**COURSE INSTRUCTOR:** Andrea Willis  
**EMAIL:** andreawillis@abac.edu  
**OFFICE:** Gressette Gymnasium upstairs  
**PHONE:** 229-391-5082 main office  
**CLASS LOCATION:** Gressette Gym Room 208  
**Weather Hotline:** 229-391-5225  
**OFFICE HOURS:** available thirty (30) minutes before class or by email

**TEXT:**  
Fit & Well Core Concepts and Labs in Physical Fitness and Wellness, Edition 11.  
Additional course resources on instructor’s website and D2L site.

**D2L:** Course resources located on site may include information such as: a syllabus, a course calendar, study guides, course grades, attendance and punctuality reports and exam information. CONNECT is not required for this course.

**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 may be found on D2L calendar.

**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.

**CLASS ATTENDANCE POLICY:**  
Class attendance is directly correlated with academic performance. Students who attend class are better prepared for academic success. 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 of the absence. Assignments and exams missed may be made up only if absences are approved and must be completed by the next class meeting.

Final determination for what constitutes an excused absence rests with the classroom instructor. If no notification/documentation of absence is given to the instructor then the absence will be documented as unexcused. 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 (4th) 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 excused. Students must accept this responsibility and initiate contact with instructor for make up work or visit D2L for calendar updates.*  
*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.*
**Make-ups:** Assignments and exams missed may be made up only if absences are approved and must be completed by the next class meeting.

**Tardies:** Tardiness (entering class after roll call). Students entering class late are responsible for notifying the instructor at the end of the class period to be marked present. Students entering class later than five minutes after the hour will receive an unexcused absence.

**EVALUATION:**
- 6 Written Exams: 100 points each
- Lab assignments/worksheets: 100 points
- Family Health Tree: 50 points
- 2 Abstracts: 25 points each

**Description:** Written exams will be given periodically over textbook material, class discussions, labs and assignments. Do not assume that all text information will be covered during class. Students are responsible for knowing all text material. Please provide scantron sheets for each exam. Lab assignments/worksheets will be listed on the daily calendar. A Family Health Tree is an information-gathering assignment where students will research their health backgrounds. Abstracts are article summaries on given topics. Students will be provided further and complete information on assignments.

*Any will be accepted prior to their due dates, but none will be accepted late.*

**CLASS REGULATIONS AND RESPONSIBILITIES:**
- All students are responsible for missed work by the next class meeting. Students must initiate their own make ups. Missed exams must be made up by the next class meeting or a zero will be given.
- Promptness to class and in turning in assignments is expected.
- No food, candy, or tobacco products allowed in class.
- Use of ipod, cell phones or any other electronic devices is prohibited. Desks must be free of all electronic devices unless approved by instructor. *Violation of this policy will result in a class pop quiz and possible expulsion from the class.*
- Texting during class will result in student dismissal for that class period and an unexcused absence.

**CLASS SAFETY:**
- If you feel ill during class or have significant health issues, please notify the instructor immediately.
- Disruptive and/or unruly students will be escorted from class.

*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 1st 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*