**WAYLAND BAPTIST UNIVERSITY**

**Virtual Campus**

**School of Behavioral and Social Sciences**

***Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success and service to God and humankind.***

**GEOG 1301-VC01 - Introduction to Physical Geography**

**Term: Summer 2017**

**Instructor**: Prof. Jessica Patton Maeer

**Contact Information**: 817/515-7674  Email: jessica.patton@wayland.wbu.edu

**Office Hours**: online, availability M-F and usually on weekends

**Class Time and Location**: all course activities will be conducted online

**Catalog Description**: Study of the physical world including the characteristics, processes of formation, distribution, and interrelationships of land and water, climate, vegetation, and soils.

**There is no prerequisite for this course**

**Textbook**: *Physical Geography: A Landscape Appreciation,* 12th edition, by Darrell Hess, Pearson Publishers, 2016, ISBN 9780134169859

**Course outcome competencies**: At the conclusion of this course, the student will understand:

* The physical characteristics of the planet Earth.
* The four basic spheres of the Earth: Hydrosphere, Lithosphere, Biosphere and Atmosphere.
* The forces and concepts of climate.
* The basic internal forces that help create landscape.
* The major soil types found on Earth.
* The causation and effects of soil erosion.
* The basic functions of fluvial processes.
* The cause and impact of Coastal processes.

**Attendance**: Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student “attendance” in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 3 or more weeks of an 11 week term, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given term is considered a “no-show” and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university’s attendance policy.

**Additional attendance policies:** Attendance records will be based on on-time submission of graded assignments.

**Disability Statement:** In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university.  The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765.  Documentation of a disability must accompany any request for accommodations.

**Course requirements: The course will start with an orientation activity worth 30 points. We will cover 10 lessons in our textbook, with each lesson being made up of two chapter s in the textbook. We will group the lessons into 3 units, with 3 corresponding unit exams. There will be one graded activity for most lessons, with four of our lessons also having a discussion board for you to complete. Unit 1 will cover Lessons 1-3 (Chs. 1-6); Unit 2 will cover Lessons 4-7 (Chs. 7-14); Unit 3 will cover Lessons 8-10 (Chs. 15-20).**

**Orientation Quiz – 30 pts.**

**10 graded homework assignments – 50 pts. each**

**4 Discussion boards – 40 pts. each**

**3 Unit Exams – 150 pts. each**

M**ethod of determining course grade: Each student’s final grade will be based on a total points earned scale:**

 **1020 – 1140 = A**

 **906 – 1019 = B**

 **792 – 905 = C**

 **678 – 791 = D**

 **Below 678 = F**

The University has a standard grade scale:

A = 90-100, B = 80-89, C = 70-79, D = 60-69, F= below 60, W = Withdrawal, WP = withdrew passing, WF = withdrew failing, I = incomplete. An incomplete may be given within the last two weeks of a long term or within the last two days of a microterm to a student who is passing, but has not completed a term paper, examination, or other required work for reasons beyond the student’s control. A grade of “incomplete” is changed if the work required is completed prior to the last day of the next long (10 to 15 weeks) term, unless the instructor designates an earlier date for completion.  If the work is not completed by the appropriate date, the I is converted to an F.

**Student grade appeals:** Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Executive Vice President/Provost to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

**Statement on Plagiarism and Academic Dishonesty:** Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

**Instructor’s policy on Academic Dishonesty: The instructor and the college require a high level of academic behavior and honesty from students in this course. Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work that was used in whole or in part for another course without obtaining permission of the instructor in advance, the submission for credit of any work that is attributable in whole or in part to another person, any act designed to give unfair advantage to another student, or the attempts to commit such acts. Students who violate the college rules on academic dishonesty are subject to disciplinary penalties, including the failure of that assignment and possible removal from the course. Since dishonesty harms the individual, all students, and the integrity of the college community, policies regarding academic dishonesty will be strictly enforced.**

**Tentative Schedule**: See attached Course Planner.

**Additional Important Information:**

1. Because this is a 100% online course and all materials are available online during posted availability dates, no late work will be accepted. This policy is firm in order to be fair to all students – if I extend a due date for one student but not for all students, that creates an unfair situation.

2. I do not accept any homework or discussion board assignments through email. Every graded assignment must be turned in through the BlackBoard portal. The purpose of this is to protect you, the student. Sometimes emails do not end up where they were sent – they can end up in the ether, floating around somewhere. I would also encourage you to save a screen shot of the confirmation page for every assignment you submit – this gives us something to work with if your assignment goes “missing,” which can happen with any online classroom platform. You can make a folder for submission confirmations (be sure to label each one individually). At the end of the semester after you receive your final grade, you can delete the entire folder.

3. All due dates/times are based on Central Standard Time (CST). If you live outside of the central time zone, please adjust the Course Planner accordingly so you won’t miss any due dates/times. Also, cut-off times for assignments are based on BlackBoard’s clock – not necessarily your computer’s clock, so please be aware of these deadlines. As soon as the due date/time passes, the graded activity will disappear from BlackBoard and you will not be able to turn in any completed work after it disappears. The best solution for avoiding a missed due date/time is to make sure you complete and turn in your work early. Any student who attempts to turn in graded activities at the last minute and misses the deadline will not be able to send those graded activities through email or receive an extension.

[**http://catalog.wbu.edu**](http://catalog.wbu.edu)

**GEOG 1301 – INTRODUCTION TO PHYSICAL GEOGRAPHY COURSE PLANNER – SUMMER 2017**

**UNIT 1**

Orientation Quiz -- Due by Friday, June 2, at 1:00 p.m.

Lesson 1 Homework Questions – due by Tuesday, June 6, at 1:00 p.m.

Lesson 1 Discussion Board -- at least 2 posts are due by Friday, June 9, at 1:00 p.m.

Lesson 2 Homework Questions – due by Tuesday, June 13, at 1:00 p.m.

Lesson 3 Homework Questions – due by Friday, June 16, at 1:00 p.m.

UNIT 1 EXAM -- available Friday, June 16, from 1:00 p.m. to Friday, June 23, at 1:00 p.m.

\*\*\*\*If you lose your internet connection or are not happy with your grade, you can retake the test – but you will get a completely different set of questions every time you attempt a retake. This will be true of every test during the semester. You can retake as many times as you choose, up until the end of the testing period. Your highest grade will be the one recorded in the grade book.

**UNIT 2**

Lesson 4 Homework Questions -- due by Tuesday, June 27, at 1:00 p.m.

Lesson 4 Discussion Board – at least 2 posts are due by Friday, June 30, at 1:00 p.m.

Lesson 5 Homework Questions -- Due by Wednesday, July 5, at 1:00 p.m.

Lesson 6 Homework Questions -- due by Friday, July 7, at 1:00 p.m.

Lesson 6 Discussion Board – at least 2 posts are due by Tuesday, July 11, at 1:00 p.m.

Lesson 7 Homework Questions -- Due by Friday, July 14, at 1:00 p.m.

UNIT 2 EXAM -- available Friday, July 14, from 1:00 p.m. until Friday, July 21, at 1:00 p.m.

**UNIT 3**

Lesson 8 Homework Questions – at least 2 posts are due by Tuesday, July 25, at 1:00 p.m.

Lesson 9 Homework Questions -- due by Friday, July 28, at 1:00 p.m.

Lesson 9 Discussion Board – at least 2 posts due by Tuesday, August 1, at 1:00 p.m.

Lesson 10 Homework Questions -- due by Friday, August 4, at 1:00 p.m.

UNIT 3 EXAM -- available Friday, August 4, from 1:00 p.m. until Friday, August 11, at 1:00 p.m.