PHIL-2306-004IN

Introduction to Ethics

Summer 2024 Internet section

Instructor:

Stacey M. Burleson; sburleson@com.edu; 409-933-8317 or 409-933-8214.

Student hours and location:
Email Office Hours M-TH: 11-12:00 (online office hours via email) and other times as needed by appointment.

**Required Textbooks:**

 *Living Ethics: An Introduction with Reading.* By Russ Shafer-Landau. Oxford University Press, 2019.

Any additional readings will be distributed in Brightspace.

**Course Description:**
The systematic evaluation of classical and/or contemporary ethical theories concerning the good life, human conduct in society, morals, and standards of value.

**Course requirements** (including description of any special projects or assignments): Two exams, (weekly assignments, quizzes, discussions) these assignments are grouped under Professionalism, Web based project.

***Web–Based Project which will include various components including:***

- A research paper component.

- The paper will be the equivalent of 4-6 pages taking an ethical theory, defining it, and applying it to your life and career (current or future).

- Failure to follow instructions on the paper handout will result in a (0), on the paper component of the project.

*See handout for complete instructions

WRITING AN ANALYTICAL PAPER – some tips and guidelines. A good philosophy paper takes an analytical approach. This means that it must:

- Identify and clearly state a philosophical claim, state the reasons backing up that claim, and make a critical evaluation of this claim. All three aspects are essential for a good paper. The first thing you should do is identify the claim; it may be stated or implied.

- Once the philosophical claim is identified and stated, and the author's reasons for it made clear, the claim must be critically evaluated. Some questions or things to consider:

  1. Is the claim vague or ambiguous? If so, can it be restated in a clear and rigorous manner?
  2. Is the claim logical?
  3. Does it follow from the stated premises?
  4. Are those stated premised coherent and plausible?
  5. Does the claim rest on any unjustifiable assumptions?
  6. Is the claim consistent with other things the author claims?
  7. Does the author commit any fallacies in presenting his/her case? For instance, does he or she beg the question (assume or take as a premise something that should be proven first)?
  8. If he or she makes factual claims, are they actually true?

Each paper must have a Works Cited. Complete bibliographical details of each work must be given. The title, author, publisher (or journal title), date, place of publication (or Internet address), and page number(s) should be given. Use as many sources as you want from the Internet but see cautionary note below.

Whenever you quote a source, paraphrase it, refer to it, or use it to support or document a claim, you must cite that source.

***Internet Sources***
The internet is a great research tool; feel free to use it in doing research for your paper. However, Internet sources are not generally peer-reviewed or otherwise monitored for reliability, accuracy, or integrity. Therefore, use considerable caution when citing material from the Internet. Make sure that the source is worthwhile.

Use of Internet encyclopedias is not allowed. In addition, sources such as Wikipedia, while possibly useful to give you an overview of a subject, are not appropriate scholarly sources for an academic paper. The instructor reserves the right to determine whether a quoted source is appropriate or not. Check with the instructor if you have any questions about the appropriateness of Internet materials.

- You must turn in photocopies of all internet source material used for your project. These can be submitted on your web page.  I want the entire source, not just the url.

### What's Good on TV PowerPoint (Slide Show) and Oral Presentation (Part of your Webpage)

- A PowerPoint or slide show and corresponding oral presentation will be completed on a TV or film clip to show your understanding of applied ethics.

- You will also include a one-page narrative of your presentation.

- This will be a part of your final project and will be included in your web page.

- Complete guidelines will be listed in the learning module as well as under the handout section of the course.

### *Exams –*

- There will be two exams.

- The exams will consist of multiple choice, short answer, and essay.

- In addition, the exams will not be timed.

- You may use your textbook and any additional information from Brightspace for your exams.

- Exams will be administered on Brightspace.

### *Professionalism:*

Our class will reproduce in many ways a "real-world" work environment and students will be expected to participate professionally in the class. You should meet deadlines and contribute meaningfully to class discussions. Professionalism also includes collaboration, willing participation in all class activities, and sincere effort to improve your own writing as well as working with others to engage in critical thought. In the real world, employees are assigned various tasks outside their core job duties as needed. To reflect this sort of real-world circumstance, all quiz grades, homework, and daily work will be included in this category. Professional behavior is a cooperative endeavor that affects the entire class, but it will be tied to an individual grade. Grades that are listed under professionalism will be listed as such in the assignment. (See details of assignments that will be considered part of your professionalism grade). These include quizzes, discussions, and weekly assignments.

### *Discussion Topics*

A large part of the learning process is done in collaboration with others- discussing the readings, brainstorming ideas about them, and listening to others. In this class, these activities are imperative to successful completion of the course.

Our online discussions will be part of the important part of the classroom experience. Once each week you will join a discussion on Brightspace's Discussion board. Most weeks you will be asked to respond to a question

(or questions) or topic(s) that I post. You may always post a topic/question on the reading if you want to. The idea is to start or join a discussion on the week's topics. They will be worth 10 points each based on the rubric below:

| Objective/ Criteria | Failing | Minimal Response | Needs Improvement | Acceptable | Meets Expectations | Exceeds Expectations |
|---|---|---|---|---|---|---|
| Content | No posting to original question (s). 0 points | Discussed at Surface level; Needs more depth; Less than 150 words; 1point | Somewhat thoughtful; subject given appropriate depth; posted on time; less than150 words. 2 points | Thoughtful; subject given appropriate depth; no examples; posted on time; 150-200 words. 3 points | Thoughtful and insightful; subject given appropriate depth; posted on time;150- 200 words. 4 points | Criteria for "Meets Expectations" plus really exceptional posting with examples. 5points |
| Grammar Mechanics | 0 points | 0 points | Many errors in grammar and mechanics; difficult to understand meaning. 0 points | Several errors in grammar and mechanics; not always direct and clear communication 1 point | 1 – 2 major errors in grammar or mechanics; direct and fairly clear communication 2 points | No major errors in grammar or mechanics; clear communication 3 points |
| Replies | 0 points | No replies 0 points | 1 reply 1 point | 2 replies late 1 point | 2 replies on time Minimal 1 point | 2 replies on time; more than "good" gives some explanation or commentary. 2 points |

**Replies to Postings**

Your responses must be more than "I agree with you." If you want full credit for your response, your reply must have some substance. If you agree with a posting, why do you agree? If you disagree, why?

When you respond to others, observe the rules of Netiquette-we don't have the advantage of body language and tone of voice to moderate our words. Since our replies can happen at the click of a button and cannot be retracted, be polite even as you disagree with someone.

Be aware of your audience and purpose (remember English 1301?)

**Discussion postings and replies are due bi-weekly and/or weekly by 11:59pm but there may additional discussion postings throughout the week.**

**Checkups or Weekly Quizzes**

- You will have weekly quizzes throughout the semester.
- Quizzes will consist of ten true/false questions about chapters in the textbook.
- Quizzes will not be timed.

**Quizzes are due bi-weekly and/or weekly by 11:59 pm but there may be additional quizzes throughout the week**.

**Weekly Assignments**

- You will have an several additional weekly assignments.
- These may be on the end of the chapter readings or to give me your research paper topics, working bibliography, etc.
- The specific directions will be listed in the syllabus as well as the learning modules. **These assignments are due bi-weekly and/or weekly by 11:59pm but there may be additional weekly assignments throughout the week.**

*Note:*

There may be other assignments that I have not listed, but generally, these are the kinds of work we will do this term.

 **Detailed Grading Formula:**

A cumulative average for grading is used in this course. The breakdown of assignment and corresponding average is listed below. The maximum value a student can earn in the different assignments. Please be aware that I do not round up. For example, if you have an 89.3 in the course, you will earn a B.

| | |
|---|---|
| **Exams x 2**: - 20% x 2= | 40% |
| **Final Project (Webpage)**<br><br>(This will be a combined score of all components required for the project: see the handout for various components) | 20% |
| **Professionalism** (Quizzes, discussion postings and other daily assignments. | 40% |
| **Total:** | 100% |

Grade Scale

A = 100 - 90

B = 89 - 80

C = 79 - 70

D = 69 - 60

F = 59 and below

You must complete all major assignments including the webpage and all exams in order to pass this class regardless of your final average.

**Tardiness Policy**:

Students are expected to complete work on time.

**Make-Up Policy**:

No late work is accepted. Deadlines are posted on the course syllabus. The State of Texas only accepts Military Service or Religious Holidays as excuses for missing a class, however since deadlines are presented in plenty of time, this does not excuse late work. Late work will receive a zero.

**Extra Credit:**

There will be no extra credit in the course. You may use your book and notes on quizzes and exams, therefore start earning the grade you want now.

**Attendance Policy**:

Make every effort to sign in each day. Students who have gone without signing in for one week are considered to have excessive absences.

There is a definite correlation between poor attendance and poor performance in class. If you have to miss signing in for a significant amount of time, contact me via telephone or email through Outlook. If you do not submit an assignment when it is due, you will receive a zero on the assignment, which cannot be

made- up. Please review the course syllabus for the due dates which are in bold. Do not schedule appointments, vacations, and other personal business on these dates. Per the State of Texas, the only acceptable absences are religious holidays and military service. Please see your college handbook for additional information regarding class attendance. Please be on time with assignments.

Lateness or failure to sign in may result in your inability to complete course assignments by their respective deadlines, which may result in being dropped from the course for lack of progress.

**Communicating with your instructor:**

All electronic communication with the instructor must be through your class in Outlook. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

***Student Learner Outcomes:***

Upon successful completion of this course, students will:

- Read, analyze, and critique philosophical texts.
- Define and appropriately use important terms such as relativism, virtue, duty, rights, utilitarianism, natural law, egoism, altruism, autonomy, and care ethics.

- Demonstrate knowledge of major arguments and problems in ethics.
- Present and discuss well-reasoned ethical positions in writing.
- Apply ethical concepts and principles to address moral concerns.
- Apply course material to various aspects of life.
- Discuss ways of living responsibility in a world where people have diverse ethical beliefs.

**General Education Core Objectives:** Students successfully completing this course will demonstrate competency in the following Core Objectives:

1. **Critical Thinking Skills:** Students will demonstrate creative thinking, innovation, and the ability to analyze, evaluate, and synthesize information.

2. **Communication Skills:** Develop, interpret, and express ideas through written, oral, and visual communication.

3. **Social Responsibility:** Students will demonstrate intercultural competence,

4. knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

5. **Personal Responsibility:** Evaluate choices and actions of others or one's own and relate consequences to ethical decision-making.

| Student Learner Outcome | Maps to Core Objective | Assessed via this Assignment |
|---|---|---|
| Read, analyze, and critique philosophical texts. | Critical Thinking Skills (CT) | Exam I |
| Define and appropriately use important terms such as relativism, virtue, duty, rights, utilitarianism, natural law, egoism, altruism, autonomy, and care ethics. | Critical Thinking Skills (CT) | Discussions |
| Demonstrate knowledge of major arguments and problems in ethics. | Critical Thinking Skills (CT) | Discussions Exam II |
| Present and discuss well- reasoned ethical positions in writing. | Communication Skills (CS1 Communication Skills (CS2 Communication Skills (CS3) | Ethics Project |
| Apply ethical concepts and principles to address moral concerns. | Critical Thinking Skills (CT) | Quizzes |
| Apply course material to various aspects of life. | Personal Responsibility (PR) | Ethics Project |
| Discuss ways of living responsibility in a world where people have diverse ethical beliefs. | Social Responsibility (SR) | Ethics Project |

**Academic Dishonesty**: Any incident of academic dishonesty will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams or any other assignment– is an extremely serious offense and will result in a grade of zero on that assignment and the student will be referred to the Office of Student Conduct for the appropriate discipline action. Any additional occurrence after the first instance of academic dishonesty will result in failure of the course.

**Plagiarism**

Writing your own exams and doing your own work is mandatory; submitting anyone else's writing or other work as your own constitutes fraud and is illegal. If you turn in a piece of writing which has been plagiarized from another writer (and this includes fellow students), you will receive a 0 (zero) for that assignment.

Possible referral to the Judicial Coordinator and other consequences are possible. College of the Mainland's definition of Academic Dishonesty and associated policies are available in the 2023-2024 Catalog or 2023-2024 Student Handbook in print form and online.

**HUMANITIES DEPARTMENT POLICY STATEMENT: PLAGIARISM**

Plagiarism is a form of academic dishonesty. To plagiarize is to steal the words or ideas of another and pass them off as one's own. Two forms of plagiarism are common. In the first form, the writer incorporates published or otherwise recorded material without properly acknowledging its sources. In the second form, the writer submits work actually done by someone else. (The student who allows his or her work to be used by others is also guilty.)

Any student who plagiarizes will receive a grade of "0" on his or her plagiarized work and may, as a result, receive a failing grade in the course. Ignorance will not be an acceptable defense: all students are responsible for familiarizing themselves with the rules of documentation.

Violation of the Plagiarism Policy may result in a referral to the College of the Mainland Judicial Coordinator or further disciplinary actions as stated in the current Student Handbook<http://www.com.edu/student-services/student-handbook.php>.

Note: All work submitted in College of the Mainland ENGL, HUMN or PHIL classes must conform to the documentation system established by the Modern Language Association (MLA). MLA documentation guidelines are distributed by your instructor, found in your textbook or on reserve in the library< http://library.com.edu/>. Documentation in SPCH classes is up to the individual instructor. It may be either MLA or APA style; check with your instructor and follow the appropriate system guidelines.

To document using the MLA system, you must provide an in-text parenthetical citation and a corresponding entry on a Works Cited page. "Source" may refer to published works (including material available from electronic/computer networks or databases), electronically broadcast programs, films, recordings, interviews, speeches, or lectures.

- You must document when you quote directly from another source.
- You must document when you paraphrase words from another source.
- You must document when you summarize ideas from another source.
- You must document when you use facts (statistics in a chart or graph, for example) or visual material from another source.

Link(s) to resource(s) about ways to avoid plagiarism: ***http://en.writecheck.com/ways-to-avoid-plagiarism/***

**AI Tools**
AI tools may be allowed under specific circumstances in this class. Whether or not these tools will be allowed for coursework will be indicated in the assignment. Further, the scope of such use will be delineated. The choice to employ such tools for your assignments is one your professors will make. Students are strongly advised to talk with the professor prior to using any AI tool for an assignment to determine what is allowed. Never assume that it is acceptable to generate your work using an AI tool, and always document any tools you are given permission to use. When an assignment calls for original research, analysis, and discussion, this means that students must perform the work on their own, without the use of research tools, paraphrasing tools, or AI text generators. If an assignment clearly states that AI tools are not allowed, or a tool is used inappropriately, such use may result in a failing grade on the assignment and a potential referral to the Dean of Students for further disciplinary action.

**Concerns/Questions Statement**: 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 Humanities Department Chair

Brian Anderson at (409) 933-8186 or banderson@com.edu.

**Tentative and Highly Flexible Schedule This course schedule is subject to change.**

**Week One: June 3 – June 9**

To familiarize yourself with the "classroom" environment. To get to know your cyber classmates. To read and understand philosophical terms associated with Ethics.

**Discussion posting #1 Introduction; Quiz #1 – The Syllabus due by Wednesday, June 5, by 11:59 pm**

What is morality? The branches of moral philosophy. Divine Command Theory Moral Reasoning, Valid argument forms, fallacies

Read Chapter 1 *What is Morality?* Read Chapter 2 *Moral Reasoning.* (These are introductory chapters)

**Discussion posting #2; Quiz #2 due by Sunday, June 9, by 11:59 pm**

**Week Two: June 10 – June 16**

Egoism, altruism, relativism, error theory, Read Chapter 3 *Skepticism about Morality* **Discussion posting #3, Quiz #3, Weekly Assignment #1 due by Sunday, June 16, by 11:59 pm.**

**Week Three: June 17 – June 23**

**Wednesday, June 19 – Juneteenth Holiday – College Closed**

Hedonism, desire satisfaction theory, autonomy, instrumental goods, intrinsically valuable. Read Chapter4 *The Good Life*

**Discussion posting #4, Quiz #4 due by Sunday, June 23, by 11:59 pm**


**Week Four: June 24 – June 30**

Consequentialism, utilitarianism, act and rule utilitarianism, the argument from injustice Read Chapter 5 *Consequentialism*

**Discussion posting #5, Quiz #5**

**Exam I Chapters 1 – 5 must be completed by Sunday, June 30, by 11:59 pm**


**Week Five: July 1 – July 7**

**Thursday, July 4 – 4ᵗʰ of July Holiday – College Closed**

Absolute moral rules, Categorical Imperative, Golden Rule, Hypothetical imperative, Maxim, Principle of humanity, Principle of universalizability

Read Chapter 6 *Kantian Ethics*

**Discussion posting #6, Weekly Assignment #2 due by Wednesday, July 3, by 11:59 pm.**

Social contract, state of nature, veil of ignorance, natural law, doctrine of double effect, Fitness, innate, moral agents

Read Chapter 7 *Social Contract Theory*

Read Chapter 8 *Natural Law*

**Discussion posting #7, Weekly assignment #3, Quiz #6 due by Sunday, July 7, by 11:59 pm**.


**Week Six: July 8 – July 14**

Absolute theories, Ethical pluralism, Monistic theories, Prima facie duty, Continence, Contradiction, Ethical pluralism, Moral exemplar, Virtue

Read Chapter9 *The Ethic of Prima Facie Duties*

Read Chapter 10 *Virtue Ethics*

**Discussion posting, Quiz #7, by Sunday, July 14, by 11:59 pm**


**Week Seven: July 15 – July 21**

Is it ever justifiable to take a human life? Consider the following chapters. Your weekly assignment will be on this particular topic. See chapter 12 *Abortion,* chapter 20 *The Death Penalty,* chapter 15 *Euthanasia.* You only have to refer to one chapter for this particular assignment.

Read Chapter9 *What are right actions? Constructing an Ethical Theory*

**Quiz #8, Discussion Posting, Weekly assignment #4 due by Wednesday, July 17, by 11:59 pm**

Read Chapter 11 *Feminist Ethics and the Ethics of Care* Ethics of care, Feminist ethics, partiality, supreme moral rule

**Quiz #9 due by Sunday, July 21, by 11:59 pm on Chapter 11**.

## Week Eight: July 22 – July 28

Anthropogenic, Artificial, Biocentric, Carbon sink, Climate change, Deforestation, Global warming, Greenhouse effect.

Read Chapter 14: *The Environment*

**Discussion posting, Quiz #10, weekly assignment #5 due by Wednesday, July 24, by 11:59 pm**
Anarchist, Conservative, Difference Principle, Distributive justice, Economic egalitarianism, economic inequality, estate tax, inheritance tax, level down, maximin principle, net worth, original position, wealth inequality.

Read Chapter 16 *Economic Justice and Economic Inequality*

**Discussion posting, Quiz #11 due by Sunday, July 28, by 11:59 pm.**


## Week Nine: July 29 – August 4

Ratchet effect, Reparations

Read Chapter 17 *Globalization and Immigration*

**Discussion posting #12, Quiz #12 by Wednesday, July 31, by 11:59 pm** Affirmative action, Compensation, Counterfactual question, De facto equality, De jure equality, Implicit bias, Internment camps, Jim Crow laws, Oppression.

Read Chapter 18 *The Legacy of Racism*

**Quiz #13, Ethics Project due – Be sure to follow the guidelines on the handout to ensure you have all parts present. No late projects will be accepted. Your project is due by Sunday, August 4, by 11:59 pm**.


## Week Ten: August 5 – August 8

**Be aware of deadlines this week. You will not have until Sunday to submit your Exam II.**

Weekly Assignment #5 – Your choice of the chapters we didn't cover. Choose One of the following chapters. Chapter 13 *Animals,* Chapter 21 *Drugs,* Chapter 22 *Genetic Engineering,* Chapter 23 *Sexual Morality.*

Complete assignment guidelines are listed in the learning module for this week.

**Your Weekly Assignment #6 is due by Wednesday, August 7, by 11:59 pm.**

**Three responses to your peers' projects are due by Wednesday, August 7, by 11:59 pm**

**Exam II must be completed by Thursday, August 8, by noon (12:00pm) Exam II covers Chapters 6-11, 14, 16-18**


### *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.<https://build.com.edu/uploads/sitecontent/files/student- services/Student_Handbook_2019-2020v5.pdf. *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.* https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019- 2020v5.pdf

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

**ADA Statemen ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact:
Kimberly Lachney, Student Accessibility Services Coordinator
Phone: 409-933-8919
Email: AccessibilityServices@com.edu
Location: COM Doyle Family Administration Building, Student Success Center

**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 5-week session is July 1. The last date to withdraw from the 10-week session is July 30. The last date to withdraw for the 2nd 5-week session is August 2.

**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. The last date of attendance should be documented for submission of an FN grade.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are 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.

**Resources to Help with Stress:**

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here https://www.com.edu/community-resource-center/. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at deanofstudents@com.edu or communityresources@com.edu.

**Nondiscrimination Statement:**
The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.

**Grading:**

Grades will be submitted weekly. Be aware that bigger assignments, such the research projects, will take longer to grade. I will reply in-depth to at least two discussion postings throughout the semester, in addition to using the provided rubric. Remember to be patient in concern to grades. You have at least four days to submit work, so as a courtesy give me at least that to return work.

**Student Responsibilities:**

- Keep up with the assignments.
- Take full responsibility for your work and the successful completion of it.
- Allow enough time each week to complete the assignments. Set aside the hours you would spend in class plus 1 ½ to 3 hours for "homework" for this class (6-9 hours per week total).
- Be aware of others' feelings. It is easy to react to a comment and send a reply quickly without thinking through the language and tone. In an online environment, responses are instantaneous, and we can't take them back once they are sent.
- Participate fully in the discussions and dialogue in the class. The more you put into the class, the more you will get out of it.
- Check your course and announcements several times a week. Always try to check it by Sunday night so that you'll be aware of any changes to assignments early in the week. I use the announcement function in Brightspace to communicate with you.
- Stay in touch with me and your cyber classmates. Use email to ask questions if you are uncertain about an assignment. No question is too basic. Ask a couple of classmates to be your "buddies."
- Be academically honest. Much of our learning during this course will be collaborative. You'll discuss ideas together in the Discussions and email one another with questions/ideas/ inspirations/gripes. This collaboration is crucial. However, you must, finally, do your own work. Students who submit plagiarized work are subject to the same penalties as those that apply to students in an on- campus course.

**Instructor responsibilities:**

- I will do my best to help students understand ethics.
- I will return work to students in a reasonable amount of time.
- I will consider each students work in an unbiased fashion.
- I will check my email at least 5 days a week.
- I will return email or voicemail messages ASAP. My goal is 24 hours or less.
- I will post assignments or changes in the schedule in a timely manner.
- I will provide additional explanations for all assignments whenever you request them.

**Format**

Any work that is submitted early through Brightspace without a proper extension: doc, docx, rtf will not be graded. Be sure to click on file, save as and choose an appropriate extension. Any work that cannot be opened will receive a 0 for the assignment. In addition, be sure to submit assignments through the appropriate place, such as discussions through discussion board, etc.

**Statement of Purpose**

The power to describe and to influence others through writing will take the form of reading and analyzing the primary readings in the textbook, class discussions, and research. The knowledge about effective writing gained will be useful to students not only in the rest of their academic careers but also in their professional careers when they graduate. In addition, critical thinking is instrumental to a successful career outside of academia and this will be gained in this class through dealing with ethical issues and determining that there are instances of right and wrong behavior. Thus, this is a student learner class where the instructor guides the students through the material as well as helps the learners engage with the material.

**Tutoring Center**

The Tutoring Center provides free tutoring services to students, staff and faculty seeking assistance for writing, reading and oral presentations for academic and non-academic assignments/projects. Located in the Industrial Careers Building, Room 109, the center provides face-to-face and online tutoring sessions in a welcoming environment.

Appointments can be made in person, or on the center scheduler at com.mywconline.com, or by clicking the Tutoring center icon on the COM website.

**Technical Outage Issues**

If you have a Brightspace issue, click on the sidebar on the left-hand side of the course. Fill out a support ticket. Educational Technology will determine if it is a Brightspace error. If it is a Brightspace error or server error and deemed as such, you will be allowed to make up a quiz. If not, you will not be allowed to make it up. Please do not email me to reset your quiz.