint](https://www.redwoods.edu/Students/Student-Complaint-Process#NAC) [↗\(https://www.redwoods.edu/Students/Student-Complaint-Process#NAC\)](https://www.redwoods.edu/Students/Student-Complaint-Process#NAC); [Title IX](https://www.redwoods.edu/student-services/Home/Title-IX) [↗\(https://www.redwoods.edu/student-services/Home/Title-IX\)](https://www.redwoods.edu/student-services/Home/Title-IX); [Grade Change](https://www.redwoods.edu/Students/Student-Complaint-Process#GCC) [↗\(https://www.redwoods.edu/Students/Student-Complaint-Process#GCC\)](https://www.redwoods.edu/Students/Student-Complaint-Process#GCC)




Canvas

## Canvas Information

Log into Canvas at [My CR Portal](http://www.redwoods.edu/sso)  (<http://www.redwoods.edu/sso>)

For help logging in to Canvas, visit [My CR Portal](http://www.redwoods.edu/sso).  (<http://www.redwoods.edu/sso>)



For help with Canvas once you're logged in, click on the Help icon on the left menu.

For tech help, email [its@redwoods.edu](mailto:its@redwoods.edu)  (<https://mail.google.com/mail/?view=cm&fs=1&tf=1&to=its@redwoods.edu>) or call 707-476-4160

Canvas online orientation workshop: [Canvas Student Orientation Course \(instructure.com\)](https://redwoods.instructure.com/courses/6781) (<https://redwoods.instructure.com/courses/6781>)

## Setting Your Preferred Name in Canvas


Students have the ability to have an alternate first name and pronouns to appear in Canvas.



Contact [Admissions & Records](https://www.redwoods.edu/admissions/Forms)  (<https://www.redwoods.edu/admissions/Forms>) to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. This does not change your legal name in our records. See the [Student Information Update form](#) 

(<https://www.redwoods.edu/Portals/28/A.R.Forms.Docs/Miscellaneous/Student%20Information%20Update.pdf>).



## Emergency Procedures / Everbridge

College of the Redwoods has implemented an emergency alert system called Everbridge. In the event of an emergency on campus you will receive an alert through your personal email and/or phones. Registration is not necessary in order to receive emergency alerts. Check to make sure your contact information is up-to-date by logging into [WebAdvisor](https://webadvisor.redwoods.edu)  (<https://webadvisor.redwoods.edu>) and selecting 'Students' then 'Academic Profile' then 'Current Information Update.'

Please contact Public Safety at 707-476-4112 or [security@redwoods.edu](mailto:security@redwoods.edu)  (<https://mail.google.com/mail/?view=cm&fs=1&tf=1&to=security@redwoods.edu>) if you have any questions. For more information see the [Redwoods Public Safety Page](https://www.redwoods.edu/publicsafety)  (<https://www.redwoods.edu/publicsafety>).

In an emergency that requires an evacuation of the building anywhere in the District:



- Be aware of all marked exits from your area and building
- Once outside, move to the nearest evacuation point outside your building
- Keep streets and walkways clear for emergency vehicles and personnel

Do not leave campus, unless it has been deemed safe by the campus authorities.



To learn more about campus-specific Emergency Procedures, click on a title bar below, or click the down arrow to expand them all.



### Del Norte Campus Emergency Procedures

Please review the [Crescent City campus emergency map](https://www.redwoods.edu/Portals/70/pdfs/DN%20CampusSafetyMap_010819-2.pdf)  ([https://www.redwoods.edu/Portals/70/pdfs/DN%20CampusSafetyMap\\_010819-2.pdf](https://www.redwoods.edu/Portals/70/pdfs/DN%20CampusSafetyMap_010819-2.pdf)) for campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information, see the [Redwoods Public Safety Page](https://www.redwoods.edu/publicsafety)  (<https://www.redwoods.edu/publicsafety>).

### Eureka Campus Emergency Procedures

Please review the [campus emergency map](https://internal.redwoods.edu/Portals/180/Maps%20and%20Phone%20Lists/EurekaMaps_Emergency_F19.pdf?ver=2020-02-18-112433-920&timestamp=1628553718609)  ([https://internal.redwoods.edu/Portals/180/Maps%20and%20Phone%20Lists/EurekaMaps\\_Emergency\\_F19.pdf?ver=2020-02-18-112433-920&timestamp=1628553718609](https://internal.redwoods.edu/Portals/180/Maps%20and%20Phone%20Lists/EurekaMaps_Emergency_F19.pdf?ver=2020-02-18-112433-920&timestamp=1628553718609)) for evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information on Public Safety go to the [CR Police Department Public Safety](https://www.redwoods.edu/publicsafety)  (<https://www.redwoods.edu/publicsafety>). It is the responsibility of College of the Redwoods to protect life and property from the effects of emergencies within its own jurisdiction.

In the event of an emergency:

1. Evaluate the impact the emergency has on your activity/operation and take appropriate action
2. Dial 911, to notify local agency support such as law enforcement or fire services.
3. Notify Public Safety 707-476-4111 and inform them of the situation, with as much relevant information as possible.
4. Public Safety shall relay threat information, warnings, and alerts through the Everbridge emergency alert system, Public address system, and when possible, updates on the college website, to ensure the school community is notified.
5. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet, (evacuation to a safe zone, shelter in place, lockdown, assist others if possible, cooperate with First Responders, etc.).

6. If safe to do so, notify key administrators, departments, and personnel.
7. Do not leave campus, unless it is necessary to preserve life and / or has been deemed safe by the person in command.

## Klamath-Trinity Campus Emergency Procedures

Please review the responsibilities of, and procedures used by, the College of the Redwoods, KlamathTrinity Instructional Site (KTIS) to communicate to faculty, staff, students and the general public during an emergency. It is the responsibility of College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to protect life and property from the effects of emergency situations within its own jurisdiction.

In the event of an emergency, communication shall be the responsibility of the district employees on scene:

1. Dial 911, to notify local agency support such as law enforcement or fire services.
2. If safe to do so, notify key administrators, departments, and personnel.
3. If safe to do so, personnel shall relay threat information, warnings, to ensure the school community is notified.
4. Contact 530-625-4821 to notify of situation.
5. Contact Hoopa Tribal Education Administration office 530-625-4413
6. Notify Public Safety 707-476-4111.

In the even of an emergency, the responsible district employee on the scene will:

1. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet.
2. Lock all doors and turn off lights if in lockdown due to an active shooter or similar emergency.
3. Close all window curtains.
4. Get all inside to safe location Kitchen area is best internal location.
5. If a police officer or higher official arrives, they will assume command.
6. Wait until notice of all is clear before unlocking doors.
7. If safe to do so, move to the nearest evacuation point outside building (Pooky's Park), directly behind the Hoopa Tribal Education Building.
8. Do not leave site, unless it has been deemed safe by the person in command.  
Student Support  
Services (required for online classes)

