**Dutchess Community College**

**Syllabus**

**Introduction to Psychology: PSY 111**

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**Assistant Professor C. Greenan** **Credits:** 3 credits

**Office:** Hudson-403 **Session:** Spring 2019

**Office Hours:** **Telephone:** (845) 431- 8343

Mon 1-2pm

Tues 11:30-1:30pm **Email:** Wed 1-2pm Greenan@sunydutchess.edu

\*This is the best way to contact me

aside from my office hours.

**Required Text:** Psychology In Action, 11th Ed. Karen Huffman, Wiley Publishing.

**I. Course Description:** Emphasis in this course is on major aspects of human behavior and it’s adaptation to the environment. Topics include learning, motivation, emotional behavior, maturation, personality, behavior disorders and therapies.

This course is designed to give you some insight into behavior. I am fascinated with Psychology and hope that you will also become interested in the subject as well.

**II. Grading Breakdown:**

In class work/homework/quizzes: 40%

Exams: 45%

Participation/Attendance: 15%

**1. Participation/Attendance:** This pertains to both attendance and *participation.*

**Attendance** is mandatory and failure to attend class, for the full class period, can adversely affect your grade. \*In the event of an absence, please take responsibility to find out what you have missed **from another student.** Lecture/class notes are crucial in this course. Also keep in mind that *excused* absences still count. Please be on time to class. I reserve the right to count lateness or leaving early as an absence.

**Participation** regards involvement in class discussions and illustrated knowledge of the relative text chapters.This is a significant part of your grade; it is up to you to show me that you are doing the reading and learning the material. Discussions are a large part of this class. It is important to maintain an atmosphere of respect in the classroom. Therefore it is required that each student extends respect to others regardless of personal opinion**.** I reserve the right to decrease/increase your participation grade according to your conduct, quality and substance of your participation.

\* Please make sure cell phones are turned off or on the **silent** mode during class. No laptops. **No text messaging or earbuds/phones**. I understand that we all have a lot going on and that we are addicted to texting but it is very distracting. Please put all technological devices away before the start of class. Students who are inconsiderate or disruptive will be asked to leave.

**2.** **Tests:** There will be 5 exams given that cover material from the text, lecture and any other supporting materials used. Each exam typically covers two chapters. The exams may be multiple choice, short answer and/or essay questions. **There are no make-up exams.** The lowest grade will be dropped at the end of the semester. This affords you the opportunity to have your lowest test grade dropped OR miss an exam in case of an emergency.

**3. Reading:** This class requires an extensive amount of reading. We will typically move at the rate of one chapter per week. You will be responsible for having read each chapter on the day we discuss that chapter in class as listed on your course outline. In addition, you will be required to read supplemental handouts as given. By staying on top of the reading you will greatly enhance your success in this course.

**4. In Class work/Homework/Quizzes:** This may take the form of a short essay, reaction paragraph, quiz or group work, for example. The goal is to allow you to translate what you’re reading into real world applications. Assignments are typically unannounced and cannot be made up.

**5. Extra Credit:** Throughout the semester the college offers a series of lyceums and presentations that are fascinating, educational and free! By attending one of these and writing up a 1-1.5 page typed & double spaced essay, you can earn extra credit. The essay can include a summary and/or reaction to the presentation. The presentations do **not** have to be psychology related. The value of the extra credit is up to three points on an exam. Please do not approach me at the end of the semester asking for extra credit as this opportunity is available to you throughout the semester.

1. Attend the educational presentation
2. Write up the essay
3. Turn it into me
4. At the end of the semester the points will be added to your test grade (s).

**III.** **Blackboard:** Course documents such as the syllabus, any handouts, student grades and any announcements may be available on blackboard.You will also have to access Angel for some of your assignments. If you do not have a computer, you can use the DCC library.

**IV. Contacting Me:** Please feel free to approach me with any questions or issues you may have regarding the course.

* To see me in-person you can speak to me after class or during my office hours. If that doesn’t work I’d be happy to schedule a time for us to talk.
* Email: aside from in-person, this is the best way to reach me as I check my email throughout the day. **If your email requires a response and you don’t hear from me within 24-36 hours, please resend the email.**
  + Please include your full name, course and class day & time in your email. For example, Jill Smith, PSY 111, MWF 11am.
  + Please include a greeting and ending in your email. For example, “Dear Professor” and “Sincerely, Jill.”
* Phone: This is the slowest way to reach me unless it’s during my office hours. If you leave a message please be sure to include your class day and time.

**V. Amount of Work Outside of Class:** SUNY standards require a minimum of 2 hours of study for each hour spent in the classroom. Students can expect to spend 6 hours a week studying and preparing for this class.

**VI. Academic Honesty**

Academic dishonesty includes, but is not limited to, the following:

1. Cheating on examinations

2. Plagiarism, the representation of another’s ideas or writing as one’s own, including but not limited to:

a. presenting all or part of another person’s published work as something one has written;

b. paraphrasing or summarizing another’s writing without proper acknowledgement;

c. representing another’s artistic or technical work or creation as one’s own.

3. Willingly collaborating with others in any of the above actions which result(s) in work being submitted which is not the student’s own.

4. Stealing examinations, falsifying academic records and other such offenses.

5. Submitting work previously presented in another course without permission of instructor.

6. Unauthorized duplication of computer software.

7. Unauthorized use of copyrighted or published material.

If, based on substantial evidence, an instructor deems that a student is guilty of academic dishonesty, the instructor may initiate disciplinary action.

1. The instructor may require that the student repeat the assignment or examination, or

2. The instructor may give the student a failing grade for the assignment or examination, or

3. The instructor may give the student a failing grade for the course.

4. Additionally, the instructor may require that the student receive counseling on academic honesty through the Office of the Dean of Student Services.

**VII. Grading System:** The following grading system is used at Dutchess Community College:

The following grading system is used at Dutchess Community College (effective fall 1999):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Grade** |  | **Quality** | **Grade Points** | **Numerical Equivalent** |
| **A** |  | **Excellent** | 4.00 | 93-100 |
| **A-** |  |  | 3.67 | 90-92 |
| **B+** |  |  | 3.33 | 87-89 |
| **B** |  | **Good/Above Average** | 3.00 | 83-86 |
| **B-** |  |  | 2.67 | 80-82 |
| **C+** |  |  | 2.33 | 77-79 |
| **C** |  | **Satisfactory/Average** | 2.00 | 70-76 |
| **D** |  | **Acceptable** but below graduation standards. If received in a prerequisite course, the student may not qualify for the next course in sequence. | 1.00 | 60-69 |
| **F** |  | **Failing** | 0.00 | 0-59 |

**VIII.** **Academic Accommodations:** Dutchess Community College makes reasonable accommodations for students with documented disabilities. Students requesting accommodations must first register with the Office of Accommodative Services (OAS) to verify their eligibility. After documentation review and meeting with the student, OAS staff will provide eligible students with accommodation letters for their professors. Students must obtain a new letter each semester and discuss their accommodation plan with their instructors as soon as possible to ensure timely accommodations. The Office of Accommodative Services is located in the Orcutt Student Services Building, Room 201, phone # (845)-431-8055.

**IX. Title IX**

Dutchess Community College is committed to maintaining a positive campus climate and will not tolerate any form of sexual harassment including sexual assault, sexual violence, and sexual misconduct. It is the responsibility and obligation of all members of the College community to report and/or to assist others in reporting incidents of sexual harassment.

Please direct all Inquiries and reports related to sexual harassment and sexual violence to:

Title IX Coordinator: Esther Couret, Director of Human Resources

Dutchess Community College, Bowne Hall, Room 220

53 Pendell Road, Poughkeepsie, NY 12601

(845) 431-8673 esther.couret@sunydutchess.edu

For information regarding the DCC sexual harassment and sexual violence policy and resources go to: https://dutchess.open.suny.edu/webapps/portal/execute/tabs/tabAction?tab\_tab\_group\_id=\_1\_1

For anonymous reports go to Share at DCC: https://www2.sunydutchess.edu/cgi-bin/share-at-dcc/index.php

**Tips for Doing Well in this Course:**

* Come to class & be on time
* If you have to miss a class, take responsibility for missing the class and get missed information from another student
* No texting in class
* Stay engaged during the entire class period
* Complete all homework on time
* Pay attention in class
* No texting in class
* Do the reading
* Participate: share your ideas; ask questions; make comments, etc
* Complete the work: tests, paper and assignments on time.
* No texting in class

**Please come see me if you begin to have trouble. I’m here to help you.**

Please note, although hard work, diligence and attendance are essential to doing well in the course, this alone is not enough. You must show that you meet the goals and learning objectives of this course.

**I look forward to a fun and enriching semester with you!**