



# Abraham Baldwin

## AGRICULTURAL COLLEGE

A State College of the University System of Georgia

TIFTON, GEORGIA

### Course Syllabus

<b>Course Name:</b> Health and Wellness
<b>Course Number:</b> PHED 1100
<b>Course Description:</b> 2 hours. Designed to provide the student with knowledge of current health problems including physical fitness, nutrition, and major diseases, and to encourage application of this knowledge for healthful living.
<b>Pre-requisites/Co-requisites:</b> none
<b>COURSE LEARNING OUTCOMES:</b> By the end of the semester, the student will: <ul style="list-style-type: none"><li>➤ demonstrate an overall knowledge of personal wellness.</li><li>➤ demonstrate the knowledge of the five components of physical fitness.</li><li>➤ identify behaviors associated with optimum health and wellness.</li><li>➤ identify risk factors and warning signs used in the prevention of disease.</li><li>➤ identify basic nutritional principles.</li></ul>
<b>College Policy on Class Attendance:</b> Courses at Abraham Baldwin Agricultural College are provided for the intellectual growth and development of students. To attain maximum success, students must attend all their classes, be on time, and attend all scheduled course activities including, but not limited to, field trips, seminars, study sessions, individual conferences, and lectures. This interaction with instructors and other students is an important element of the learning process, and a high correlation exists between class attendance and course grades. A student must understand the importance of regular participation in classroom and laboratory activities. The absence of any student affects not only his or her performance but the performance of the class as a whole. Absence from class, for whatever reason, does not excuse a student from full responsibility for class work or assignments missed. Students must accept this responsibility.  Instructors will keep accurate attendance records and must report the individual number of absences with midterm and final grades. Students whose number of unexcused absences is more than twice the number of class meetings per week (the equivalent of two weeks of instruction) will receive a grade of "F" for the course. Fewer absences than twice the number of class meetings per week may result in grade penalties at the discretion of the instructor. Specific attendance requirements applying to labs, clinics, accelerated classes or Learning Support will be adapted to the unique situation by the appropriate division. <b>ATTENDANCE POLICY for A/B sessions: Accelerated Session A/B classes meet for half a semester, in effect receiving the equivalent of 2 weeks of instruction each week. Students whose number of unexcused absences is more than the number of class meetings in one week will receive a grade of "F" for the course.</b> Final determination of what constitutes an excused absence rests with the classroom instructor. In implementing this Policy, faculty will not include in a student's unexcused absences those absences incurred due to authorized and approved College sponsored events (or in the case of joint-enrollment students high-school sponsored events) in which the student represents the institution as part of a group or under the direct

supervision of a faculty or staff member. In accordance with the ABAC Attendance Policy, students will receive an "F" for the semester in this class after the fourth (4<sup>th</sup>) unexcused absence. The following documented excuses only will be accepted: medical illness or emergency, jury duty, family death, and/or approved ABAC functions. Legitimate written documentation must be provided.

Whenever a student is absent, whether for official or personal reasons, the student must assume responsibility and provide notice to the instructor, preferably in advance, for making arrangements for any assignments and class work missed because of the absence. However, final approval for make up work remains with the individual instructor.

A student who stops attending class without officially withdrawing from the course is subject to this attendance policy and will receive a grade of "F" for the course.

At the beginning of each semester, instructors will explain clearly to their student's specific attendance requirements (including possible penalties). Additionally, they will publish the attendance policy on their syllabi and web-sites.

A student penalized for excessive absences may appeal through the grade appeal process, as stated in ABAC's college catalog and student handbook.

#### **INSTITUTIONAL ABSENCE**

A student who serves as an official representative of the college is defined as one who: is authorized to use the college name in public relationships outside the institution; regularly interacts with non-college individuals and groups over an extended period of time (at least one semester); represents the college as a part of a group and not as an individual; represents the college under the direct supervision of a college faculty or staff member; and is authorized in writing, in advance, by the President of the college. Such a student is in no way released from the obligations and responsibilities of all students, but will not be penalized with unexcused absences when absences result from regularly scheduled activities in which he/she represents the college. Further, it is the responsibility of each student to contact instructors prior to the absence and to make arrangements to make up any work that will be missed, in a manner acceptable to the instructor. Advisors of activities will schedule off-campus activities in a manner that does not unduly disrupt the learning process for a student.

#### **College Policy on Academic Dishonesty:**

Because Abraham Baldwin Agricultural College has the dual responsibility of educating students and helping them mature into worthy citizens who take their place in the larger community, it has adopted a code for dealing with academic irregularities.

Academic irregularities include, but are not limited to, giving or receiving of unauthorized assistance in the preparation of any academic or clinical assignment; taking or attempting to take, stealing, or otherwise obtaining in an unauthorized manner any material pertaining to the education process; selling, giving, lending, or otherwise furnishing to any person any question and/or answers to any examination known to be scheduled at any subsequent date; fabricating, forging, or falsifying lab or clinical results; plagiarism in any form related to themes, essays, term papers, tests, and other assignments; breaching any confidentiality regarding patient information.

**Due Process for Academic Dishonesty Cases:**

Step 1. When a faculty member suspects that a student has engaged in academic dishonesty, the faculty member will call the student into a private meeting in the faculty member's office. (The division chair will be notified of and will approve any action.)

Step 2. The faculty member will confront the student with the evidence of dishonesty and/or academic irregularity. The faculty member and the student will discuss the specifics of what occurred. If the student confesses and accepts responsibility for academic dishonesty, then the faculty member will ask the student to sign in his/her own handwriting, a statement that makes clear that the student admits responsibility for the academic dishonesty. The faculty member will then consult with the division chair. The faculty member is then free to reprimand the student, to give a failing grade for the assignment, or to require the student to resubmit the assignment in question. With approval of the division chair, the faculty member can increase the penalty up to and including a "WF" for the course if the incident(s) merit this severe penalty.

Step 3. If the student refuses to sign a statement accepting responsibility for the act(s) of academic dishonesty, then a full hearing on the matter must be held. The faculty member and chair will document this incident and schedule a meeting with the student. This information will be turned over to the Academic Dean, who will make the determination of charges against the student and notify him/her in writing. The charges will be mailed by the Academic Dean to the student along with a notice to appear at a hearing, and, if the student wishes, to bring witnesses. At least three days' notice is necessary unless the student waives the notice in writing.

Step 4. If the student requests a hearing, the Academic Dean has the option of hearing the case for administrative adjudication, convening a special hearing panel including faculty and students, or of referring it to the Student Life Hearing panel which handles all other disciplinary matters on campus. The committee will provide its recommendation to the Academic Dean. The Student Life Hearing Panel, when hearing cases of academic dishonesty, will include two faculty members, two students (one of whom will be the SGA president and the other an associate justice,) and the Director of Student Life, who oversees campus discipline and the Code of Conduct. The Chief Justice of the SGA chairs the panel. The Vice President for Student Affairs will serve as advisor to the panel for all academic dishonesty cases. In general, the decision of the Academic Dean or his/her designee will not be appealed to the Student Life Hearing Panel. An appeal of the Dean's decision will go directly to the President who may choose to use the Student Life Hearing Panel to make a recommendation to him.

Step 5. The student has a right to appeal the decision of the hearing officer or hearing panel within ten calendar days of the decision. The appeal will be to the President or his designee. The President's decision is final. The President reserves the right to review all disciplinary cases and the judgments made during the process.

If there is a student in this class who has specific needs because of learning disabilities or any other disability, please feel free to contact the instructor.

This is a partial syllabus. More detailed information relating to the class and Instructor will be made available to each student.

**ASSISTANT PROFESSOR:** Donna Campbell      **EMAIL:** [dcampbell@abac.edu](mailto:dcampbell@abac.edu)  
**OFFICE:** Gressette Gymnasium, Room 214      **PHONE:** 391-4929  
**CLASS LOCATION:** Gressette Gym, Room 207  
**OFFICE HOURS:** Mon. & Wed. - 8:30 – 9:00, 11:30-12:00. Tues. & Thurs. – 8:30-9:30, 10:20-11:00. Fri. – 9:00-12:00. At Fillie Field (softball practice) each day at 1:30 p.m.

**MATERIALS:** Textbook: Fit & Well Core Concept and Labs in Physical Fitness and Wellness. Fahley/Insel/Roth, 8<sup>th</sup> edition. The student will need to purchase 7 scantrons for testing (available in the ABAC Bookstore). 5 scantrons will be used for major test and 2 for pre and post test. Additional course resources at the instructor's website is <http://www.abac.edu/pe/dcampbell>

**WEB VISTA:** Course resources located on Vista include but are not limited to: a syllabus, a course calendar, study guides, course grades, attendance and punctuality reports, practice quizzes, and exam information. The Instructor's WebCT Vista site is a vital part of this course and each student will be required to use. Students must have accessed the VISTA site no later than the third class meeting to avoid penalty.

**COURSE WITHDRAWALS:** Withdrawing from a course is the responsibility of the student. If a student needs to reduce his/her course load during a particular semester, that student may officially withdraw from a class with a grade of "W," provided he/she takes this action before the mid-point in the semester (see the college calendar). Course withdrawals processed after the "drop" or mid-point deadline will result in a "WF" in the course. The student who wants to withdraw from a course must first see his/her academic advisor for permission to withdraw. At that point the advisor completes a drop form and the student follows the steps outlined on the form and submits it to the Registrar's Office. Official withdrawals can be made only if the student has not already abandoned the course and been dropped from the course with a penalty. Deadline to withdraw without penalty is Thurs., October 8, 2009 by 4:30 p.m.

**COLLEGE WIDE HARASSMENT POLICY:** Sexual or racial harassment in the University System is prohibited and shall subject the offender(s) to the appropriate disciplinary action. A student who feels subjected to any type of harassment should consult the instructor immediately. *Refer to the college catalog and/or student handbook.*

**ABAC'S POLICY ON MIDTERM ADVISORY GRADES:** Midterm Advisory Grades will be reported on Banner Web to any student who has a C, D, or an F in any class. The number of class absences will be posted for all students. Advisory grades are not entered on the student's permanent record. Students should note that these grades are advisory and will not necessarily reflect the final grade earned in the course. These grades are intended to provide students with information in order to improve their performance in the second half of the semester. Students are responsible for checking Banner Web when grades and absences have been reported. Students who receive grades should meet with their instructors to develop plans for success in the second half of the semester. Students also should take advantage of study groups and the free tutoring services offered by the Academic Assistance Center (AAC).

**EVALUATION:** The grading format for this course will be based on a point system made up of 5 written exams, continuation test, and nutrition assignment. Final grade will be determined by the average of all grades.  
Test: 100 points each (5 Major test)  
Continuation Test: 100 points  
Nutrition Assignment: 100 points (Due date will be announced.)

**GRADING SYSTEM:**    700-630 = A    629-560 = B    559-490 = C    489-420 = D    419 and below = F

**Description: Written Exams (5):** Given periodically over textbook material, class lectures, videos, as well as labs and class discussions. **Continuation Test:** Pop quizzes will be given in class. No make ups will be allowed. Test grade will be based on 40 of the 50 questions asked which will allow for missed quizzes due to excused absences. **Nutrition Assignment:** using [www.fitday.com](http://www.fitday.com) the students will be assigned a 100 point project to complete. Due date will be posted on WebCt Vista and will be assigned in conjunction with Chapter 8 (Nutrition). **Exam 5** is the final exam given during the designated time period for the class. Final Exam will be given Thurs., December 10, 2009 at 10:30.

**CLASS POLICY AND RESPONSIBILITIES:**

1. All Students are responsible for missed work. Students must initiate their own makeup work.
2. Missed exams must be made up prior to the next scheduled exam or a 0 will be given on missed test.
3. Class will begin and end on time. Students are expected to be prompt and tardiness will not be tolerated. Students will not be allowed to enter the classroom once class has begun and will receive an unexcused absence for that class.
4. Disruptive students will be asked to leave class.
5. No tobacco products allowed in class.
6. Use of pagers, beepers, ipods, cell phones, or any other electronic devices during class and exams are prohibited. Desks must be free of all electronic items except those approved by the instructor.
7. No text messaging during class; students violating this policy will be asked to leave class and will be awarded an unexcused absence.

**August 2009**

"The Student Development Center is the official office to provide disability services at ABAC. If you have a documented disability that may require assistance, you will need to contact the Student Development Center for coordination of your academic accommodations. The Center is located on the 2nd floor of the J. Lamar Branch Student Center. The phone number is 229-391-5135; fax is 229-391-5136. You may also visit the website at [www.abac.edu/sdc](http://www.abac.edu/sdc) or email at [mmartin@abac.edu](mailto:mmartin@abac.edu) or [asims@abac.edu](mailto:asims@abac.edu) "