



# Abraham Baldwin

## AGRICULTURAL COLLEGE

A State College of the University System of Georgia

TIFTON, GEORGIA

### Course Syllabus

<b>Course Name:</b> FIT FOR LIFE JOGGING
<b>Course Number:</b> PHED 1124
<b>Course Description:</b> 1 hour. The purpose of this course is to increase cardiovascular endurance, muscular strength, muscular endurance, and flexibility.
<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 and understand how to take their heart rate and access cardio-respiratory intensity level.</li><li>➤ demonstrate the ability to stretch and warm up properly prior to exercise.</li><li>➤ calculate their personal target heart rate zone.</li><li>➤ demonstrate the ability to fitness walk a specific amount of time and/or distance that increases as the class progresses.</li><li>➤ explain the benefits of walking as a form of exercise.</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 should attend all of 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. 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.
<b>INSTITUTIONAL ABSENCE</b> 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**

#### **A. Academic Dishonesty**

Academic regularities include, but are not limited to, giving or receiving of unauthorized assistance in the preparation of any academic 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.

#### **B. Disciplinary Procedures**

1. When a faculty member suspects that a student has engaged in academic dishonesty, the faculty member will contact the Office of the Vice President for Academic Affairs. The Vice President for Academic Affairs will notify the student in writing of the report and will appoint a neutral person from among the faculty or staff to meet with the faculty member who reported the matter and the student(s) believed to have engaged in academic dishonesty. The purpose of the meeting, to be scheduled by the Office of the Vice President for Academic Affairs, will be to provide a facilitated discussion about what may have occurred. The faculty member who reported the matter, the student(s) believed to have engaged in academic dishonesty, and the facilitator are the only participants in the meeting. Audio nor video recordings of these proceedings will be permitted. Following the discussion, the facilitator will submit a form summarizing results of the proceedings to the Office of the Vice President for Academic Affairs.
2. The faculty member and student(s) may reach an agreement about the matter and, if dishonesty is involved, may determine the appropriate consequences. If no resolution is agreed upon, the matter will be forwarded to the Dean of Students, who will convene the Student Judiciary Committee to determine the outcome of the allegation.
3. Guidelines for disciplinary procedures as outlined in Section V of the Student Code of Conduct will be applicable in cases involving alleged academic dishonesty. A written copy of the recommendations by the Student Judiciary Committee shall be sent not only to the student but also to the faculty member who made the allegations of academic dishonesty against the student, to the Vice President for Academic Affairs, and to the President.
4. Prior to any finding of responsibility on the part of the student, the faculty member shall permit the student to complete all required

academic work and shall evaluate and grade all work except the assignment(s) involved in the accusation of dishonesty. The faculty member may, however, take any action reasonably necessary to collect and preserve evidence of the alleged violation and to maintain or restore the integrity of exam or laboratory conditions.

5. A student may not withdraw from a course to avoid penalty of plagiarism or other forms of academic dishonesty.

### **C. Appeals Process**

Students have the right to appeal a Student Judiciary Committee hearing recommendation in accordance with the following procedures:

1. Requests for appeals must be submitted in writing to the Office of the Vice President for Student Affairs within five business days of the date of the letter notifying the student of the original decision. Failure to appeal within the allotted time will render the original decision final and conclusive.

2. Written requests for appeals must be specific and detailed as to the nature and substance of the student's complaint and must clearly indicate what action is requested. The written request should specify the grounds for appeal. Judicial recommendations may be appealed on the following grounds:

- A violation of due process
- Prejudicial treatment by the original hearing body
- New evidence has become available which was not available at the time of the hearing.

3. Appeals shall be decided upon the record of the original proceedings, the written appeal submitted by the defendant and any written briefs submitted by other participants. Cases will not be reheard on appeal.

4. If the student is dissatisfied with the decision of the Vice President for Student Affairs, the student may request in writing that the President consider the appeal, but such request must be made within five business days of the Vice President's decision or the Vice President's decision will be considered final and conclusive.

5. Within five business days of receiving the appeal, the President will either rule on the appeal or refer the appeal to a special Presidential Panel. The Presidential Panel will review all facts and circumstances connected with the case and within five business days make a report of its findings to the President. After consideration of the Panel's report, the President will within five business days make a decision which shall be final so far as the College is concerned.

6. Should the student be dissatisfied with the President's decision, written application may be made to the Board of Regents for a review of the decision. This application must be submitted within twenty days following the decision of the President. Additional information regarding procedures for appealing to the Board is available in the Office of the Vice President for Student Affairs. The decision of the Board shall be final and binding for all purposes.

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. (See below)

**ASSISTANT PROFESSOR:** Donna Campbell      **EMAIL:** [dcampbell@abac.edu](mailto:dcampbell@abac.edu)  
**OFFICE:** Gressette Gymnasium, Room 214      **PHONE:** 229-391-4929 office  
**CLASS LOCATION:** ABAC Track      229-392-3749 cell  
**Weather Hotline: 229-391-5225**  
**OFFICE HOURS:** Mon. & Wed. - 8:30 – 9:50, Tues. & Thurs. – 8:30-9:30 and 10:20-11:00, Fri. – 9:00-12:00. At Fillie Field (softball practice) each day at 2:00 – 6:00 p.m.

**TEXT:** None. Additional course resources at <http://www.abac.edu/dcampbell> and the instructor's WebCT Vista site.

**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 and exam information.

**MATERIALS:** Dress: clothes suitable for an exercise class. Tennis shoes are required.

**COURSE WITHDRAWAL:** 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 drop without penalty: Wed., Feb. 29, 2012 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 in the Student Success Center.

**CLASS ATTENDANCE POLICY:** Physical Activity classes are participation based so

attendance can and will affect your final grade in the course. 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.

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.

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/email must be provided within 48 hours of absence in order for the absence to be considered as excused.

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.

#### **CLASS POLICY:**

Points will be given daily for punctuality, participation, and attendance. Failure to attend class, to participate, and /or to be on time will affect this grade.

**Make-ups:** Students may make up two (2) absences and may do so by making an appointment with the instructor. All absences must be made up by April 19, 2012.

**Tardies: Tardiness** (entering class after roll call). 3 tardies will result in a 10 point deduction from your participation grade. Students entering class later than ten minutes after the hour will receive an unexcused absence.

**EVALUATION:** The grading format for this course will be based on a point system where by students will earn points from participation, skill test, term and question sheet, and a final written exam.

**Participation:** 300 points 500-450 = A, 449-400 = B, 399-350 = C

**Skills:** 100 points 349-300 = D, and 299 and below = F

**Terms & Questions Assignment:** 50 points

**Written Exam:** 50 points

**Description:** **Participation grade** will be given daily. Failure to participate on scheduled class days will result in a ten point deduction. **Skills grade** will be based upon improvement in distance jogged and time. (Improvement must be shown in the one mile, one and a half mile and the two mile. (Further guidelines will be given about the skill portion of your grade.) **Terms and Questions Assignment** will be given out for students to complete. (Further instruction will be given). Due date: March 7, 2012. Late assignment will not be accepted. **Written Exam** will be given during the last day of class on Wed., April 25, 2012.

#### **CLASS REGULATIONS:**

- Dress comfortably and wear tennis shoes. (3 point deduction from the participation grade if not properly dressed for exercise.)
- No food, candy, or tobacco products allowed in class.
- No cell phones allowed unless permission from the instructor. (3 point deduction from your

participation grade if the cell phone policy is violated.)

**CLASS SAFETY:** Due to uneven terrain, students should be caution when walking.  
Do not begin without the instructor present.  
Do not leave the class without checking with the instructor.  
Warm up and cool down is a required part of this course.  
Stop and inform the instructor if you feel any pain or dizziness of any kind.  
Keep a check on your heart rate at all times.  
Check with your physician before any exercise program.

"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 1<sup>st</sup> floor of the Carlton 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) "

**January 2012**

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**Fitness for Life Jogging Class (Campbell-Assistant Professor)**

Student's Name\_(Print)\_\_\_\_\_

Student's 918# \_\_\_\_\_

**Please Sign:** I, \_\_\_\_\_ have read and understand the policies of my Instructor's Fitness for Life Jogging Class and I will abide by the policies set for this class.