San José State University
College of Science / Department of Biology
Biology 54, Human Understanding, Fall 2022

### August 19 – December 8, 2022

### 100% Online Asynchronous/ No Zoom or On Campus Meetings

# Course and Contact Information

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| --- | --- |
| **Instructor:** | Dr. Mary Poffenroth |
| **Office Location:** | DH447/ Online |
| **Telephone:** | 408-924-4831 (email is best as I rarely check my VM on my office phone) |
| **Email:** | Please refer to me as Ins. Poffenroth. mary.poffenroth@sjsu.edu It is best to email me any questions or concerns. For email, **I will respond within 2 business days.** Please do not expect a response late at night or on weekends.  |
| **Office Hours:** | Monday 11:00 am to 3:00 pm Online or by appointment. We can meet via Zoom, Skype, or FaceTime. Please email for a link to open timeslots.  |
| **Class Days/Time:** | Online, Asynchronous |
| **Classroom:** | Online, Asynchronous |
| **GE/SJSU Studies Category:**  | Area E  |

*Read the entire syllabus, as it is a contract between you and your instructor.*

*Your continued enrollment in this course implies that you agree to all terms in this contract.*

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# Class Policies

## This is a technology Intensive, Asynchronous Online Course with No Required Zoom Meetings

This course is delivered online through Canvas and Canvas. Success in the course requires active participation by logging in multiple times a week for updates, completing assignments, taking quizzes, reviewing lectures, and participating in discussions.

## This Class Is Not Self-Paced

You will have deadlines, and they will not be adjusted unless there is an issue that affects the entire class. Online classes, although more convenient for lecture attendance than in-person, are still as rigorous. If you cannot meet the demands and timing of the course, as set forth in the schedule, please consider taking a different course that will best support your needs.

**Since you may complete all homework any time before the deadline, no late homework will be accepted.** For all electronic assignments, do not wait until the last minute to submit. No extensions will be given for user error or unreliable internet connections.

## Communication

### Email / Canvas Direct Messages

You may email me at Mary.Poffenroth@sjsu.edu or via Canvas. I prefer to be formally addressed as Dr. Poffenroth, and you can expect a response within two business days.

Email / DMs will only be answered Monday–Friday during business hours (9 to 5 PST)

### Email Etiquette

As our communications are of a professional nature, please make sure to use business/professional language in your email, which includes salutations.

### Netiquette

As we will be interacting online with one another, it is of the utmost importance that all of our communications are done in a respectful manner. There is a zero-tolerance policy for any inappropriate language, hate speech, or personal attacks of any kind toward another student or faculty member. If such an occurrence happens, then the University will be immediately notified, and appropriate steps are taken to address the issue under the University guidelines.

### How I Will Communicate with You

I will be sending you digital messages via your school-registered email and Canvas. Please make sure you are checking both these tools often.

## Technology

You are required to have access to reliable computer technology, the internet, and up-to-date software/antivirus. You must have basic computing skills and know how to use the internet, Canvas, a word processing program (such as MS Word), and a slide deck program (such as PowerPoint). You must also know how to create a short video and upload that video to a video hosting site like YouTube or Vimeo. There are many technology resources on campus to support you if you do not already have access to reliable technology or an internet connection.

## Workload and Credit Hour Requirements

Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally 3 hours per unit per week with 1 of the hours used for lecture) for instruction or preparation/studying or course-related activities including but not limited to internships, labs, and clinical practice. **This means our course (3 units) is 135 hours per term that you are expected to devote to classwork.** Other course structures will have equivalent workload expectations as described in the syllabus.

## Course Materials Are the Intellectual Property of The Instructor

Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor-generated material for this course, such as exam questions, lecture notes, or homework solutions, without instructor consent. You may not duplicate, screenshot, or save any materials for dissemination to any other parties.

The official detailed description of our course can be found in the [Course Catalog for Biology 54](https://catalog.sjsu.edu/preview_course_nopop.php?catoid=12&coid=59002)

# Required Materials

**1 of 2**: [Don’t Even Think About It: Why Our Brains Are Wired to Ignore Climate Change](https://sjpl.bibliocommons.com/v2/record/S156C6431882), George Marshall. ISBN: 9781632861023.  eBook and hardcopy available for free at San Jose Public Library.

**2 of 2:** [Atlas of the Heart, Brene Brown](https://sjpl.bibliocommons.com/v2/record/S156C6284897). ISBN: 0399592555. eBook, audiobook, and hardcopy available for free at San Jose Public Library.

Both these books are **free** through the San Jose Public Library. You will need a [*Free Library Account*](https://www.sjpl.org/membership) if you don't have one already. We will read both books in their entirety.

# Determination of Grades

* Grades are calculated evenly, with no one assignment weighted differently. Final course grades will not be curved.
* It is your responsibility to check your grade in Canvas throughout the semester. You will have a final opportunity to check your grades before they are submitted to SJSU after the final exam. If you fail to address any issues/discrepancies before this time, no changes will be made after grades are submitted unless it is due to instructor error.
* You will have one week from the posting of each grade update to address any concerns/mistakes with your instructor. After this one week, grades will become permanent and unchangeable. It is your responsibility to ensure your grade is correct weekly. Incorrect grade change requests at the end of the semester will not be honored.
* In order to pass with a C or better, students must submit the major course project(s), which are those that are worth 100 points.

## Letter Grades

Final grades for this course will be calculated from the activities described above. At any given time during the semester, you will see how you are doing in the class because of the % system being used in CANVAS. The following grading scale is used (with +/- standard rounding rules apply where .1-.49 is rounded down, .5-.99 is rounded up):

A+ = 100-99% A = 92-98% A- = 90-91 B + = 88-89 B = 82-87 B- = 80-81

 C+ = 78-79; C = 72-77; C- = 70-71; D+ = 68-69; D = 60-67 F=59 & below

# Assignments

## Submitting Your Work

We will submit all work to Canvas. When a file upload is requested, you may only upload a .PDF, .DOCX, or .DOC file. All other submissions, including any .pages or any [Google Share Files](https://support.google.com/drive/answer/2494822?hl=en&co=GENIE.Platform%3DDesktop) will receive an automatic zero grade. If you are using Google Docs, simply download a copy as a .PDF or .DOCX from Google Docs and upload that file into Canvas. Your work must be directly viewable within Canvas without any password or download requirements by the viewer.

Do not submit your assignments via the smartphone app. The app has proven to be unreliable, and you should always use a laptop or desktop computer to perform your work.

## Missed or Late Work Policy

As you can submit your work any time before the deadline, there is no late work accepted in our class. However, here is how we will handle emergencies for all students:

## One Missed Content Module (those that are 50 points each)

Everyone is allowed to miss one content module of homework (worth 50 points), no questions asked, and you do not need to contact me to take advantage of this. It will be processed automatically for everyone after the semester has concluded. You may not mix and match homework assignments from different modules as this applies to missing just one entire module.

This is meant to provide for emergencies, so I suggest you only miss a content module if you absolutely have no other choice (such as an illness or death of a loved one). If you miss more than one content module, you will need to decide if a late drop or incomplete is more supportive of your success. You will not be allowed to make up additional modules, and please note that this policy does not apply to any assignment that is worth 100 points.

## Late Submission for Primary Topic Project Modules (those that 100 points each)

Please note, to get a passing grade, you must submit all three major term projects: Literature Review Paper, Oral Presentation, and the Presentation Summaries. Failure to submit all three, if you wish to pass, will result in an incomplete by request only. For more information on what is required for an incomplete, please see the section below in campus policies.

Otherwise, for Primary Topic Project deliverables submitted late:

* 10 points deduction per calendar day late for the literature review paper and oral presentation until your score is zero.
* 25 points per calendar day late for your summaries until 2 days post deadline, after which, your grade will be submitted to the university as either non-passing or incomplete, depending on what you are eligible for.

## Assignment Details

Online class activities involve students working alone or in small online groups analyzing scientific writings, finding and evaluating information for personal growth and societal use, and constructing effective written and oral presentations. Full assignment details can be found in Canvas for the following:

 Welcome Module 10

10 Content Modules at 50 points each500

 Literature Review Paper 100

 Individual Oral Presentation Project (Video) 100

 Class Summaries of Oral Presentation Videos 100

 TOTAL 810 pts

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# Campus Policies

## Student Learning Outcomes / GELOs

## Learning Outcomes - GE Learning Outcomes (GELO)

Upon successful completion of this course, students will be able to:

1. recognize the physiological, social/cultural, and psychological influences on their well-being;
2. recognize the interrelation of the physiological, social/cultural, and psychological factors on their development across the lifespan.
3. use appropriate social skills to enhance learning and develop positive interpersonal relationships with diverse groups and individuals; and,
4. recognize themselves as individuals undergoing a particular stage of human development, how their well-being is affected by the university’s academic and social systems, and how they can facilitate their development within the university environment.

GELO 1: Students will be able to recognize the physiological, social/cultural, and psychological influences on their well-being. GELO 1 is assessed using the oral presentation.

GELO 2: Students will be able to recognize the interrelation of the physiological, social/cultural, and psychological factors on their development across the lifespan. GELO 2 is assessed using the Literature Review Paper.

GELO 3: Students will be able to use appropriate social skills to enhance learning and develop positive interpersonal relationships with diverse groups and individuals. GELO 3 is assessed using the Emotional Intelligence Reading & Quiz and Assess Yourself activities.

GELO 4: Students will be able to recognize themselves as individuals undergoing a particular stage of human development, how their well-being is affected by the university’s academic and social systems, and how they can facilitate their development within the university environment. GELO 4 is assessed using the Emotional Intelligence Quiz, Behavior Change Contract, and the Last Lecture assignment.

## Course Requirements and Assignments

SJSU classes are designed such that in order to be successful, it is expected that students will spend a minimum of forty-five hours for each unit of credit (normally three hours per unit per week), including preparing for class, participating in course activities, completing assignments, and so on. More details about student workload can be found in [University Policy S12-3](http://www.sjsu.edu/senate/docs/S12-3.pdf) at http://www.sjsu.edu/senate/docs/S12-3.pdf.

*NOTE: It should be noted that the Academic Vice President in a memorandum dated October 25, 1977 cites a university policy that states that there shall be an appropriate final examination or evaluation at the officially scheduled time in every course, unless specifically exempted by the college dean who has curricular responsibility for the course.*

NOTE that [University policy F69-24](http://www.sjsu.edu/senate/docs/F69-24.pdf) at http://www.sjsu.edu/senate/docs/F69-24.pdf states that “Students should attend all meetings of their classes, not only because they are responsible for material discussed therein, but because active participation is frequently essential to ensure maximum benefit for all members of the class. Attendance per se shall not be used as a criterion for grading.

## Tutoring for this Course

The College of Science Advising Center (CoSAC) offers free tutoring and study skills workshops to students of San Jose State University. These services are provided by peer tutors. All of CoSAC’s peer tutors are San Jose State students who have excelled in all of the courses that they tutor. Our goal is to assist College of Science students as they embark upon their journey as a College of Science students. Free tutoring services are offered in biology, chemistry, physics, computer science, and math. Tutoring is provided one-on-one as well as in a group format. We also encourage attendance at our skills workshops that cover various topics such as time management, establishing a study group, and how to take proper notes. Appointments can be made in the office, by phone, or by email. The College of Science Advising Center is located in Duncan Hall 213.

Phone: 408-924-5193

Email: sjsu.cosac@gmail.com

Find us at [http://www.sjsu.edu/cosac/](http://www.sjsu.edu/cosac/.)

## Incompletes & Instructor Drops

Incompletes are permitted only if a student is in good standing (has a passing grade), has completed at least two-thirds of the course, and has a documented serious and compelling reason to take an incomplete.  An incomplete is not given due to poor performance. **Students are required to drop themselves as needed. I will not honor any request by a student for an instructor drop.**

## Campus Policies

### University Policies : Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs’ [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at http://www.sjsu.edu/gup/syllabusinfo/”

### Campus Policy on Consent for Recording and Sharing of Instructor Materials

Common courtesy and professional standards dictate that you notify someone when you are recording him/her. You must obtain the instructor’s (or guest speaker’s) permission to make audio or video recordings in this class. All recordings are the intellectual property of the instructor (or guest speaker); you have not been given any rights to reproduce or distribute the material. Course materials developed by the instructor (or guest speaker) are the intellectual property of the instructor (or guest speaker), as well, and cannot be shared publicly without his/her written approval. Overall, you may not publicly share or upload instructor-generated material for this course such as exam questions, lecture notes, or homework solutions without formal instructor consent. Such permission allows the recordings and materials to be used for your private study purposes only.

### Academic integrity

Your commitment as a student to learning is evidenced by your enrollment at San Jose State University. The [University’s Academic Integrity policy](http://www.sjsu.edu/senate/S07-2.htm), located at http://www.sjsu.edu/senate/S07-2.htm, requires you to be honest in all your academic coursework. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The [Student Conduct and Ethical Development website](http://www.sa.sjsu.edu/judicial_affairs/index.html) is available at http://www.sa.sjsu.edu/judicial\_affairs/index.html. Instances of academic dishonesty will not be tolerated. Cheating on exams or plagiarism (presenting the work of another as your own or the use of another person’s ideas without giving proper credit) will result in a failing grade and sanctions by the University. For this class, all assignments are to be completed by the individual student unless otherwise specified. If you would like to include your assignment or any material you have submitted or plan to submit for another class, please note that SJSU’s Academic Policy S07-2 requires the approval of instructors. You are responsible for knowing the University Policy on Academic Dishonesty outlined in the University Catalog. Any student found plagiarizing *any* assignment will receive an automatic failing grade (F) on the essay or assignment, may receive a failing grade, and will be referred to the Judicial Affairs office. Plagiarism includes copying phrases, sentences, keywords, parts or all of another’s writing, including papers or articles published on the Internet, newspapers, magazines, books, journals, or any other medium, including the writing of your fellow students from current and/or previous classes. All phrases, keywords, sentences, or larger sections of writings taken from an outside source and used in a student’s paper should be appropriately re-worded by the student AND cited. Drawing as few as five consecutive words from another’s writings will be considered plagiarism, as can improper paraphrasing. All ideas or concepts drawn from another’s work should be properly cited. NOTE: A student who shows or lends to their classmates their own work is at risk of being an accessory to plagiarism and, if their work is copied, will suffer the same consequences as the student who plagiarizes (see section 1.1.6 of the Definition of Academic Dishonesty). **This policy also applies to students in previous courses who show or lend their work to current students.**

## Schedule

***On the next page*** is your schedule for the semester. The deadlines are firm and no late homework is accepted.

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# Schedule

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| --- | --- | --- |
| **Module** | **Topic** | **Must be submitted no later than 11:59 pm PST on:** |
| 0 | Course Intro & Welcome  | August 19 |
| #1 | Research Methods | August 26 |
| #2 | Mental Wellness and Psychosocial Well Being  | September 2 |
| #3 | Nutrition | September 9 |
| #4 | Humans and the Environment | September 16 |
| #5 |  Stress | September 23 |
| #6 | Interpersonal Communication in the Modern World | September 30 |
|  |  ***Literature Review Paper Due***  | October 7 |
| #7 | Addiction | **October 14** |
| #8 | Non-Infectious/Chronic Disease | October 21 |
|  | ***Oral Presentations Due***  | November 4 |
| *#9* | Infectious Disease | November 11 |
| #10 | Aging and Death | November 18 |
|  | November 23 – 25 Thanksgiving Holiday Week |  |
|  | Submit Final Deliverable - Primary Topic Presentations: *View others & Submit Your Summaries* | December 2 |