

Syllabus for: PSYCH 1 – General Psychology	
Semester & Year:	Fall Semester, 2013
Course ID & Section Number:	D4136
Number of Credits/Units:	3
Day/Time:	Mondays and Wednesdays, 10:05 TO 11:30 AM
Location:	DM 29
Instructor's Name:	Dr. Philip Mancus
Contact Information:	Office Location and Hours: Del Norte Campus, Building E3, Tu. & Th. 11:30 AM to 12:30 PM or by appointment Phone: 707-465-2362 Email: Philip-Mancus@Redwoods.edu
Course Description (catalog description as described in course outline):	
A course focusing on the scientific study of behavior and mental processes. The content of the course focuses on the exploration of major theories and concepts, methods, and research findings in psychology. Topics include biological foundations, perception, learning, cognition, emotion, motivation, development, personality, social psychology, psychological disorders and therapies, and applied psychology. This course is transferable to four-year colleges and is a prerequisite for most upper division psychology courses.	
Student Learning Outcomes (as described in course outline):	
<ol style="list-style-type: none"> 1. Analyze psychological research and synthesize information in writing. 2. Analyze how experience, culture, learning and biology affect behavior and cognitive processes. 3. Explain concepts in areas of psychological theory and research while representing appropriate breadth and depth of knowledge. 	
Accommodations: College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. If you suspect or know that you have disability and believe that you might benefit from disability related services please notify me AND contact Disabled Students Programs and Services (DSP&S) as soon as you can. In compliance with equal access laws, I am available to discuss the appropriate academic accommodations that you may require, however you are encouraged to visit DSP&S for disability verification to determine the reasonable academic accommodations for which you qualify and to obtain the official paperwork documenting your authorization to receive accommodations (the Support Services Agreement). Students may also make requests for alternative media by contacting DSPS. <i>Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will be made.</i>	
Academic Misconduct: Cheating, plagiarism, collusion, abuse of resource materials, computer misuse, fabrication or falsification, multiple submissions, complicity in academic misconduct, and/ or bearing false witness will not be tolerated. Violations will be dealt with according to the procedures and sanctions proscribed by the College of the Redwoods. Students caught plagiarizing or cheating on exams will receive an "F" in the course. The student code of conduct is available on the College of the Redwoods website at: http://www.redwoods.edu/District/Board/New/Chapter5/Ap5500.pdf	
Equal Opportunity: College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.	

Syllabus

General Psychology: Catalog Description

A course focusing on the scientific study of behavior and mental processes. The content of the course focuses on the exploration of major theories and concepts, methods, and research findings in psychology. Topics include biological foundations, perception, learning, cognition, emotion, motivation, development, personality, social psychology, psychological disorders and therapies, and applied psychology. This course is transferable to four-year colleges and is a prerequisite for most upper division psychology courses.

Rationale For the Course

For centuries human beings have attempted to understand and explain what makes us human. How does the mind work, what is consciousness, how do we learn and think, what do dreams mean, what makes for individual variation in personality? Most attempts to answer these and similar questions have taken the form of speculation (philosophy), tradition (religion, custom, superstition), and bias (common sense). Systematic and empirical investigation into the human condition developed into a full fledged science late in the 19th century, and by the 20th century the discipline of Psychology was well on its way to being an influential area of research and knowledge. In this class you will become familiar with the basic concepts and theories of Psychology and apply these insights to your own life.

Course Learning Outcomes

By the end of the term you should be able to:

1. Analyze psychological research and synthesize information in writing.
2. Analyze how experience, culture, learning and biology affect behavior and cognitive processes.
3. Explain concepts in areas of psychological theory and research while representing appropriate breadth and depth of knowledge.

Required Textbook

The following *required* textbook is available at the CRDN Bookstore and/or from various booksellers online:

Visualizing Psychology, by Siri Carpenter and Karen Huffman (2013. Hoboken, NJ: John Wiley and Sons.

A copy *Visualizing Psychology* is on reserve at the circulation desk in the CR Del Norte library.

Assignments, Evaluation, and Grading

Your grade in this course will be based on the following:

Participation (10%) Regular attendance and class participation are keys to success in all your classes and this class is no exception. Please be sure that you keep up with the chapter readings and are prepared to take notes and to discuss the material in class. Group discussion, activities, and in-class exercises will make up an important part of your day-to-day experience in this course. Please note the following policy:

- Students who miss more than four classes before the end of Week 10 will be dropped from the course.

- Students who miss more than two classes after Week 10 will receive zero credit for participation.
- Exceptions to these policies are made on a case-by-case basis and require at the least that you communicate to me the reasons for your absence.

Assignments (20%) Written assignments comprise an important part of your learning experience, and your grade. Completion of assignments and handing them in on time is a key to success in this and all your classes.

Exams (50%) You will take three exams during the semester. Exams will consist of a combination of multiple-choice, true/false, matching, sentence completion, short answer, essay, and other methods. You will have the entire period to take the exams. If you miss an exam without a legitimate excuse you will receive a zero for the exam. I will not allow make-up exams for any reason other than legitimate absences as defined below in the section on Missed Work. Please bring a green Scantron sheet and Number 2 pencil to the exams.

Please Note: *On an exam you may be tested on any information found in the assigned reading, whether or not it is explicitly covered in class. The converse is also true: you may be tested on the material covered in class even if it is not found in the assigned reading.*

Term Paper (20%) Your term paper for this class will be on a topic of your choosing that has psychological significance. The paper is to be written in two parts, a one-paragraph proposal (5 points) and a final draft (15 points). Each draft of the paper must be typed and properly formatted, with the final draft being approximately five pages in length (no less than four and no more than six pages) and due at the end of the term (consult the Class Calendar, below). See the handout *Research Paper Guidelines* for more information on completing the term paper.

Please Note: *There are no extra-credit opportunities.*

Grading Scale I use the standard CR grading scale below for determining your final grade. An **Incomplete (I)** is given at your instructor’s discretion and will only be granted to those students who continue to come to class, have completed all prior work, and who make arrangements with me by the end of the 15th week. **Pass/No Pass (P/NP)** is an option that you must initiate on your own at the main office.

Final Score	Grade	Final Score	Grade
93-100	A	77-79	C+
90-92	A-	70-76	C
87-89	B+	60-69	D
83-86	B	59 or below	F
80-82	B-		

Communication and the Course Website

MyCR There is a companion website for this course on the College of the Redwoods virtual educational environment called “MyCR”. You can access it by pointing your browser to <http://www.mycr.redwoods.edu/> and then clicking on the link for this course. The course website for this class on MyCR contains important resources for the class and a grade book for keeping track of your progress.

Student Email Policy Each of you was given a MyCR email address when you enrolled and/or registered for classes. Your MyCR email address is the one and only email address that I will be using when I communicate with students. Therefore, it is a course requirement that you activate your MyCR email account and check it regularly. You can log in to your account directly at <http://www.google.com/a/mycr.redwoods.edu/>. You will log in using your Webadvisor UserID, and the initial password is your six-digit birth date. College of the Redwoods recommends that you change your password. **To learn more about your account and other CR online services, visit <http://www.redwoods.edu/CR-Online/mycr-email.asp>.**

Academic Integrity

All work done for credit in this class must be your own. Any instance of plagiarism, cheating, complicity, or other form of academic dishonesty will not be tolerated and will be dealt with severely. If you are caught cheating on an exam you will be dropped from the roster and will receive an F for the course. If you cheat or plagiarize on a written assignment, including but not limited to the act of using another author or organization's data, ideas, or words in your paper without making appropriate reference to that source, you will receive a zero for the assignment. If you do not know what is meant by the terms "plagiarism," "cheating," "complicity," or "academic dishonesty" please consult CR's policy on Academic Integrity and Honesty at <http://www.redwoods.edu/departments/ho/handbook/academicHonesty.asp>.

Course Calendar

The following is subject to change depending on our progress in covering the material. Any changes will be announced in class. It is your responsibility to stay abreast of any changes that are announced.

Weekly Calendar

	Monday	Wednesday
WEEK 1	Chapter 1 Introduction and Research Methods	
WEEK 2	Labor Day -- No Class Today	Chapter 2 Neuroscience and Biological Foundations
WEEK 3		Chapter 3 Stress and Health Psychology
WEEK 4		Chapter 4 Sensation and Perception
WEEK 5		Chapter 5 States of Consciousness
WEEK 6		Exam 1
WEEK 7	Chapter 6 Learning	
WEEK 8	Chapter 7 Memory	Term Paper proposal due at the beginning of class
WEEK 9	Chapter 8 Thinking, Language, and Intelligence	
WEEK 10	Chapters 9 & 10 Lifespan Development I & II	
WEEK 11	Exam 2	Chapter 11 Motivation and Emotion

WEEK 12	Veterans Day – No Class Today	
WEEK 13	Chapter 12 Personality	
WEEK 14	Chapters 13 & 14 Psychological Disorders and Therapy	
WEEK 15	Chapter 15 Social Psychology	Term Paper due at the beginning of class
FINALS	Exam 3 – 10:05 AM Room 29	

Important Dates at College of the Redwoods

FALL SEMESTER 2013

Convocation.....	Aug 22 & 23
Classes Begin.....	Aug 24
Last Day to Add a Class	Aug 30
All-college Holiday (Labor Day)	Sep 2
Last Day to Drop Without a "W" and Receive a Refund.....	Sep 6
Last Day to Drop Without a "W" but NO REFUND.....	Sep 8
Census Day	Sep 9
Last Day to File Pass/No Pass Option.....	Sep 20
Last Day to Petition to Graduate/Apply for Certificate...Oct	24
Last Day for Student Initiated Drop (with "W").....	Nov 1
All-college Holiday (Veterans' Day)	Nov 11
All-college Holidays (Thanksgiving).....	Nov 28 & 29
No classes	Nov 30
Final Exams	Dec 9-14
Classes End	Dec 14

Course Policies for Face-to-Face Classes

Attendance and Enrollment

My policy is as follows:

- Attendance is expected of everyone. I keep track of attendance and consult that information when responding to requests made by you. Excessive absences may negatively affect your ability to learn the course material and may ultimately result in being dropped from the course.
- If the class has reached its maximum number of students (capped), you must sign up for the waiting list. You must then show up the first day of the course to gain permission to enroll in the class.
- If you miss the first day of class and the course is capped and someone else is on the waiting list to register for the course, you will be dropped from the course and will be responsible for getting on the waiting list to get back into class.
- After the first day of class, if you miss any of the subsequent classes prior to census day, you will be dropped from the course and will not be recorded on the census roll. Please do not ask me to make accommodations for your schedule or to allow you to miss one of these important attendance dates.
- After census day it is your responsibility to withdraw from the class if you are having trouble completing the requirements for the course.

- After the first day of class, if you miss any of the subsequent classes prior to census day, you will be dropped from the course and will not be recorded on the census roll. Students who miss more than four classes before the end of Week 10 will be dropped from the course. Students who miss more than two classes after Week 10 will receive zero credit for participation.
- If you do not withdraw from the class before the last day to request a student initiated drop and your absences are below the maximum allowed, I will not drop you from the course and you will receive the grade that corresponds to the points you have earned.

Late Assignments

My policy is as follows:

- **Quizzes Cannot Be Made Up for Any Reason**
- **In-Class** Activities and exercises done during class time and handed in at the end of the class period cannot be made up, even if you have a legitimate excuse for missing class.
- **Take-Home** For assignments that are to be completed outside of class and that are given a date to be turned in, only those assignments handed in on the due date at the beginning of class will receive full credit. Late assignments will be docked as below:

Penalty Timeline for Late Assignments

Late (Failed to turn in on the due date <u>at the beginning of class</u> .)	minus 20%
Late +1 (Turned in the next day after the due date.)	minus 30%
Late +2 (Turned in two days after the due date.)	minus 40%
Late +3 (And so on...)	minus 50%
"Expired" (>Late +3 ... or, no date stamp.)	Zero Credit

A "day" as used here means a business day (M-F). Weekend days do not count against you.

Requirements for Receiving Credit for Late Assignments All late assignments are to be turned in to administrative services staff. Be sure that your assignment receives an official date stamp. Only date-stamped assignments will be considered eligible for late credit.

- Assignments turned in before the class period that they are due will only be considered on time if I personally have them in hand or see them in my mailbox (with a date stamp) before that particular class period. Otherwise, you will be considered "Late."
- Assignments turned in after class meets but still on the due date must have a date stamp proving they were turned in on the due date in order to receive the minimum penalty.
- This policy applies to all assignments other than in-class exams. For in-class exams, see that section below.
- This policy does not apply if you have a legitimate excuse. For legitimate excuses, see that section below.

Missed Work and Criteria for a Legitimate Absence

If you miss the deadline for any assignment, including take-home exams, assignments, presentations, or any other written work including term papers (anything other than an in-class exam), you will be allowed full credit for that score only under the following circumstances:

- You were absent from class on the day in question, and
- You, personally, were ill on the day in question and have presented to me, within one week of that date, official documentation attesting to that fact, or

- Your official dependent was ill on the day in question and you have presented to me, within one week of that date, official documentation attesting to that fact, or
- You were involved in a documented medical emergency, and have presented your paperwork to me within one week of the incident, or
- You were involved in a documented home or automobile emergency (burglary, fire, flood, accident, etc.), and have presented your paperwork to me within one week of the incident.

If you do not meet any of the above criteria, which constitute the sole grounds for a legitimate absence, the *Late Assignments* timeline applies. Childcare, work schedules, and other obligations are your responsibility. Please arrange to have a back up in case your plans fall through.

Responsibility for Keeping Up with Class Work Please note that an excused absence on one or more days does not give you an excuse for missing any subsequent class periods, nor does it give you an indefinite amount of time to complete the assignments that were due on or following the day(s) that you were absent. You are responsible for attending class the next class period immediately following your last excused day of absence and for handing in any excused past due assignments on your first day of return. You are also responsible for turning in any assignments that come due after your excused absence even if you haven't yet turned in your official paperwork documenting your excuse. If you were absent the day an assignment was announced or handed out it is your responsibility to find out what was assigned and to obtain any required materials.

Policy on Missed In-Class Exams In-class exams are treated differently than other scored items. Missed in-class exams cannot be made up for any reason other than the four criteria for a legitimate excuse. That is, you will need to present to me clear and specific documentation within the allowable time frame in order to make up an in-class exam.

Policy on Anticipated Absences If you anticipate having to miss class at some point during the term, you are still responsible to get assignments in on or before the regular due date. If your anticipated absence falls on the day of a scheduled exam, you must take the exam before the date of your absence. You must present qualifying documentation to me at least one week prior to the date of your anticipated absence in order to get clearance to take, ahead of time, an exam that is scheduled on the day you will be absent. The reasons below are considered legitimate excuses for absences known ahead of time:

- You will be involved in a documented legal conflict on that date (court testimony, custody hearing, jury duty, jail time, etc.).
- You are required to serve on that date in your documented capacity as military or emergency personnel.
- You have a documented medical appointment that cannot be scheduled at a different time than this class.
- You are attending a funeral and have notified me in advance. You must supply me with the name of the deceased, your relation to them, the location of the funeral, and an official funeral service program when you return.

Personal events, such as vacation, recreation, "family business," etc., do not constitute a legitimate excuse for missing class. If you have a known conflict with the course schedule please speak with me as soon as possible.

Classroom Etiquette

If we all adhere to the following common sense guidelines our class time together should be a pleasant experience for everyone:

- Be on time. If you need to leave early, please let me know before class begins. Avoid leaving class unless you need to take a bathroom break, in which case you do not need my permission to leave the classroom.
- Do not begin packing your belongings until the end of the class session and *after* I have dismissed the class for the day.
- Avoid interrupting people when they are talking, and please do not hold separate conversations during lecture, small-group, or large-group discussion, or when someone else has the floor. Those who continue to violate this norm will be asked to leave the classroom for the remainder of the session and will forfeit any credit for in-class work on that day.
- Address your fellow classmates respectfully, whether or not you agree with their particular viewpoints.
- Refrain from disputing a score you received on an assignment or an exam during the time immediately prior to, during, or immediately after a class session. If you have a complaint, wish to dispute your score, or want to discuss a returned assignment, please make an appointment to meet with me in my office.
- Electronic learning equipment (laptops, notebooks, smart pads, smart phones, etc.) can only be used after gaining your instructor's permission and then, only after agreeing to my Rules of Conduct. If you are pre-authorized by Disabled Students Programs & Services (DSPS) to use such devices in class, you may have certain rights of use, but you still must adhere to my Rules of Conduct regarding such use.

Rules of Conduct for the Use of Electronic Learning Equipment

- The default status for all students is that all electronic devices (including cell phones) are to be turned off during class. Do not call, chat, or read or send text messages or email during class for any reason.
- Use of electronic learning equipment in class is allowed only at your instructor's discretion and only with my expressed permission. Pre-authorization by DSPS to use such devices in class must be presented to me in writing. This policy obviously does not apply to devices administered by your instructor (e.g., Classroom Response Systems, or "clickers").
- Violation of any of the Rules of Conduct constitutes loss of rights of use, even if pre-authorized by DSPS.
- Your instructor reserves the right to judge appropriate use on a case-by-case basis.
- When authorized, the use of electronic learning equipment is limited to a) note taking (including software that transcribes voice lectures to written notes, but excluding software that records voice files), b) referring to an electronic copy of the course textbook (not some other reading), and c) vision or hearing augmentation. Prohibited uses include working on an assignment (for this class or any other, unless specifically directed to do so), reading material other than for this course, surfing the web, listening to music, checking your grades, chatting, texting, emailing, gaming, videoing, or any other thing you can think of. One exception to the prohibition against web browsing is the use of the wireless network to search a specific item that is being discussed in class and is relevant to the course material.
- Loud keypads, motors, fans, or devices that distract other students are unacceptable.

- Making or receiving phone calls in class is expressly forbidden. If you are on call or anticipate needing to take a call, please get approval from me first at the beginning of class and then make sure to set your phone to vibrate. If a call does come through, please leave quietly and take the call outside of the classroom. This allowance only applies if you get permission from me ahead of time. If I see you checking your phone during class and you have not made arrangements with me to have your phone on during class I may ask you to leave class for the remainder of the session.
- No one is allowed to wear earbuds or earphones during class, unless required under DSPS accommodations.
- Voice recording: you may record lecture and discussion during the class only if you are allowed accommodations through the DSPS and are using one of their recording devices. All files must be deleted when you are done with the class.
- Failure to adhere to these Rules of Conduct will result in removal of all in-class electronic privileges and may result in dismissal from the class session.

Please note that any unruly or disruptive behavior in the classroom is grounds for dismissal from the classroom at the discretion of your instructor. If you are asked to leave you will forfeit any credit for in-class activities done on that day. For guidelines on appropriate behavior expected of all students, whether in the classroom or simply on campus, please read CR's Student Code of Conduct, which can be found at <http://www.redwoods.edu/District/Board/New/Chapter5/Ap5500.pdf>.

Keys to Success in this Class

- Read the required material *before* class and bring your book to class.
- Attend all classes.
- Come prepared for class.
- Do every assignment.
- Keep track of all written documents used in and related to class.
- Take good notes. It is insufficient to simply write down what's written on the board or posted on a slide. Be an active note taker.
- Ask a question when there is something you don't understand.
- At the end of every day, review your notes from class and revise them.
- Get together in formal study groups outside of class.
- Plan time in advance to review for an exam or write an assignment.