

Sample Syllabus

Official syllabus will be available when you are enrolled in the course.

Saddleback College

CD 105-Child, Family and Community

Online Course

Instructor:

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Textbook: Child, Family and Community by Janet Gonzales-Mena 5th edition
ISBN 978-1-13-513230-2

Recommended Prerequisite:

English 200

Catalog Description:

The study of environmental influences on children and families. Historical and contemporary perspectives on children, society, and family structures. Child, family, and community interpersonal relationships and the interactions among these systems; influences of age, gender, diverse abilities, culture, race, ethnicity, socio-economic and public policy factors, and community resources available to support family systems.

Student Learning Outcomes

1. Students who complete this course will be able to discuss and apply theories of socialization that address the interrelationship of child, family and community.
2. Students who complete this course will be able to explain how educational, political, and socioeconomic factors directly impact the lives of children and families.
3. Students who complete this course will be able to synthesize and analyze research regarding social issues, changes and transitions that affect children, families, schools and communities.
4. Students who complete this course will be able to critique strategies that support and empower families through respectful, reciprocal relationships to involve all families in their children's development and learning.
5. Students who complete this course will be able to analyze one's own values, goals and sense of self as related to family history and life experiences, assessing how this impacts relationships with children and families.

To access Blackboard:

- To access Blackboard, go to <http://socccd.blackboard.com>
- In the blank space next to the user name, **type the first part** of your Saddleback email user name (i.e. jdoe0) DO NOT TYPE THE ENTIRE SADDLEBACK EMAIL ADDRESS.
- The password is your email password.
- For additional help with Blackboard, go to <http://d2.parature.com/ics/support/default.asp?deptID=8154>

How to access your school email:

- All students are assigned a college email address once they register for classes. To find your student email address, look on your registration receipt, or go to the [Saddleback web site](#) and click on MySite. Use your student ID number and your four-digit PIN to access MySite. Click on >Email and then on >Student Email to access your email address and username. It is imperative that you access your college email on a regular basis to receive important information from the college or from your professors. You may also forward your college email to your personal email address. This, however, does NOT change your username.

How to forward your school email to another account:

- After you sign in to your account through either [MySite](#) or directly from [Outlook.com](#), click **Options**, then click **Organize E-Mail**, and then click **Inbox Rules**.
- On the Inbox Rules tab, click **New**.
- Under **When the message arrives**, select **Apply to all messages**.
- Under **Do the following**, select **Redirect the message to**.
- Select the address you want your mail sent to by double-clicking on it in the address book view. If the address you want to redirect to **doesn't** appear, you can enter **the e-mail address in the To field**.
- Click **OK** to save your selections and return to the new rule window.
- Click **Save** to save your rule and return to the Inbox Rules tab.

Communication:

- Email is the best way to contact me. You must put CD 105 and the ticket number in the subject line or it may get filtered out.
- If your email address is different than your name, please include your name as it appears in the class.
- I use Saddleback's school email to contact students. You may email me from any address and I will use the reply button to respond.
- Please do not send me blank emails with attached work. If I have asked you to email me assignments due to special circumstances, please attach the work to the original thread so I can follow our correspondence. **Work sent without a valid explanation or prior approval will not be accepted.**

Course Policies

- **Written Assignments:** All students are expected to produce college-level work. One of the goals of this class is to prepare students to be successful professionals. Part of having a successful image is the ability to produce neat, legible, coherent, and grammatically correct written materials. Grammar and spelling should be correct and do influence the points given on assignments. All assignments must be typed and should reflect the lecture and readings provided in the coursework. **All assignments must be original work by the student done for this class only.**
- **Academic dishonesty and cheating:** There is a zero tolerance policy for academic dishonesty and cheating in this classroom. **All assignments must be original work by the student done for this class only.** During exams, any talking or unauthorized use of notes and textbook will be considered cheating. Students will be given a zero on any project/assignment/test which violates this policy and an Academic Dishonesty Report will be filed with the college.

- **Plagiarism:** If plagiarism is discovered in any portion of an assignment, a grade of 0 (zero) will be recorded and the student will be reported to the college for disciplinary action. Note that if a heavily weighted assignment is plagiarized and earns a zero, this can adversely affect a student's GPA. Sometimes students may unintentionally commit plagiarism. This will be treated the same as intentional plagiarism. Examples of things to avoid. Copy and pasting excerpts from the web (cited or not). Answers which are only excerpts from someone else's writing (cited or not). Answers which are a completed quote (cited or not). Answers which change only a few words and are not properly paraphrased. See <http://lib.uah.edu/turnitin/studentavoidplag.htm> for tips on avoiding plagiarism and http://www.uah.edu/writing/UAH_handouts.htm for tips on paraphrasing
- **Late assignments:** Late assignments will not be accepted.
- **Extra credit is not available.**
- **Grades:** Students must retain copies of assignments until grades are posted at the end of the semester. **Please contact me with concerns within a week of receiving your graded work and/or the "I am done with grading" announcement. After that timeframe, your grade will be considered final.**
- **Saddleback Student Handbook:** Please read about student services, student responsibilities, expectations for behavior, and academic integrity by reviewing the hard copy given to you when registering for the college or using the link below.
<http://www.saddleback.cc.ca.us/media/pdf/handbook.pdf>
- **Drop Policy:** It is the student's responsibility to withdraw from the course. Please check with the schedule of classes for the "drop by" dates. Failure to do so may result in earning an "F" for the course.

Online etiquette:

Please be respectful when responding to other students' posts. Offensive language or negative comments will not be tolerated. If a student is found to be disrespectful they could potentially be dropped from the class according to the discretion of the instructor. The following websites provide valuable information in appropriate engagement in an Online learning community.

- <http://www.albion.com/netiquette/>
- <http://www.chirpingbird.com/netpets/html/computer/emoticon/>

How to turn in assignments and other very important information:

- Assignments will be posted on Monday at 7:00 a.m. and assignments will be due by the following Monday night at 11:59pm. (Pacific Standard Time)
- All Assignments will be submitted via Blackboard.
- I do not accept emailed work or late assignments.
- Failure to include your name at the top of your paper will result in earning a zero for the assignment.
- It is highly recommended students use a flash drive, thumb drive or some sort of portable CD/disk to save all of their work. This is advantageous for many reasons. To name a few:
 - This will enable the student to work from any computer. Should you have technical difficulties with your home computer, you may take your saved files and work from any computer 😊

- Should there be a discrepancy with your grades, having a copy of your work and being able to produce it immediately could be in your favor.
- **Computer Labs on campus for student use**
 - Please visit <http://www.saddleback.edu/sbs/Labs.html> to find computer lab locations and hours of operation.
 - Students should have a “Plan B” in place should they have computer problems. “Plan B” ideas: using one of the labs listed above, public library, Kinko’s, a friend/family/neighbor’s computer, free internet is usually offered at Starbucks, McDonalds and many more places.
 - My computer broke is not a valid excuse for not turning in work.
- Writing should be at a college level. **Use at least a 12 point font and double space. Include your name and title of assignment on every paper. You will earn a zero for failure to include your name at the top of your paper. Points will be deducted for poor spelling and grammar.**
- Extra Credit is not available.

Grades and how to check to see if you turned in your work correctly:

There are different processes for assignments and discussion boards. Please read each section carefully.

Assignments:

- Work will be turned in via “Turnitin”.
- After you have submitted your work, you will receive an email confirmation from Turnitin with a copy of what you submitted. You must keep this email until I have graded your work.
- If you did not receive an email, then you did not turn it in properly and you should try again and/or email me for help immediately. Please do not just email me your work.

To read comments on your work:

The process to see comments from me is as follows:

- Click on the Turnitin Assignment. click view/complete (where you turned it in)
- Click on Show Details
- Under Grade Mark there is a speech bubble with "View" next to it, click on "View" and your assignment will open with blue speech bubbles. Scroll over the bubbles to read the comment(s).

Discussion Board:

When participating on Discussion Board, you will NOT see an exclamation point. However, after you have written your response, click on **submit**. If you can see your post, so can others.

- Please look at the discussion board expectations/rubric for clarification. The most common error is responding all on the same day or after Friday.

Assignments and Discussion Boards:

- Please contact me with concerns regarding your grade within a week of the “I am done with grading” announcement on Blackboard. After that timeframe, your grade will be considered final.
- It is the student’s responsibility to keep a copy of their work until the end of the term and grades are posted.

Course Assignments

The course is comprised of 4 major components:

1. Weekly Discussion Boards- (90 points)
2. Weekly assignments (30 points)
3. 4 projects ranging from 25-50 points each. Briefly they are:
 - Current Event- Students will research and report on a current event based on advocacy, policy change, children's health issues, family resources, etc. (25 points)
 - Bronfenbrenner's ecological model- Students will use Bronfenbrenner's ecological model to reflect on the different systems and how they impact one's life. (50 points)
 - School Observation and Teacher Interview- students will observe in a preschool or school age setting and interview a teacher. (50 points)
 - Community Resources- Students will research and report on a community resource that will serve families in need. (50 points)
4. Mid Term (50 points) and Final Exam (55points)

Detailed directions and expectations will be given throughout the class.

Grading Scale:

The overall course is worth 400 points. The grading scale is as follows:

400-360 A 359-320 B 319-280 C 279-240 D 239-0 F

If the grading scale should change due to modifying assignments to best meet student needs; the grading scale will still be based on the standard scale:

100%-90% A 89%-80% B 79%-70% C 69%-60% D 59%-0 F

Students with special needs:

Special Services (Disabled Student Programs and Services) is committed to serving students with disabilities enrolled at Saddleback College. They are a reliable source of information, consultation and liaison for all classroom and campus disability issues.

To qualify for services, students must have a known or documented disability, verification by an appropriate professional, and an educational limitation that precludes the student from fully participating in general instruction without specialized services or academic adjustments. Students should apply for eligibility in Special Services.

Students are encouraged to speak with their instructors within the first week of the semester to discuss their educational or functional limitations and to make their instructors aware of authorized academic adjustments. Students are not required to disclose their specific disability but may do so out of personal choice. All information will remain confidential.

Special Services office is located at SC 113 949) 582-4885

Tutoring:

Tutoring is also available on campus and is highly recommended for all students who may need it. For more information contact 949)582-4519 or www.saddleback.edu/ap/lr/lap/

***** Announcements, Assignment Criteria and other written information that is posted on Blackboard are part of the Syllabus and are the student's responsibility to adhere to the expectations.**