GEO 205 – Physical Geography (Hybrid)
Social & Behavioral Sciences
Fall 2016

Catalog Course Description: This course introduces students to the basic scientific principles and analytical techniques of physical geography through a semester-long exploration of Earth’s atmosphere, hydrosphere, lithosphere, and biosphere. This exploration of Earth’s systems will draw special attention to the geographic distribution and processes behind our planet’s geomorphology, natural resources, and human-environment interactions.

Prerequisite(s): RDG 100 and ENG 100
Credit Hours: 4
Departmental Website: Social and Behavioral Sciences Department
D2L Brightspace Login Page: https://elearn.midlandstech.edu

Department Assistant: Mrs. Jayne Harris (822.3292 or harrisj@midlandstech.edu)
Department Chair: Dr. Lloyd Pilkington (pilkingtonl@midlandstech.edu)

Instructor:
Office: [Adjuncts may delete this]
Telephone: [Adjuncts should put departmental telephone number here]
E-mail:
Campus Mailbox:

Class Schedule[s]: [Section number, Day, Time, Place]

Office Hours: [Adjuncts may delete this]

Equipment: All students must have access to an updated version of Google Earth for the lab portion of this class. You may use your own computer or use the computers at MTC’s Academic Success Centers.

General Education Core Competency Statement:
This course is designed to meet the college’s general education core competency for Scientific Reasoning, which states: “Graduates should understand and be able to use scientific methodology and principles.”

Course Objectives: Upon completion of this course the student will be able to:
1. Use basic scientific principles to explain the structure, function, and dynamics of Earth’s atmosphere, hydrosphere, lithosphere, and biosphere.
2. Explain how these systems produce the geographic distribution and variety of Earth’s physical features and natural resources.
3. Analyze how these physical systems, features, and resources affect and are affected by society.
Course Outcomes and Competencies:

**Intended Course Outcome:** Students will develop an understanding of the structure, function, and geographic patterns of Earth’s atmosphere, hydrosphere, lithosphere, biosphere, and understand the relationship between these systems and human life.

**Course Competency:** Students will demonstrate the ability to explain the relationships between Earth’s physical systems, the geographic distribution of Earth’s physical features, and human resource use.

**Performance Measurement Instrument:** Students will complete a final examination that will measure their comprehension of basic scientific principles, geographic patterns, and human-environment relationships in each of Earth’s four systems (atmosphere, hydrosphere, lithosphere, and biosphere).

Hybrid Course Attendance:

[Hybrid instructors will count both on ground and online absences (as defined in the course syllabus and policies) in determining total absences in a hybrid course (see above). Instructor should establish and communicate to students what constitutes in class attendance and what constitutes online attendance. Instructor must be specific in what the online activities are and how they are graded. Students should be counted absent when they fail to participate in or submit specified online activities and/or assignments that equate to a class meeting. Tardies apply for on campus portion of course. Instructors should withdraw any students who exceed the total number of allowed absences, whether in class, online, or in combination.]

[Add if fits with departmental policies:] Please note the following: You are responsible for all material and announcements presented, whether you are present or absent.

**Withdrawal:** Should the maximum allowable absences be exceeded prior to midterm, a "W" will be submitted to the registrar to be recorded on the student's transcript. Should the maximum allowable absences be exceeded after midterm, a "WF" will be submitted if the student was failing the course at the time of withdrawal.

**No Shows:** If you register for a course and decide not to attend for any reason, you must complete a drop form and process it through the student Records Office. You will not be automatically purged for non-attendance. If you do not submit a drop form, you will be responsible for course tuition and fees. By not officially dropping the course, you will incur a bill with the college that can only be addressed through the College’s Finance Office. The college’s refund policy and dates are posted each semester.

**Effective Spring 2015, the Student Ombudsman’s office will no longer be the initial point of contact for requesting No Shows to be processed. Students who incur a bill must contact the Finance Office.**

**Administrative Drop Requests:** A student requesting an Administrative Drop resulting from medical event, death of family member, and other extenuating circumstances experienced while enrolled at Midlands Technical College should be directed to the Student Ombudsman’s office. Our policy dictates a request must be made no later than 30 days after the affected term. Supporting documentation is required and must be received before the request can be processed. Once the request form is received along with supporting documentation, it takes approximately three weeks for processing. As a result of an approved Administrative Drop Request, the student may be granted a refund of tuition and fees.

**Military Withdrawal:** According to College Procedure 3.10.1, students having to withdraw from college because of Military Deployment (active duty personnel) while enrolled must complete a withdrawal form and submit to the Records Office along with a copy of military orders.
Disabilities Statement: The staff of Counseling and Career Services works to ensure that all educational programming and services are accessible to otherwise qualified students with disabilities. If you have a concern regarding the accessibility of websites, instructional materials, online courses and other electronic or information technology please contact Counseling and Career Services. It is the student’s responsibility to self-disclose as a student with a disability and to request accommodations prior to beginning a program or course. Please contact the staff of Counseling and Career Services at 803-822-3505 (AC) or 803-738-7636 (BC) or via email at disability@midlandstech.edu if you have any questions or concerns.

Online Learning Support Help Desk: Technical questions related to the operation and use of D2L Brightspace can be answered from our Support Help Desk. A response will be provided within one business day.

D2L Brightspace Assistance: Technical questions related to the operation and use of D2L Brightspace can also be answered by leaving a voicemail at (803) 822-3561, or emailing D2LHelp@midlandstech.edu. A response will be provided within one business day.

MyMTC Help: For MyMTC log-in issues please call 803-738-7888.

Academic Dishonesty: For more information about academic dishonesty, see the Academic Affairs Student Guidelines and Expectations.

If a student or students are suspected of cheating, the instructor will inform you. You may explain or refute the allegation. If instructor still thinks the charges are founded, you will be referred to the Office of the Associate Vice President of Student Development Services. Documentation is submitted to the Office of the AVP, SDS, by the instructor. You will then meet with either Dr. Holloway or Mr. Hayden. After the meeting, you will receive a letter with the sanction grade of zero (0) and any other sanctions deemed appropriate. Student has a right to file an appeal. Once the hearing and the notice of the right to appeal have been completed, instructor will be notified to apply the sanction grade of zero (0).

Course Requirements:

[Insert course specifics: projects, papers, quizzes, tests, etc. as well as any instructions needed]
[Include provisions for makeup work]

Course Grading:
[Include how course requirements are graded]
[Include penalties for late work if applicable]

Grading Scale: [Change to department requirements if necessary]

<table>
<thead>
<tr>
<th>Grade</th>
<th>Letter</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100</td>
<td>A</td>
<td>Superior Work</td>
</tr>
<tr>
<td>80-89</td>
<td>B</td>
<td>Good Work</td>
</tr>
<tr>
<td>70-79</td>
<td>C</td>
<td>Average Work</td>
</tr>
<tr>
<td>60-69</td>
<td>D</td>
<td>Below Average Work</td>
</tr>
<tr>
<td>0</td>
<td>F</td>
<td>Unsatisfactory Work</td>
</tr>
</tbody>
</table>
Referral to Retention Advocates:
Should the instructor determine that circumstances dictate, a student may be referred to a MTC Retention Advocate. MTC Retention Advocates meet with students to determine what resources are available which could promote student success. Referral to a Retention Advocate is not a punitive measure but is intended to help the student achieve their academic goals.

Field Trips: The lab portion of this course includes visits to conservation sites, natural areas, and scientific collections in the Midlands. Students must have reliable transportation and in some cases, pay a small entry fee, in order to complete these assignments.

Classroom Rules/Other: [Delete if none or expand as needed]
**Course Topic Outline/Course Calendar with Assignments:** [Add] [The table below is web accessible. Use if needed, or delete.]

<table>
<thead>
<tr>
<th>Current Week</th>
<th>Topics Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 2</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 3</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 4</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 5</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 6</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 7</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 8</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 9</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 10</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 11</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 12</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 13</td>
<td>[Add]</td>
</tr>
<tr>
<td>Week 14</td>
<td>[Add]</td>
</tr>
</tbody>
</table>

[If controlled by instructor; otherwise delete statement] **PLEASE NOTE:** Should change become necessary, the instructor reserves the right to adjust the requirements, pace, or scheduling of this course. Any change will be announced in class before it becomes effective.
MTC Student Handbook:
Students are expected to read the *MTC Student Handbook* and abide by its policies. You can find the handbook on the MTC website under Student Resources; copies are also available at various locations on campus. Some of the more important handbook policies that impact your academic success are listed below.

**Academic Integrity:**
- The students of MTC have adopted the following Honor Code:
  
  *As a member of the Midlands Technical College community, I will adhere to the college’s Student Code. I will act honorably, responsibly, and with academic integrity and honesty. I will be responsible for my own academic work and will neither give nor receive unauthorized or unacknowledged aid. I will behave courteously to all members of the MTC community and its guests and will respect college property and the property of others.*

- The Student Code (Appendix I of the *MTC Student Handbook*) defines academic dishonesty, which includes, but is not limited to, cheating on tests, plagiarism, collusion, and falsification. Such actions will result in discipline.

- Cheating on tests includes:
  - Copying from another student’s paper.
  - Copying or presenting someone else’s work as your own.
  - Using unauthorized materials during a test.
  - Collaborating with any other person during a test without permission.
  - Knowingly obtaining, using, buying, or selling in whole or part the contents of any test.
  - Bribing any other person to obtain information about tests.
  - Substituting for another student, or permitting another student to substitute for you.

- Plagiarism is taking another person’s work and using it without giving the source credit in any graded assignment.

- The use of cell phones or other portable electronic devices for purposes of academic dishonesty in any form is strictly prohibited; students who violate this policy will be subject to the disciplinary procedures and sanctions outlined in the Student Code.

- For more information about academic dishonesty, see the Student Code.

**Class Attendance and Participation:** Students are responsible for meeting all attendance and participation requirements outlined in each course syllabus.

**Portable Electronic Devices:** Cell phones and other portable electronic devices may be used in classrooms only for maintaining access to MTC Alerts!, the college’s emergency notification system. Other uses of portable electronic devices (for example, leaving class to make or receive phone calls, sending or reading text messages, accessing the internet, taking pictures or videos, listening to music, etc.) will be considered disruptive activities, and the student will be subject to disciplinary action.

**Student Email Accounts (MyMTC Email):**
- All MTC students are assigned a college email account called MyMTC Email. For access, log into MyMTC at http://mymtc.midlandstech.edu.
- MyMTC Email is the primary way the college communicates with students. You are responsible for checking your college email regularly for important information and announcements about registration, financial aid, cancelled classes, emergencies, etc.
- Students can use their college email accounts to communicate with faculty, staff, fellow students, and others, as well as to maintain personal calendars and task lists.
In addition to using MyMTC Email, students may also be required to communicate with instructors through D2L Brightspace (the college-wide learning management system), or through course-specific software, such as MyMathLab.

MyMTC: The college conducts business with students through MyMTC, which provides many services and resources, including access to transcripts, grades, and program evaluations; information about financial aid status; and how to search and register for courses. To access MyMTC, click the link titled MyMTC in the top navigation bar on the public website.

Children on Campus: Children are generally not permitted on campus except for special events. Children are not permitted in classes, labs, or advisors’ offices. Children can never be left unattended on campus, including in the library, the Academic Success Center, or parking lots.

Inclement Weather Policy:
- If weather conditions or other emergencies cause the college to close or open late, announcements will be made over local radio and TV stations, on the MTC website, and on the college’s information line (803-738-8324).
- Notices will be sent to students via MyMTC Email and MTC Alerts! when applicable.
- Check for separate announcements for day and evening classes because weather conditions can change during the day.
- Inclement weather schedules: In standard non-lab and non-clinical classes, if the college closing or reopening means that there is at least 30 minutes of a class remaining, plan to attend that class. For example, if the college opens at 10 a.m., classes that normally meet at 8 a.m. will not meet, but classes that normally begin at 9:35 a.m. will begin at 10 a.m. Similarly, if the college closes at 8 p.m., 6 p.m. classes will meet for their regular time, but 7:35 p.m. classes will not meet.
- Check your syllabus for specific information about the inclement weather policy for that course.

Campus Emergency Protocol:
- To report safety concerns or suspicious activities, call Campus Security at 7850 (on campus) or 738-7850 (cell phone or off campus).
- To report a security emergency, call Campus Security at 738-7199 or dial local 911 immediately.
- The college also provides emergency call boxes; look for these red call boxes in or near parking lots on all campuses.
- If a college-wide emergency occurs, the college will communicate additional information and instructions in a number of ways, including the MTC Information Centers, campus loud speakers, MyMTC Email, the MTC website, and MTC Alerts!. To sign up for MTC Alerts! and receive emergency notifications on your cell phone, go to MyMTC.

Student Evaluation of Instruction: Toward the end of the semester, students will be encouraged to participate in evaluating their courses. You can complete this confidential evaluation through MyMTC using your username and password. Announcements will be made during the term concerning how and when to complete the online evaluation.

Students Requiring Special Accommodations:
- If a student with a disability requires special accommodations, the student should go to Counseling Services in the Student Center on Beltline or Airport Campus for assistance. Documentation regarding a specific disability is required in order for special arrangements to be made. All information received will remain confidential.
- For more information, follow the Disability Resource Centers link under Student Resources on the MTC website.