



SYLLABUS

Course Prefix: KINE 1330, Course Title: Foundations of Kinesiology
Spring Semester 2024
Department of Health & Kinesiology College of Education

General Course Information

| Information Item | Information | |
|----------------------|---|--|
| Instructor: | DAVID BARNES | |
| Section # and CRN: | Z05-23536 | |
| Office Location: | Online | |
| Office Phone : | | |
| Email Address: | debarnes@pvamu.edu | |
| Office Hours: | MTWR 9-3:00 p.m. | |
| Mode of Instruction: | Asynchronous Online | |
| Course Location: | Canvas Portal | |
| Class Days & Times: | | |
| Catalog Description: | Instruction is offered at beginning levels with emphasis on mechanical principles that regulate human movement, how to analyze movement and how to create the efficient movements possible to increase structure of the human body. | |
| Prerequisites: | None | |
| Co-requisites: | N/A | |
| Required Text(s): | Foundations of Kinesiology, Oglesby, Henige, McLaughlin & Stillwell; Jones & Bartlett Learning. ISBN978-1284-03485-1 | |
| Recommended Text(s): | N/A | |
| Remind code | @66ec4k Send text to 81010 | |

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General Course Information Table

Student Learning Outcomes:

| Upon successful completion of this course, students will be able to: | Program Learning Outcome Alignment | Core Curriculum Outcome Alignment | Shape Standards |
|---|------------------------------------|-----------------------------------|--------------------|
| 1. Prepared students for the teaching profession and the professional world who are problem solvers, critical thinkers. | SLO#1 | CT | Std. #1 Std. #2 |
| 2. Prepare students for professional world, human diversity, and global awareness. | SLO#1 | CT, PR | Std.#4 |
| 3. Demonstrate the ability to use effective communication skills | SLO#1 | Comm. | Std.#4 |
| 4. Select resources to provide active and equitable learning experiences | SLO#5 | Comm./SR/ PR | Std.#1 Std.#5 |
| | | | |
| | | | |

CT – Critical Thinking TW - Teamwork C Communication SR: Social Responsibility PR: Personal Responsibility

Student Learning Outcomes Table

Major Course Requirements

Method of Determining Final Course Grade

| Course Grade Requirement | Value | Total |
|--|------------|------------|
| 1. Introduction | 1 | 3` |
| 2. TYK Q & A's | 1 | 12 |
| 3. Career philosophy/resume/cover letter | 2 | 10 |
| 4. Dosomething.org virtual community service | 2 | 15 |
| 5. Exam I | 1 | 20 |
| 6. Exam II | 1 | 20 |
| 7.Final Exam | 1 | 20 |
| Total: | 100 | 100 |

Course Grade Requirement Table

Grading Criteria and Conversion:

A = 90- 100%

B = 89-80

C = 79-70

D = 69-60 F = 59 or below

Detailed Description of Major Assignments:

| Assignment Title or Grade Requirement | Description |
|--|---|
| 1 Introduction | Video introduction to the course covering essential information in field of Kinesiology, the History, Healthy living and career fields, |
| 2.TYK -Q & A | Examine the basic knowledge and essential skills needed by kinesiology professionals. |
| 3. Philosophy/Resume/ Cvlttr | Examine the philosophies of Kinesiology |
| 4.Virtual Community Service | Choose a campaign to make an impact (Dosomething.org) |
| 5.Exam I | Module I Kinesiology: Its Fundamentals and Paradoxes |
| 6. Exam II | Module II Pillars of the Discipline: Kinesiology subdisciplines |
| 7. Exam III (Final) | Comprehensive: Integration of the Pillars |

Detailed Description of Major Assignments Table

Course Procedures or Additional Instructor Policies

House Bill 2504 does allow candidates the choice not to purchase the class textbooks, however; candidates are responsible for all material covered in the text. Candidates have the choice of using alternative methods to access textbook information (internet websites, books on reserve in the library, etc.). Candidates are required and held accountable to complete all assignments as noted in the syllabus.

Taskstream

Taskstream is a tool that Prairie View A&M University uses for assessment purposes. One of your assignments may be required to be submitted as an "artifact," an item of coursework that serves as evidence that course objectives are met. If applicable, more information will be provided during the semester by your department, but for general information, you can visit Taskstream via the link in eCourses.

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Taskstream is a tool that Prairie View A&M University uses for assessment purposes. At least one of your assignments may be REQUIRED to be submitted as an "artifact," an item of coursework that serves as evidence that course objectives are met. More information will be provided during the semester, but for general information, you can visit Taskstream via the link in E-Courses.

Submission of Assignments:

Assignments, Papers, Exercises, and Projects are to be distributed and submitted through your online Canvas course Portal via **text entry format only** unless instructed by the instructor.

Documents submitted in any other format will result in a zero (0) for that assignment, per candidate not following instructions. Candidates are responsible and expected to attend each class, contribute to class activities and or discussions. Candidates should complete all assignments before their expected due dates time. It is the responsibility of the candidate to make sure they can log on and submit work to the Canvas portal. **NO LATE WORK WILL BE ALLOWED** unless underdocumented emergencies (See Student Handbook)

Formatting Documents:

Microsoft Word is the standard word processing tool used at PVAMU. If you're using other word processors, be sure to use the "save as" tool and save the document in either the Microsoft Word, Rich-Text, or plain text format. **Exam Policy:** Exams should be taken as scheduled. **No makeup examinations will be allowed** except under documented emergencies. (See Student Handbook). Once exams are administered, candidates are not allowed to exit the test area unless they are turning in exams.

Technology F2F only

- ◆ Cell phone usage is **strictly prohibited** during class and must be turned off, placed on vibrate, or in some other silencing mode such as "airplane mode" or "do not disturb".
- ◆ For All in-class exams/ assignments, cell phones, smartwatches, earbud usage is strictly prohibited during exams, and failure to comply will result in a failing mark.
- ◆ Other electronic devices (laptop, iPad, tablet, etc.) usage should be limited to the relevance of the class during class time, such as note-taking or instructor-guided in-class activities.
- ◆ **Any perceived misuse of electronic devices and/or excessive use, will result in overall course point deductions of five (5) points per incident.**

Communication

- ◆ Course updates will also be posted via PVAMU Canvas portal -- **be sure to check before attending class.**
- ◆ **Remind will also be used to communicate with students. Class code::** see above
- ◆ *All e-mails should address the instructor with proper greetings and subject titles, use correct grammar and spelling, complete sentences, proper punctuation, and be written in a respectful tone. Otherwise, no response may be warranted. E-mails will usually have a response within two (2) business days.*

Assignment Feedback Policy:

Please allow 1 week for TYK Q &A grades to be updated in the gradebook and Feedback Responses to assignment submission. Project assignments may take an additional week to complete.

Semester Calendar

| <i>Week</i> | <i>Description</i> |
|---------------------------------|---|
| <i>Week One:</i> | <i>[Course overview, Flipgrid Interactive Introductions]</i> |
| <i>Topic Description</i> | <i>Fundamentals and Paradoxes</i> |

| | |
|-----------------------------|--|
| Readings: | (pp 3-17) Identify paradoxes in Kinesiology |
| Assignment (s): | |
| Week Two: | |
| Topic Description | Pathways to the Pillars |
| Readings: | (pp. 17-40) Popularity of Kinesiology as a college major |
| Assignment (s): | TYK (I) due - see canvas portal/ Visit/ join - Dosomething.org virtual community service |
| Week Three: | |
| Topic Description | History of Kinesiology |
| Readings: | (pp.41-52) Importance of context an historical |
| change Assignment (s): | online presentation - Developing Resume/Cover letter |
| Week Four: | Exam I chp.1-3 / |
| Topic Description | Exercise and Sports Psychology |
| Readings: | (pp. 91-118) Define sport psychology & the evolution of the |
| field Assignment (s): | |
| Week Five: | |
| Topic Description | Motor Behavior |
| Readings: | (pp. 141-154) General scope of the field of motor behavior |
| Assignment (s): Week | TYK II - see canvas portal |
| Six: | |
| Topic Description | Philosophy of Kinesiology |
| Readings: | (pp. 155-178) Philosophy of Kinesiology & it methods |
| Assignment (s): | |
| Week Seven: | |
| Topic Description | Sport Pedagogy and Physical Activity |
| Readings: | (pp. 179-204) Outline the history of the physical education profession |
| Assignment (s): Week | Review |
| Eight: | |
| Topic Description | Exam II chp 5-9/ |
| Assignment | |
| Week Nine: | |
| Topic Description | Sociology of Sports, Exercise, and physical Activity |
| Reading: | (pp. 205 -230) General scope of the field of sociology of sport |
| Assignment (s): Week | Life Philosophy/Resume, cover letter due |
| Ten: | |
| Topic Description | Adapted Physical Activity |
| Readings: | (pp. 127-145) Two main roots of APA |
| Assignment (s): | |
| Week Eleven: | |
| Topic Description: | sports management |
| Readings: | (pp. 261-282) Impact of the sports industry |
| Assignment (s): | TYK III due 11/15 see canvas porta |

Week Twelve:

Topic Description **Healthy Living**

Readings: Assignments: (pp. 285-302) SMART components of good exercise goals

Week Thirteen:

Topic Description

Diversity Sports as Welcoming Space

Readings:

(pp. 343-370) Sports & good relations in the community

Assignment (s):

Dosomething.org Virtual community service hrs./paper due

Week Fourteen:

Topic Description

Promoting Excellence

Readings:

(pp. 371-390) Factors that contribute to excellence

Week Fifteen:

Topic Description

Review

Readings:

Comprehensive

Assignment (s):

TYK IV

Week Sixteen:

Topic Description

Final Exam (Comprehensive) *Readings:*

Motor development across a lifespan Assignment (s):

Description of course assignments: It is the responsibility of the student to know if there are any changes regarding due dates or assignments. Please make sure you are checking canvas daily for any updates. Note: As the instructor, I may change the following assignments as necessary to meet the needs of the class. The syllabus is considered a tentative document and may be changed or updated without notice at the discretion of the instructor. The instructor reserves the right to drop any assignments, quizzes, exams etc. to the syllabus.

Student Support and Success

John B. Coleman Library

The John B. Coleman Library's mission is to enhance the scholarly pursuit of knowledge, to foster intellectual curiosity, and to promote life-long learning and research through our innovative services, resources, and cultural programs, which support the Prairie View A&M University's global mission of teaching, service, and research. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. Website: <https://www.pvamu.edu/library/>; Phone: 936-261-1500

Academic Advising Services

Academic Advising Services offers students a variety of services that contributes to student success and leads towards graduation. We assist students with understanding university policies and procedures that affect academic progress. We support the early alert program to help students get connected to success early in the semester. We help refer students to the appropriate academic support services when they are unsure of the best resource for their needs. Faculty advisors support some students in their respective colleges. Your faculty advisor can be identified in PantherTracks. Advisors with Academic Advising Services are available to all students. We are located across campus. Find your advisor's location by academic major at www.pvamu.edu/advising. Phone: 936-261-5911 **The**

University Tutoring Center

The University Tutoring Center (UTC) offers free tutoring and academic support to all registered PVAMU students. The mission of the UTC is to help provide a solid academic foundation that enables students to become confident, capable, independent learners. Competent and caring staff and peer tutors guide students in identifying, acquiring, and enhancing the knowledge, skills, and attitudes needed to reach their desired goals. Tutoring and academic support are offered face-to-face in the UTC, in virtual face-to-face sessions (<https://www.pvamu.edu/student-success/sass/university-tutoring-center/>), and through online sessions (<https://www.pvamu.edu/pvplace/>). Other support services available for students include Supplemental Instruction, Study Break, Academic Success Workshops, and Algebra Study Jam. Location: J. B. Coleman Library, Rm. 307; Phone: 936-261-1561; Email: pvtutoring@pvamu.edu; Website: <https://www.pvamu.edu/student-success/sass/university-tutoring-center/> **Writing Center**

The Writing Center provides well-trained peer tutors to assist students with writing assignments at any stage of the writing process. Tutors help students with various writing tasks from understanding assignments, brainstorming, drafting, revising, editing, researching, and integrating sources. Students have free access to Grammarly online writing assistance. Grammarly is an automated proofreading and plagiarism detection tool. Students must register for Grammarly by using their student email address. In addition, students have access to face-to-face and virtual tutoring services either asynchronously via email or synchronously via Zoom. Location: J. B. Coleman Library, Rm. 209; Phone: 936-261-3724; Website: <https://www.pvamu.edu/student-success/writing-center/>; Grammarly Registration: <https://www.grammarly.com/enterprise/signup>

Academic Early Alert

Academic Early Alert is a proactive system of communication and collaboration between faculty, academic advisors, and PVAMU students that is designed to support student success by promptly identifying issues and allowing for intervention. Academic Early Alerts help students by providing a central location to schedule advising appointments, view advisor contact information, and request assistance. Students who recognize that they have a problem that is negatively affecting their academic performance or ability to continue school may self-refer an Academic Early Alert.

To do so, students will log in to PV Place and click on Academic Early Alert on the left sidebar. Phone: 936-261-5902; Website: <https://www.pvamu.edu/student-success/early-alert/>

Student Counseling Services

The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and assists students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law. Location: Hobart Taylor, 2nd floor; Phone: 936-261-3564; Website: <https://www.pvamu.edu/healthservices/student-counseling-services/> **Office of Testing Services**

Testing Services serves to create opportunities by offering a suite of exams that aid in the students' academic and professional success. Currently, we administer entrance (HESI A2), college readiness (TSI assessment), Prior Learning (CLEP, DSST), and proctored exams. Location: Wilhelmina Delco, 3rd Floor, Rm. 305; Phone: 936-261-3627; Email: aetesting@pvamu.edu; Website: www.pvamu.edu/testing

Office of Diagnostic Testing and Disability Services

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, contact the Office of Disability Services. As a federally mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hard and software, adapted furniture, proctoring nonstandardized test administrations, ASL interpreters, ALDs, digital recorders, Livescribe, and a comprehensive referral network across campus and the broader community. Location: Hobart Taylor, Rm. 1D128; Phone: 936-261-3583; Website: <https://www.pvamu.edu/disabilityservices/>

Center for Instructional Innovation and Technology Services (CIITS)

Distance Learning, also referred to as Distance Education, is the employment of alternative instructional delivery methods to extend programs and services to persons unable to attend college in the traditional manner. The Center for Instructional Innovation and Technology Services (CIITS) supports student learning through online, hybrid, webassist, and 2-way video course delivery. For more details and contact information, visit: <https://www.pvamu.edu/dlearning/distance-learning-2-2/students-2/>; Phone: 936-261-3283 **Veteran Affairs**

Veterans Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall, Rm. 102; Phone: 936-261-3563; Website: <https://www.pvamu.edu/sa/departments/veteranaffairs/>

Office for Student Engagement

The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development, and campus governance. Location: Memorial Student Center, Rm. 221; Phone: 936-261-1340; Website: <https://www.pvamu.edu/studentengagement/> **Career Services**

Career Services supports students through professional development, career readiness, and placement and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston

Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Anderson Hall, 2nd floor; Phone: 936-261-3570; Website: <https://www.pvamu.edu/careerservices/>

University Rules and Procedures

Academic Misconduct

Academic dishonesty is defined as any form of cheating or dishonesty that has the effect or intent of interfering with any academic exercise or fair evaluation of a student's performance. The college faculty can provide additional information, particularly related to a specific course, laboratory, or assignment.

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with the University Administrative Guidelines on Academic Integrity, which can be found on the Academic Integrity webpage. Students who engage in academic misconduct are subject to university disciplinary procedures. As listed in the University Administrative Guidelines on Academic Integrity, the University Online Catalog, and the Student Code of Conduct, the following are examples of prohibited conduct. This list is not designed to be all-inclusive

or exhaustive. In addition to academic sanctions, any student found to have committed academic misconduct that is also a violation of criminal law may also be subject to disciplinary review and action by the Office of Student Conduct (as outlined in the Student Code of Conduct).

Forms of Academic Dishonesty:

1. Cheating: Deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not learned, giving or receiving aid unauthorized by the instructor on assignments or examinations. Examples: unauthorized use of notes for a test; using a "cheat sheet" on a quiz or exam; any alteration made on a graded test or exam which is then resubmitted to the teacher;
2. Plagiarism: Careless or deliberate use of the work or the ideas of another; representation of another's work, words, ideas, or data as your own without permission or appropriate acknowledgment. Examples: copying another's paper or answers, failure to identify information or essays from the internet and submitting or representing it as your own; submitting an assignment which has been partially or wholly done by another and claiming it as yours; not properly acknowledging a source which has been summarized or paraphrased in your work; failure to acknowledge the use of another's words with quotation marks;
3. Collusion: When more than one student or person contributes to a piece of work that is submitted as the work of an individual;
4. Conspiracy: Agreeing with one or more persons to commit an act of academic/scholastic dishonesty; and
5. Multiple Submission: Submission of work from one course to satisfy a requirement in another course without explicit permission. Example: using a paper prepared and graded for credit in one course to fulfill a requirement and receive credit in a different course.

Nonacademic Misconduct

The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive

behavior may be subject to disciplinary action. The Office of Student Conduct will adjudicate such incidents under nonacademic procedures.

Sexual Misconduct

Sexual harassment of students and employees at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating the university's sexual harassment policy will be subject to disciplinary action. In accordance with the Texas A&M University System guidelines, your instructor is obligated to report to the Office of Title IX Compliance (titleixteam@pvamu.edu) any instance of sexual misconduct involving a student, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which the instructor becomes aware during this course through writing, discussion, or personal disclosure. The faculty and staff of PVAMU actively strive to provide a learning, working, and living environment that promotes respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like assistance or have questions, they may contact the Title IX Coordinator at 936-261-2144 or titleixteam@pvamu.edu. More information can be found at www.pvamu.edu/titleix, including confidential resources available on campus.

Protections and Accommodations for Pregnant and Parenting Students

The U.S. Department of Education's Office for Civil Rights (OCR) enforces, among other statutes, Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex, sexual orientation, and gender identity in education programs or activities that receive federal financial assistance. This protection includes those who may be pregnant and parenting. Title IX states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Students seeking accommodations related to pregnancy or parenting should contact the Office of Title IX for information, resources, and support at titleixteam@pvamu.edu. Additional information and/or support may be provided by the Office of Disability Services or the Office of the Dean of Students.

Non-Discrimination Statement

Prairie View A&M University does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or gender identity in its programs and activities. The University is committed to supporting students and complying with The Texas A&M University System nondiscrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of discrimination or harassment, we encourage you to report it. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Director of Equal Opportunity & Diversity has been designated to handle inquiries regarding the non-discrimination policies and can be reached at Harrington Science Building, Suite 109 or by phone at 936-261-1744 or 1792.

Class Attendance Policy (See the University Online Catalog for Full Attendance Policy)

Prairie View A&M University requires regular class attendance. Attending all classes supports the full academic development of each learner, whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or the internet. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in the assignment of a grade of "F." Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.

Student Academic Appeals Process

Authority and responsibility for assigning grades to students rest with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the University Online Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

Technical Considerations

Minimum Recommended Hardware and Software:

- Intel PC or Laptop with Windows 10 or later version; Mac with OS High Sierra*
- Smartphone or iPad/Tablet with Wi-Fi*
- High-speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15" monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software, Keyboard & mouse
- Most current version of Google Chrome, Safari, or Firefox

Note: Be sure to enable Java & pop-ups in the Web browser preferences

* Smartphones, Google Chrome books, and Android tablets may not be supported. iPads are the only tablets supported.

Participants should have a basic proficiency of the following computer skills:

- Sending and receiving email
- A working knowledge of the Internet
- Microsoft Word (or a program convertible to Word)
- Acrobat PDF Reader
- Windows or Mac OS
- Video conferencing software

Netiquette (online etiquette)

Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussion boards. Foul or abusive language will not be tolerated. Do not use ALL CAPS for communicating to others AS IT CAN BE INTERPRETED AS YELLING. Avoid slang terms such as "wassup?" and texting abbreviations such as "u" instead of "you." Limit and possibly avoid the use of emoticons. Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post, and the message might be taken seriously or sound offensive.

Video Conferencing Etiquette

When using Zoom, WebEx, or other video conferencing tools, confirm the visible area is tidy, clear of background clutter, inappropriate or offensive posters, and other distractions. Ensure you dress appropriately and avoid using high traffic or noisy areas. Stay muted when you are not speaking and avoid eating/drinking during the session. Before the class session begins, test audio, video, and lighting to alleviate technology issues.

Technical Support Students should go to <https://mypassword.pvamu.edu/> if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Center for Instructional Innovation and Technology Services at 936-261-3283 or email ciits@pvamu.edu.

Communication Expectations and Standards

Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

Discussion Requirement

Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can occur in a seminar fashion. The use of the discussion board will accomplish this. The instructor will determine the exact use of discussion boards.

It is strongly suggested that students type their discussion postings in a word processing application such as Word and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, copy and paste to the discussion board.

COVID-19 Campus Safety Measures [NOTE: section will be deleted when the COVID-19 pandemic is over]

To promote public safety and protect students, faculty, and staff during the coronavirus pandemic, PVAMU has adopted policies and practices to limit virus transmission.

- **Self-reporting** – Students who test positive for COVID-19 are required to report their positive test results within 48 hours using the PVAMU Self-Reporting Form. Proof of off-campus and self-administered home test results must be sent to covid-19@pvamu.edu. Proof for self-administered home test is a picture of the test with a photo ID in the same photo.
- **Self-monitoring** – Students should follow public health guidance to help slow the spread of the virus, including being vaccinated. Students who have a fever or exhibit symptoms of COVID-19 should not participate in face-to-face instruction.
- **Face Coverings** – Face coverings (KN-95, surgical mask, etc.) are highly recommended in classrooms, teaching laboratories, common spaces such as lobbies and hallways, public study spaces, libraries, academic resource and support offices, and outdoor spaces where 6 feet of physical distancing is challenging to maintain reliably.
- **Physical Distancing** – Physical distancing should be maintained between students, instructors, and others in course and course-related activities where possible.

- **Personal Illness and Quarantine** – Students required to quarantine are to participate in courses and course-related activities remotely and must not attend face-to-face course activities. Communication with the student’s instructor for remote support will take place by the Office of the Assistant Vice President for Academic Engagement and Success. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities. Students experiencing personal injury or illness that is too severe for the student to attend class may qualify for an excused absence. To receive an excused absence, students must provide appropriate documentation to the Office for Student Conduct, studentconduct@pvamu.edu.
- **Questions** – For answers regarding COVID-19 policies and/or procedures, students should refer to www.pvamu.edu/coronavirus or email covid-19@pvamu.edu.

**New University Policies and
Regulations**

***Effective Fall 2011**

New Policy: Withdrawal from the University (Undergraduates Only):

When an **Undergraduate** student withdraws from all classes...

A registration hold will be placed on the student's record.
Consultation with the respective department for advisement is REQUIRED to have hold lifted to allow future registration at the University.

New Policy: +/-Transfer Grades Regulation (Undergraduate and Graduate):

The + and/or- **WILL NOT** be considered in the evaluation. *The grade transferred will report as grade earned, for example C- will transfer as a C.*

This regulation **IS NOT** retroactive.

This regulation applies only to courses that are being reviewed for transfer credit effective fall 2011.

Grade Replacement Regulation (Undergraduate Students Only):

Students will have the option to replace up to 12 semester credit hours of courses where a C, D or F is earned in a course, effective with courses taken fall 2011.

Students would have to request to replace the course by the Census Date (1st class date) of the following semester.

Grades repeated but not replaced will be averaged in the cumulative grade point average.

Administrative Drop (All Students):

Students who do not attend "at least one day" of class by tenth class day will be administratively dropped from that course. **PLEASE NOTE THIS MAY AFFECT THE FINANCIAL AID AWARD.**

If a student is subsequently dropped from **ALL** of their courses; they will automatically be **WITHDRAWN** from the university.

Students will be notified of their Administrative Drop via email.

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QUESTIONS OR CONCERNS, PLEASE CONTACT THE OFFICE FOR ACADEMIC AFFAIRS AT (936) 2612175 OR THE REGISTRAR'S OFFICE AT (936)261-1049.