PSYC 2314.011IN Course Syllabus
Lifespan Growth & Development
Spring 2022
Online

Course Information:

Instructor Information: Ms. Candi Hollier, M.A., chollier@com.edu

Office Hours and Location: I will post online office hours in an Announcement during the first week of the semester. Office hours will be conducted using COM Email. No face-to-face option exists.

Required Textbook: Invitation to the Life Span, 4th Edition; By Kathleen Stassen Berger; Published by Worth Publishers, 2019. Digital textbook is provided in the online course in Blackboard.

Course Description: Life-Span Growth and Development is a study of social, emotional, cognitive, and physical factors and influences of a developing human from conception to death.

Course Requirements: This course primarily consists of online lessons and discussions provided by the instructor. A variety of means will be employed to evaluate student performance.

Determination of Course Grade

Discussions
You will receive a grade for your **thoughtful** participation in the discussions associated with each of the topics. I am not grading you on your opinions. "Participation" means that for each topic, you should post an **Initial Post (a minimum of 300 words)** as well as a **Response Post to 1 other student (a minimum of 300 words)** for full credit. Please note that some points may be deducted if the posts are insufficient – "I agree" "You're right" etc. Graded course Discussions employ a "post first" setting that requires students to post their Initial Post before gaining access to read other students' posts. Attempts to subvert this setting by submitting a blank initial post, posting gibberish, or by any other methods will result in a grade of "0" for the unit discussion. No exceptions.

All graded discussion posts are **due by 11:59pm on the due date listed on the course schedule**. Pay close attention to due dates!

Ground Rules for Online Discussion:
1. We will respect each other's' confidentiality at all times! Any personal information revealed on Blackboard must be held in strict confidence.
2. In the interest of promoting critical thinking, and serious discussion, students should be prepared to have their views challenged by the instructor and/or fellow students. Respect the right of others to have differing beliefs and attitudes. We do not all have to agree. However, we do need to be respectful in the way we disagree.
3. Disruptive behavior, which interferes with teaching and/or learning, will not be tolerated.

More guidelines and requirements for online discussion are provided in the Course Orientation document & on the Discussion Board.

Unit Exams

There will be 4 Unit Exams; one at the end of each Unit. Exams will consist of 50 multiple-choice & True/False questions from the Unit. The Exams will be worth 100 points (2 points per question), be timed in Blackboard. See the **Testing Using Blackboard** document for more detailed information**.** The Exams will be **due by 11:59pm on the due date listed on the course schedule**.

Final Exam

There will be a required cumulative Final Exam at the end of the course. The Final Exam will consist of 7 essay questions. Your answers to these essay questions should be between 130-150 words, reflect a thorough understanding of the concepts *as discussed in **this** course*, and be well-written with few spelling or other grammatical errors. Citations are not required or recommended and will not count toward minimum word count. "Google" and related search engines are not an acceptable source for your answers. I do not want to know what you can Google; I want to know what you have learned from this course. Copy/Paste plagiarism will be grounds for a zero for the final exam, and a possible zero for the entire semester. You will have 100 minutes to complete all 7 essay questions. The exam will be timed in Blackboard. See the **Testing Using Blackboard** document for more detailed information**. Once the time limit has been reached, the exam will automatically submit.** The Final Exam will be **due by 11:59pm on the due date listed on the course schedule**.

Detailed Grading Formula:

Graded Course Work	Percentage
4 Unit Exams	50%
5 Discussions	30%
1 Final Exam	20%

Grading Scale:

Percentage Range	Letter Grade
90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
Below 59%	F

Make-Up Policy

There are absolutely **NO** make-up or late work! The dates and times that the graded materials are available will be clearly visible in this document and on the attached course schedule.

It is not my responsibility to accommodate you for waiting until the last minute to complete and submit graded course work.

Attendance Policy

If you want to pass, come to class. In an online environment, this means that you are expected to log into the course a minimum of 3 times per week and you should expect to spend at least 6-8 hours a week in the course reviewing lessons, and other course material, and completing assignments, exams, and discussions.

NOTE: If for any reason the college closes, continue to work on the assignments spelled out in your syllabus and refer to Blackboard for further instructions.

Course Communication

I generally respond to Emails within 36 hours, weekends and holidays excluded. Please note that I will **not** respond to any emails sent via personal email accounts. If you contact me via email, it **must** be using your College of the Mainland email account. ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. See Course Orientation for detailed information and instructions on communicating with your instructor. Also note that grades and other course-related information will not be discussed via telephone, as it is impossible to verify the identity of the individual on the other end of the line.

Student Learner Outcomes & Associated Objectives:

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
Describe the stages of the developing person at different periods of the life span from birth to death.	Communication Skills	Final Exam Q1
Discuss the social, political, economic, and cultural forces that affect the development process of the individual.	Social Responsibility	Final Exam Q2
Identify factors of responsible personal behavior with regard to issues such as sexual activity, substance abuse, marriage and parenting.	Social Responsibility	Final Exam Q3
Explain the biosocial, cognitive and psychological influences throughout the lifespan as an ongoing set of processes, involving both continuity and change.	Critical Thinking	Final Exam Q4
Describe the different developmental perspectives of the major theories of development (i.e. cognitive, learning, humanistic and psychodynamic).	Communication Skills	Final Exam Q5
Identify examples of some of the cultural and ethnic differences that influence development throughout the lifespan.	Social Responsibility	Final Exam Q6
Discuss the various causes or reasons for disturbances in the developmental process.	Communication Skills	Final Exam Q7

Academic Dishonesty

Any incident of academic policy will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams is an extremely serious offense and will result in a **grade of zero** on that exam and the student will be referred to the Office of Student Conduct for the appropriate discipline action. The instructor reserves the right to define "Academic Dishonesty." Below are some examples of Academic Honesty:

Plagiarism
Plagiarism is using someone else's words or ideas and claiming them as your own. Plagiarism is a very serious offense. Plagiarism includes paraphrasing someone else's words without giving proper citation, copying directly from a website and pasting it into your paper, using someone else's words without quotation marks. Any discussion or exam containing plagiarized material will receive a **grade of zero** and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

Links to Resources about Avoiding Plagiarism:

1. [Purdue OWL: Avoiding Plagiarism (opens in same window/tab)](https://owl.english.purdue.edu/owl/resource/589/01/)
   https://owl.english.purdue.edu/owl/resource/589/01/
2. [Plagiarism.org (opens in same window/tab)](http://www.plagiarism.org/) http://www.plagiarism.org/
3. [eLearners How to Avoid Plagiarism (opens in same window/tab)](http://www.elearners.com/online-education-resources/online-learning/how-to-avoid-plagiarism/)
   http://www.elearners.com/online-education-resources/online-learning/how-to-avoid-plagiarism/

Cheating

Cheating includes looking at or copying from another student's exam, having another person take an exam or complete a discussion post for you, bringing unauthorized notes, texts, recordings or other materials to complete an online exam, and obtaining or distributing an unauthorized copy of an exam or any part of an exam.

Collusion

Collusion is inappropriately collaborating on assignments designed to be completed independently. All discussions and exams in this course must be completed independently.

Please -- if you are having trouble of any kind, discuss it with me. The tiny advantage you would get from cheating is vastly outweighed by the risk you would be taking. I am willing to help you in any way I can, but I will NOT excuse academic dishonesty no matter how much I like you or feel sorry for you.

Student Concerns

If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Shinya Wakao at 409-933-8107

Course Schedule:

Getting Started Unit (Opens 1/18)

Assessment Name	Assessments DUE
Getting Started Assessments	1/25/2022

Unit #1 (Opens 1/18)

Assessment Name	Assessments DUE
Unit 1 Discussion – Initial Post & Response Post	2/8/2022
Exam 1 (Opens 2/4/2022)	**2/8/2022**

Unit #2 (Opens 2/8)

Assessment Name	Assessments DUE
Unit 2 Discussion – **Initial Post & Response Post**	3/8/2022
Exam 2 (Opens 3/4/2022)	**3/8/2022**

Unit #3 (Opens 3/8)

Assessment Name	Assessments DUE
Unit 3 Discussion – **Initial Post & Response Post**	4/12/2022
Exam 3 (Opens 4/8/2019)	**4/12/2019**

Unit #4 (Opens 4/12)

Assessment Name	Assessments DUE
Unit 4 Discussion – **Initial Post & Response Post**	5/3/2022
Exam 4 (Opens 4/29/2022)	**5/3/2022**

Final Exam (Opens 5/6) – Final Exam Review Opens 5/3

Assessment Name	Assessment DUE
Final Exam (Opens 5/6/2022)	**5/10/2022**

The course schedule is non-negotiable! All items are due by 11:59pm on the date listed on _this_ schedule. You will be held accountable for timely submissions.
Contact the instructor _immediately_ if there are discrepancies between this schedule and _any_ Blackboard dates.

Institutional Policies and Guidelines

Grade Appeal Process:
Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the Student Handbook. An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.

Academic Success & Support Services:
College of the Mainland is committed to providing students the necessary support and tools for success in their college career. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement
Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or hbankston@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center. For summer 2020, disability services are being offered virtually.

Counseling Statement
Any student needing counseling services is requested to please contact Holly Bankston in the Student Success Center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to set up their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

Textbook Purchasing Statement
A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Withdrawal Policy
Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1st 8-week

session is March 2. The last date to withdraw from the 16-week session is April 25. The last date to withdraw for the 2nd 8-week session is May 4.

Beware: Non-attendance without dropping may result in an F at the end of the semester.
Last Day to Withdraw for a grade of "W" – 4/25/2022

FN Grading:
The FN grade is issued in cases of failure due to a lack of attendance, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor.

Early Alert Program
The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention is very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

COVID-19 Statement
All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the [College of the Mainland's Coronavirus Information site](www.com.edu/coronavirus) (www.com.edu/coronavirus). In compliance with [Governor Abbott's May 18 Executive Order](), face coverings/masks will no longer be required on COM campus. Protocols and college signage are being updated. We will no longer enforce any COM protocol that requires face coverings. We continue to encourage all members of the COM community to distance when possible, use hygiene measures, and get vaccinated to protect against COVID-19. Please visit the [College of the Mainland's Coronavirus Information site]() (com.edu/coronavirus) for future updates.

Disclaimers/Additional Policies:

Technology Compliance Policy
This class uses a Learning Management System called Blackboard for lectures, assessments, and other course-related materials and links. Each student must maintain Internet access throughout the duration of this course. Additionally, students are expected to maintain a state of technical compliance, including (but not limited to):

- up-to-date browsers,
- up-to-date operating systems,
- multiple (minimum of 2) browsers (recommended: Chrome & Firefox),
- appropriate and adequate computer hardware,
- a stable Internet connection,
- and other up-to-date software as required by the instructor.

The instructor is not required to give consideration for lost/missing/unacceptable work stemming from technical non-compliance and/or end-user technical issues. Failure to maintain Internet or computer access shall not constitute a valid excuse for missed work. Any student who cannot keep up with the coursework owing to a lack of computer or Internet access or functionality should refer to the [Library Computer Lab hours]()

of operation (https://www.com.edu/computer-labs/library-computer-lab) and plan to complete any and all coursework during posted hours (including testing, as needed).

In short, if you fail to complete a discussion or exam prior to the due date and time listed in this course syllabus, then you are not entitled to make up the assessment for reasons including, but not limited to, your computer crashes or loses internet access, you did not verify submission of the correct file/information/link/etc., only submitted a draft, etc. If the discussion or exam was not completed or submitted in a timely manner due to your error or due to technological issues, it cannot be made up.

In the event you experience a technology problem or error with COM technology, it is your responsibility to communicate *immediately* (not the next day, not 3 hours later) with your instructor using a working form of technology, via email at chollier@com.edu. You should also immediately notify the DE department at College of the Mainland (COM) by submitting a ticket through Parature. If possible, make a screenshot of the error and email it to your instructor as well as the Distance Education Helpdesk. Contacting COM's Distance Education department can be accomplished by submitting a ticket anytime at **http://com.parature.com** or via live chat Monday to Friday from 8 AM to 5 PM whenever the college is open.

Success Tips for Students
1. **Read your syllabus**, re-read your syllabus, don't lose your syllabus.
2. **Don't procrastinate**. Determine the amount of time you are going to need to spend on each portion of the course. Make sure you give yourself enough time to complete the assignments. (Note for short semesters: this is a 16-week course condensed down to a shorter time frame. Due dates will arrive quickly! Be sure that you have not overscheduled yourself by waiting until the last minute to complete coursework.)
3. **Stay organized** & dedicate a quiet workspace to complete course readings, assignments, quizzes, and exams.
4. Break readings & course work down into **manageable goals**. Set personal deadlines and stick to them.
5. **Create a calendar of due dates** for this and all your courses using a digital calendar (Google calendar, smartphone calendar, etc.) or an old-fashioned paper calendar (Microsoft Word has Calendar templates! Can't find them? Google it!).
6. **Follow the Course Schedule**!!!

Classroom Conduct Policy
College of the Mainland requires that students enrolled at COM be familiar with the Standards of Student Conduct, which can be found in the on-line Student Handbook. Students are expected to be familiar with and abide by the Student Code of Conduct. Any violations of the Code of Conduct will result in a referral to the Dean of Students and may result in dismissal from this class.