# COURSE:

# INSTRUCTOR INFORMATION

**Instructor:**

**Office Location:**

**Email:**

**Phone**:

**Instructor Availability:**

* Student Hours:
* Best Times To Contact:
* Preferred Contact Method:

**Instructor Response Time:**

## COVID 19 INFORMATION

Isothermal Community College is dedicated to protecting the safety and welfare of our students and employees.

Isothermal Community College will continue to monitor restrictions in response to Coronavirus Disease (COVID-19), comply with pandemic-related guidelines for safety, and communicate changes in protocol promptly.

If you have tested positive for COVID-19, notify your instructor and isolate for five (5) days. If symptoms have improved after the isolation period, you may return to campus.

### COURSE INFORMATION

**Course Description:**

**Prerequisites:**

**Corequisites:**

**Credit Hours:**

**Contact Hours:**

### Course Dates:

**Start date:   
End date:   
Withdrawal deadline:**

### Method of Instruction and Course Delivery:

### Textbook, Supplies, and Technology

### How to be Successful in This Class:

## STUDENT LEARNING OUTCOMES

### Program-level Student Learning Outcomes (PSLO) Expected:

Upon completion of this program graduates will be able to:

### Course-level Student Learning Outcomes (CSLO) Expected:

Upon completion of this course students will be able to:

## PRACTICES & STATEMENTS

### General Class Statement:

### Attendance Statement:

### Deadlines and Late Work Statement:

### Grading Statement:

**How you are assessed and how your grade average is computed**

**How your letter grade is assigned.**

**When and how you will receive feedback and grades on activities in the class**.

**How to see your overall grade for this course.**

### Academic Integrity Statement:

You are expected to rely only on your own knowledge when taking tests and completing independent assignments. Cheating in any form, including plagiarism (the use of an author’s words or ideas without providing proper documentation), will not be tolerated and may result in loss of academic credit for the course and/or a failing grade on the assignment. Appendix A: Student Rights, Responsibilities, and Judicial Procedures Manual, Section VIII of the College Catalog and Student Handbook provides information on discipline and appeals for academic misconduct.

### Artificial Intelligence Statement:

### ADA Statement:

If you have a documented disability, it is your responsibility to contact the *Counselor and Student Advocacy Coordinator* (828-395-1481) to discuss classroom accommodations.

### Campus Safety:

The College cares about the health and safety of its students. Please become familiar with safety information via the College’s Campus Safety webpage, College Catalog/Student Handbook, flyers across campus and other College publications. You may sign up to receive campus safety alerts and warnings via text at on the Emergency Notifications page (https://www.isothermal.edu/campus-safety/index.html ). The instructor of the course will review safety information relevant to the course. If there is an imminent, life-threatening emergency, call 911 (9-911 from a campus phone). For other emergencies or if you become aware of a crime, contact Campus Enforcement at 828-289-5850.

### Title IX:

Title IX of the Education Amendments of 1972 protects people from discrimination based on sex in education programs and activities that receive federal financial assistance.

The Title IX regulation describes the conduct that violates Title IX. Examples of the types of discrimination that are covered under Title IX including sexual harassment, sexual violence, and discrimination based on pregnancy. To enforce Title IX, the U.S. Department of Education maintains an Office for Civil Rights, with headquarters in Washington, DC and 12 offices across the United States. For more information regarding Title IX, go to [Title IX Regulations https://www2.ed.gov/about/offices/list/ocr/sexoverview.html](https://www2.ed.gov/about/offices/list/ocr/sexoverview.html).

Confidential reporting may be made to designated counselors in the Advising and Success Center located in the Student Center. Call 828-395-1732 or 828-395-1481s to speak with a counselor.

At Isothermal Community College, personnel have been designated as Title IX Coordinators. Any concerns or complaints regarding Title IX should be directed to one of the designated coordinators:

| **Contact** | **Population Served** | **Contact Information** |
| --- | --- | --- |
| **Charity Allen**  **Title IX Coordinator** | Employees, Community Members, and Coordinates all Title IX Issues | 828-395-1686  [callen@isothermal.edu](mailto:callen@isothermal.edu) |
| **Sandra Lackner**  **Title IX Deputy Coordinator** | Curriculum Students | 828-395-1429  [slackner@isothermal.edu](mailto:slackner@isothermal.edu) |
| **Donna Hood**  **Title IX Deputy Coordinator** | Continuing Education Students | 828-395-1404  [dhood@isothermal.edu](mailto:dhood@isothermal.edu) |
| **Jeremiah McCluney**  **Title IX Deputy Coordinator** | Rutherford Early College High School (REaCH) Students | 828-395-4164  [jsmcclun@rcsnc.org](mailto:jsmcclun@rcsnc.org) |
| **Mary Metcalf Greene**  **Title IX Deputy Coordinator** | Polk County Early College (PCEC) Students | 828-894-2698  [mgreene@polkschool.org](mailto:mgreene@polkschool.org) |

## COURSE SCHEDULE

### Course Schedule:

### Classroom Recordings:

### Inclement Weather / Alternate Assignment:

**Please Note: Should change become necessary, the instructor reserves the right to adjust the requirements, pace, or scheduling of this course.**