



## **Course Syllabus**

**MGF 1131 - 3956**

**Mathematics in Context Fall Term 2025-2026 (0655)**

## **Welcome**

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Welcome to our class. I look forward to working with you this semester. Please note that is a class that meets on campus once each week. Students are expected to attend each class.

This is not an online class and there is no Zoom option.

## **Instructor Contact Information**

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Dr. Carol Weideman

### **Email**

[weideman.carol@spcollege.edu](mailto:weideman.carol@spcollege.edu)

**Phone:** 727-341-4312

### **Office and Online Chat Hours:**

See my faculty page for office hours

### **Office Location:**

Gibbs SA229

### **Zoom Link for Class:**

This is a campus class; there is no Zoom option.

## **Departmental Contact Information**

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Jimmy Chang

**Title:** Dean, Mathematics

**Email:** Chang.Jimmy@spcollege.edu

**Phone Number:** 727-341-4305

**Appointment Information:** Call or email to schedule an appointment.

Hannah Johnson

**Title:** Assistant Dean, Mathematics

**Email:** Johnson.Hannah@spcollege.edu

**Phone Number:** 727-791-2559

**Appointment Information:** Call or email to schedule an appointment

Pelagia Kilgore

**Title:** Assistant Dean, Mathematics

**Email:** Kilgore.Pelagia@spcollege.edu

**Phone Number:** 727-398-8493

**Appointment Information:** Call or email to schedule an appointment

## **Course Information**

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**Prerequisite(s):** Prerequisites: Prerequisite Appropriate score on an SPC approved math assessment or Completion of required developmental education coursework.

**Credit Hours:** 3

**Modality:** Hybrid or Blended

**Meeting Times and Location:** TUES 11:00 AM to 12:15 PM - St. Petersburg/Gibbs Campus SP-SA118

**Course Description:** Through this course, students will experience the practicality of mathematics in a global society. Students will engage in the applications of tools and techniques of mathematics in a variety of contextual situations from everyday life. This course is appropriate for students in a wide range of disciplines/programs.

## Course Objectives

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1. Students will apply mathematical models to personal finance by:
  - a. Utilizing simple and compound interest formulas.
  - b. Comparing and contrasting different types of investment, including stocks, bonds, cash, and retirement accounts.
  - c. Examining the basics of installment loans, including principal, interest, and loan term.
  - d. Exploring uses and risk of credit cards.
  
2. Students will apply mathematical models to voting and apportionment by:
  - a. Utilizing the plurality, Borda Count, plurality with elimination and pairwise comparison methods to determine the outcome of an election.
  - b. Comparing and contrasting voting paradoxes.
  - c. Solving apportionment problems using Hamilton's, Jefferson's, and Webster's methods.
  - d. Comparing and contrasting the apportionment paradoxes.
  - e. Exploring how apportionment is used to allocate seats in the U.S. House of representatives and the effects of redistricting.
  
3. Students will engage in ways of learning that involve counting strategies, ratios and proportions by:
  - a. Applying rules of probability to determine the likelihood of events occurring.
  - b. Calculating odds for and against in games of chance.
  - c. Assessing risk in terms of accidents or death rates.
  - d. Utilizing dimensional analysis to solve problems.
  
4. Students will analyze and interpret representations of data to draw reasonable conclusions by:

- a. Using proper statistical terminology notation to identify populations and samples, types of variables and methods of data collection.
- b. Calculating measures of central tendency including mean, median and mode.
- c. Determining measures of variation including range, variance and standard deviation.
- d. Utilizing the normal distribution to find corresponding percentiles.
- e. Applying the empirical rule to describe a normal distribution.

5. Students will organize, visualize and model data in a meaningful way by:

- a. Employing software to create pie charts, bar graphs, line graphs, scatter plots and histograms.
- b. Modeling linear relationships between quantitative variables using linear regression.
- c. Investigating correlation and its relationship to causation.

## **Important Dates**

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**Class Dates:** 18-AUG-2025 to 12-DEC-2025

**Drop Date:** 22-AUG-2025

**Withdrawal Date:** Please reference the Academic Calendar below

<https://www.spcollege.edu/academic-calendar>

## **Required Textbook and Other Resources**

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**Using and Understanding Mathematics, 8th Edition, 18 week access code**

**Required or Optional:** Required

**ISBN:** ISBN: 9780137575183

**Authors:** Bennett, Briggs

**Publisher:** Pearson

**Publication Date:** 2023

**Edition:** 8th edition

## Notes

This course is part of the First Day Inclusive Access Program. First Day is a partnership between Barnes & Noble College, SPC and the Publisher to bring your course materials to you through Canvas at the lowest price in the marketplace, on the first day of class. You have the option to opt out of the program within the first week of class if you want to purchase your materials elsewhere. Opting out of the program is likely to cause you to pay a higher rate.

SPC will bill your student account at the discounted price after the opt-out deadline passes. If you are using a 3<sup>rd</sup> party vendor for your course materials and are Chapter 31, Vocational Rehabilitation, Dual Enrollment, etc. we will bill the 3<sup>rd</sup> party vendor for you.

You will also need a scientific calculator. The TI30-xa is a good inexpensive option.

## Calculator Policy

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A scientific calculator is needed for this course. The TI30-xa is a great option.

## First Day Access (Digital Books) Program

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### What is First Day Access: Textbook Savings Program?

This course is participating in the First Day Access Program. You will be given access to the course materials through the Learning Management System (LMS). You will receive instant access to the required materials and save 20-50% or more off the retail price. **You have the option to opt out of the program within the first 10 days of class** if you want to purchase your materials elsewhere. Opting out of the program is likely to cause you to pay a higher rate. **The opt-out date is 10 days from the first day of class.** ([View Opt-out deadline dates](#)).

The materials that are accessed through the LMS are **NOT** included in your tuition. **If you do not click on the button to opt-out, you agree to pay the discounted fee and SPC will bill your student account at the First Day price after the opt-out deadline passes-approximately 2 weeks after your class starts.** This will show as a bookstore charge. Please check your student account. If you have BLOC or are a 3<sup>rd</sup> Party vendor then the charges will be covered **\*exceptions do apply**, if you are self-pay, please make those payments to the business office.

## Refund Policy

If you drop a class within the drop deadline for your course, the refund policy will be the same as SPC's [drop w/refund policy](#). If you withdraw after the drop deadline ([see your schedule for dates](#)), then you will be responsible for those charges on your account (For example, if you receive a "W" you will not be eligible for a refund).

Should you choose to purchase the required materials out of pocket you **MUST** opt out to avoid being charged. If you do not opt out by the deadline, which is 10 days from the start of class, then you must request to be opted out and proof of purchase must be submitted to [tharrison@bncollege.com](mailto:tharrison@bncollege.com) to prevent First Day Fees being added to your account.

**If you are unsure whether this course participates in the First Day program, please contact your instructor for clarification.**

## Performance Assessment and Grading

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This course includes MyMathLab (MML) homework, unit tests in MyMathLab, proctored midterm and proctored final exam and discussions.

**Discussions** (10% of grade): The discussions are designed to reinforce the key concepts from each unit. The discussions are available in Canvas and instructions are included for each discussion. For the module discussions, each student is required to make their initial posting before they can see the postings of the other students in the class.

For the discussions, each initial discussion posting should answer the question(s) in the instructions. The posting must include an explanation of the answer provided (15 points). Postings that do not correctly answer the questions or are incomplete (less than 4 sentences) will earn 5 points and feedback will be provided to help the student revise the initial posting and possibly receive the full 10 points. For unit discussions, each student

must also respond to another student's posting. The response must include at least 2 sentences and is worth up to 5 points.

**Homework** (25% of grade): There is MML homework assigned for each unit (22 total assignments). Each homework has 10-15 problems that demonstrate the concepts covered in the unit. MML homework has due dates as shown in MML and on the Canvas Calendar. If you access homework at least once before the due date, you can redo the homework at a later date to improve your homework grade so you have unlimited attempts for homework. The due dates for the MML homework are listed in the weekly schedule in the Begin Here module and on the Course Calendar in Canvas. The homework assignments are graded as you complete each problem.

**You must score at least 60% on each section homework to gain access to the related Module test.**

**Module Tests** (35% of grade): The module tests are located in MML. You are given two attempts for each module test. The highest grade for each test is used. Each time you take a test you will get different questions. You will see your grade when you submit the unit test. The due dates for the tests are shown in the weekly schedule, in MML and on the course calendar in Canvas. ***I do not extend due dates so be sure to complete tests on time.***

**Final Exam** (30% of grade): The final exam is given during the last week of class on the date listed in the weekly schedule. The final exam covers modules 1 to 6.

## Grading Scale

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Your course grade will be determined by the following components and scale.

Component	Weight in Final Grade
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Discussions (in Canvas, drop lowest)	10%
MyMathLab Homework (drop lowest)	25%
Syllabus Quiz/MyMathLab Module Tests (drop lowest)	35%
Final Exam	30%

MyMathLab assignments (homework and tests) and discussions (in Unit modules in Canvas) are due on Mondays by 11:59PM. Late assignments are not accepted. **The syllabus quiz must be completed with a score of 100% to gain access to the Canvas course materials.**

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

Note: A grade of “C” or better must be earned in this course to satisfy the General Education Requirements for the AA/AS degree.

## **Late Work Policy**

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MyMathLab homework can be worked on after the due date. Students are expected to submit the Module tests by the dates listed in the weekly schedule. Due dates for discussions are not extended.

## **Availability of Course Content**

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MyMathLab materials (homework and tests) are available from the first day of the class.

The syllabus quiz must be completed with a score of 100% to gain access to the Canvas course materials. Appropriate Canvas assignments and resources will be available each week based on the weekly schedule. Discussion topics are available in the associated unit module in the Canvas course.

The final exam will be given during the last week of class as shown in the weekly schedule available in the Begin Here module.

## **Course Assignment Schedule**

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Please see the detailed weekly schedule in [Begin Here](#) that lists all course assignments and due dates.

## **Communication Plan**

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Emails and phone calls will be returned within 48 hours.

Weekly updates will be sent each week by email and in the Canvas announcements..

## **Expectations**

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Students are expected to complete assignments by the dates listed in the weekly schedule.

I will respond to emails within 48 hours; discussions will be graded within 48 hours after the due date.

## **How to Be a Successful Student**

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Embarking on the journey of higher education can be transformative, and embracing the habits of successful students is a key component of that transformation.

### **Habits of Successful Students:**

- Proactive and disciplined attendance: punctual attendance, active engagement in class activities.

- Actively seek to catch up on missed materials: acquire notes and assignments promptly.
- Engage in continuous study outside class: deepen understanding through self-study.
- Integrate feedback and seek extra credit opportunities.
- Remain fully involved in the educational process.

**Mindset and Strategic Approach:**

- Set realistic and specific learning goals for focus and direction.
- Recognize the value in each task to sustain effort.
- Maintain a positive attitude and break tasks into manageable parts.
- Regularly monitor progress and understanding.
- Embrace mistakes as learning opportunities for resilience and genuine interest in the subject.

**Course Attendance**

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View the college-wide attendance policy included in [How to be a Successful Student](#).

For this class, attendance is defined as logging into Canvas and MyMathLab at least once each week and completing course assignments in Canvas and in MyMathLab by the posted due dates.

For week 1 attendance is defined as logging into the Canvas course, registering in the MyMathLab course, submitting the syllabus quiz with a score of 100% and posting to the class introduction discussion by 11:59PM on Saturday of week 1..Students who do not complete these activities by Saturday of week 1 will be removed from the course.

**Technology Requirements & Policy**

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View the [Canvas Minimum Technology Requirements](#)

If you need technical assistance, please [Contact the Technical Support Center](#).

Minimum Technical Skills: Students should know how to navigate the course and use the course tools (email, discussion, gradebook, etc.). Learning Management System (LMS) tutorials are available to students new to this LMS and are located at the beginning of the course. Most features in the LMS are accessible on mobile devices, although it is recommended that you use a computer for quizzes, tests, and essay assignments.

Students also MUST become proficient with MyMathLab, StatCrunch, and the tools contained within the program to be successful in this course.

### **Accessibility of Technology**

- [Canvas Accessibility](#)
- [Microsoft Accessibility](#)
- [Google \(YouTube\) Accessibility](#)
- [Panopto Accessibility](#)
- [Copyleaks Accessibility](#)
- [Cengage Accessibility](#)
- [McGraw-Hill Accessibility](#)
- [Pearson Accessibility](#)

### **Privacy**

- [Canvas Privacy](#)
- [Microsoft Privacy](#)
- [YouTube Privacy](#)

- [Panopto Privacy](#)
- [Copyleaks Privacy](#)
- [Cengage Privacy](#)
- [McGraw-Hill Privacy](#)
- [Pearson Privacy](#)

## **SPC Policy: Attendance/Participation/Withdrawal**

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Withdrawing from a course with a “W” or “WF” may impact students’ academic standing and financial aid eligibility including placing the student in early repayment. It is the student’s responsibility to understand the consequences of withdrawing.

### **Attendance**

College policy requires students to attend class prior to the published deadline to drop with a refund. The instructor is required to report non-attendance and the student will be dropped after the first week of classes.

If you don't attend during the first week of the term, you will be automatically dropped, and the class removed from your schedule. If you receive financial aid, your award amount may be adjusted if the drop changes your enrollment status (e.g. full-time to part-time).

It is the student's responsibility to know the attendance policy of the class in which they are enrolled.

- Depending on the modality of the course, attendance may be online, LIVE Online, blended, or on-campus.
- For LIVE Online classes, attendance will be taken online during the normal class meeting time/days.
- Students who are feeling ill for any reason should communicate in a timely manner with their instructor regarding attending online instead of on-campus, and/or the

responsibility of excused absences. Students are also responsible to discuss completing any missed work with the instructor.

### **Participation**

College policy require the instructor to report any student who is not actively participating at the 60% point of a class. The instructor will report the student by the end of the week immediately following the 60% point of the class and the student will be withdrawn from the course and assigned a "W" grade. It is the student's responsibility to understand the instructor's requirements for 'active participation.

### **Student Withdrawals**

You may drop a course through the [Drop with Refund](#) date listed on your Fee Schedule and be eligible for a refund, although withdrawing may affect your financial aid. If you withdraw prior to completing 60% of a class and receive any form of federal financial aid (grants or loans) you will be required to repay a portion. If you are thinking of withdrawing, please speak with your instructor, an [Academic Advisor](#) or a [financial aid counselor](#).

Withdraw requests submitted after the last date to withdraw with a "W" (see academic calendar) will result in a "WF". Students and instructors will automatically receive an email notification through their SPC email address whenever a withdrawal occurs. Students should consult with an academic advisor or financial assistance counselor prior to withdrawing from a class.

Students who wish to withdraw completely from SPC are not able to totally withdraw from all classes through MySPC. A student must contact an Academic Advisor to totally withdraw.

## **SPC Policy: Academic Honesty**

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St. Petersburg College expects students to be honest in all of their academic work. By enrolling at the College, students agree to adhere to the College's standards of academic honesty and integrity. Failure to comply may result in academic and disciplinary action, up to and including expulsion from the College. As members of the College community, students also have an ethical obligation to report violations of the SPC academic honesty policies they may witness.

To better understand what academic integrity means and the potential consequences of violating it, please watch the following videos:

- [What is Academic Integrity?](#) (1:29)
  - [Transcript for "What is Academic Integrity?"](#)
- [What Happens When You Violate Academic Integrity?](#) (2:08)
  - [Transcript for "What Happens When You Violate Academic Integrity?"](#)

The academic honesty policy and procedures are available online:

- [Academic Honesty Policies, Honor Code](#)
- [Academic Integrity Policies and Procedures](#)

These documents include details on what is meant by:

- Cheating
- Plagiarism
- Bribery
- Misrepresentation
- Conspiracy
- Fabrication
- Collusion
- Duplicate submissions
- Academic misconduct
- Improper Use of Any Electronic Device

Cheating - The improper taking or tendering of any information or material submitted for a course.

Examples of cheating, improper use of electronic devices, and improper online course use include, but are not limited to:

- Using unauthorized materials during a test, such as the course textbook, notebook, formula lists, notes or crib sheets, including information accessed through a calculator or other electronic devices.
- Unauthorized access, modification, use, creation or destruction of calculator-stored or computer-stored data and programs.
- Selling or giving away all or part of the information on an electronic device, which will be used as course work.
- Sharing an electronic device while leaving answers on display or in memory.
- Submitting a duplicate homework or test with only the student's name changed.
- Unauthorized use of an electronic device to search for solutions during an exam.
- Having or providing unauthorized outside help when completing online quizzes or assignments.
- Obtaining access to confidential test materials or questions before quizzes or assignments.

Some of your courses may include online material that is protected by copyright. This means that the work is available for you to use in your studies, but you can't copy and share the materials ( [copyright.gov](http://copyright.gov)). Please see [SPC's copyright information](#). It's your responsibility to be academically honest in all of your work.

## **Course Specific Academic Honesty Policy**

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Students are expected to complete all course assignments on their own. During tests, students may use their own notes, etext and a calculator.

During the proctored final exam, students may use the Final Exam formula sheet, one page of notes (front/back) that they create and a calculator. Other materials are NOT allowed to be accessed during the final exam.

## **Generative AI Not Permitted**

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You are strictly prohibited from using use Generative AI (Artificial Intelligence), including ChatGPT and similar AI tools, in this course. The work produced by AI writing tools is not your own original work and is therefore unacceptable for the assignments in this course. If you cite AI-generated content, the work will be considered incomplete and receive a zero. If you do not cite, the work will be considered plagiarism and receive a zero. If you have any questions about this, please reach out to me. I am glad to offer guidance!

## **Learner Support and Other Student Resources**

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Use the following links to view web sites on SPC's:

- [Free Tutoring](#)
- [Accessibility Services](#)
- [Academic Support](#)
- [On-Campus and Online Support](#)
- [Student Services](#)

Additional Resources:

- [Academic Calendar](#)
- [Learning Resources](#)
- [Career Services](#)
- [International Student Services](#)
- [Veterans Services](#)

## **Course Specific Code of Conduct**

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### **Code of Conduct**

The behavior of all students in class should reflect a professional, respectful, and compassionate environment. Inappropriate or inconsiderate behavior will result in consequences. Students must be thoughtful of their comments, actions, and decisions, considering how these impact classmates and instructors.

## **Online Student Participation and Conduct Guidelines**

The practices of courtesy and respect that apply in the on-campus classroom also apply online. Any discriminatory, derogatory, or inappropriate comments are unacceptable and subject to the same disciplinary action applied in courses offered on campus.

### **Netiquette**

Whether you are in an online class or a physical classroom, certain behaviors are expected when you communicate with your peers and your instructors. You need to contribute to a positive learning/teaching environment, respecting the rights of others and their opportunity to learn. No one has the right to interfere with the teaching/learning process. Below are the traits of a successful student. These guidelines pertain whether your course is online or in the classroom. When communicating, you should always:

- Treat everyone with respect in every communication
- Use your professor's proper title: Dr. or Prof., or if you are in doubt use Mr. or Ms.
- Use clear and concise language
- Remember that college level communication should use correct grammar, whether written or spoken. Avoid slang.
- Use correct spelling and avoid texting abbreviations
- Avoid using the caps lock feature as it can be interpreted as yelling online
- Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and, even when spoken, your message might be misunderstood
- Be cautious with personal information (both yours and others')

**When you send an email to your instructor, department chair, dean, or classmates, you should:**

- Use a subject line that describes what you are writing about
- Avoid attachments unless you are sure your recipients can open them

- Be clear, concise, and courteous
- Sign your message with your name
- Use your SPC email account to ensure delivery. Sometime emails from non-SPC accounts are stopped by the spam filter and the recipient may not receive it.

**When posting to a discussion board, you should:**

- Write posts that are on-topic and within the scope of the course material
- Take your posts seriously; review and edit your posts before sending
- Be as brief as possible while still making a thorough comment
- Always give proper credit when referencing or quoting another source
- Read all messages in a thread before replying
- Avoid repeating someone else's post without adding something of your own to it
- Avoid short, generic replies such as, "I agree." You should include why you agree or add to the previous point
- Always be respectful of others' opinions, even when they differ from your own
- Express any differing opinions in a respectful, non-critical way
- Not make personal or insulting remarks
- Be open-minded

**Recordings in the classroom**

Students may record lecturers in class for personal use (such as studying or documenting complaints to the institution) without explicit permission. However, students may not record non-lecture portions of class (such as skills labs, student group work, individual student instruction, Q/A sessions, recording studio critiques, group/individual production and computer lab time, practicums/internships, or clinical/simulation rotations) or other students without explicit permission, and may not disrupt class in making such recordings (such as trying to use a device with a calculator or calculator app in a class that does not allow calculators, or blocking the view or aisles for others in the class).

Having an approved ADA accommodation is considered explicit permission to record from the college.

Students making such recordings may not share recordings without explicit permission and are personally liable for unauthorized dissemination. If in doubt, please discuss with your professor before class.

The instructor has the authority to ask a disruptive student to leave a classroom or lab. The instructor may also delete posts or materials from an online or blended class and/or take disciplinary action if disruptive behavior continues. This ensures that all students in the class have an opportunity to learn.

For additional information, review the [SPC Expectations for Student Conduct](#), [Online Student Participation and Conduct Guidelines](#), and the [SPC Netiquette Policy](#). Please strive to uphold these standards to ensure a positive and productive learning environment.

## **Auditing a Class**

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Auditing a course allows a student to take a class without benefit of a grade or credit for the course. Students do not have to seek special permission to audit a course, but they do need to communicate to their instructor they are auditing. If an auditing student has something specific they are hoping to get from the course, they should discuss that with the faculty member during the first week of classes.

**Once registered as an audit student, one may not change from credit to audit or from audit to credit after the drop/add period.** However, under certain circumstances, a student may appeal to the appropriate Dean and request a change from audit to credit status after the registration period has expired, but have 60 days into the subsequent term to appeal the status change. The Dean will verify with the instructor that the student

completed all of the requirements for credit in the course. The Dean's decision is the final decision.

Audit students are required to meet course prerequisites including appropriate scores on the St. Petersburg College Placement Test unless such requirements are waived by obtaining permission through the Dean.

**Please note: Not all courses are eligible for auditing.**

## **Student Survey of Instruction**

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The Student Survey of Instruction is administered in courses each semester. It is designed to improve the quality of instruction at St. Petersburg College. All student responses are confidential and anonymous and will be used solely for the purpose of performance improvement.

## **Title IX**

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At St. Petersburg College, our faculty are dedicated to fostering a secure and open environment conducive to learning for all students. Title IX prohibits gender discrimination, including sexual harassment, domestic and dating violence, sexual assault, and stalking. If you, or someone you are aware of, has experienced sexual harassment or sexual violence, or any form of sexual misconduct, which includes incidents like sexual assault, relationship violence, or stalking, please know that there are avenues for help and support.

We strongly encourage every member of our college community to be proactive, seek assistance, and report occurrences of sexual misconduct to the Title IX Office. It's important to be aware that under Title IX regulations, faculty members are obligated to report such incidents to the Title IX Office. However, if you prefer to have a conversation

with someone who is not required to report, you can consult the [SPC's Counseling Services](#).

St. Petersburg College urges everyone in our community to step forward, seek support, and report any incidents of sexual harassment or gender-based discrimination to the St. Petersburg College Title IX Office. They can be reached via email at [SPCTitleIX@spcollege.edu](mailto:SPCTitleIX@spcollege.edu) or by phone at 727-341-3261. Remember, these resources are here for your support and well-being.

## **Equal Access**

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St. Petersburg College affirms its equal opportunity policy in accordance with the provisions of the Florida Educational Equity Act and all other relevant state and federal laws, rules and regulations. The College will not discriminate on the basis of race, color, ethnicity, religion, sex, age, national origin, marital status, pregnancy, sexual orientation, gender identity, genetic information, or against any qualified individual with disabilities in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this Rule, the College will not tolerate such conduct. Should you experience such behavior, please contact the Equal Access/Equal Opportunity Office at 727-341-3261; by mail at P.O. Box 13489, St. Petersburg, FL 33733-3489; or by email at [eaao\\_director@spcollege.edu](mailto:eaao_director@spcollege.edu).

## **Accessibility Statement**

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St. Petersburg College recognizes the importance of equal access for all students. Accessibility Services (AS) is the campus office that supports students with disabilities to approve and coordinate reasonable accommodations. Students who have, or think they may have, a disability (e.g., learning disability, ADD/ADHD, psychiatric, medical/orthopedic, vision, and/or hearing) are invited to contact their AS campus coordinator ([Accessibility Services Contacts](#)) for a confidential discussion. If an accommodation is deemed to potentially alter the nature of the course, it will require a decision by a committee. Therefore, ample time must be provided to evaluate and process such requests. Students who are currently registered with AS are encouraged to request accommodations early in the semester by logging into their AIMS account.

Additional information is available at the college-wide Accessibility Services website [www.spcollege.edu/accessibility](http://www.spcollege.edu/accessibility).

## **Safety and Security**

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We want to make sure that you are comfortable on campus and feel secure in your learning environment. The SPC campuses are very safe but you should be aware of your surroundings, just as you are anytime you are in a public space. In each classroom there is an Emergency Response Guide to help you during an emergency. It is also a good idea to be familiar with evacuation routes in buildings that you use frequently. **If you have an emergency, dial 911 immediately.** For information on campus safety and security policies, please call 727-791-2560. More information is also available on the [Campus Safety website](#).

The college website ([spcollege.edu](http://spcollege.edu)) is the best source of information in the event of an emergency. It's possible for something like a hurricane to disrupt classes on campus; if this happens there are plans on how to help you continue your education. You should be comfortable using the Learning Management System (LMS), as it will be key in communicating with faculty about course materials and assignments. Make sure you are familiar with sending and receiving emails, participating in discussion posts, navigating through course materials, and submitting assignments in the LMS. It is important to be able to use the LMS for learning activities if your campus is closed.

Federal and state law requires a person designated as a "sexual predator or offender" to register with the Florida Department of Law Enforcement (FDLE). The FDLE is then required to notify the college if the person attends, or is employed, by a college or university. You can find out more information by calling the FDLE hotline (1-888-FL-PREDATOR) or by visiting [offender.fdle.state.fl.us/offender](http://offender.fdle.state.fl.us/offender). A list of sexual offenders or predators registered for classes at SPC is also available.

## **Titans Care (Student Assistance Program)**

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As an SPC student it's vital that you know Titans Care. You can access resources through [SPC's Student Assistance Program \(SAP\)](#), a collaborative resource for students with mental health or general life issues. SAP provides help and education in suicide prevention, mental health, substance abuse awareness and more. It is SPC's belief that supporting mental wellness is everyone's charge and that one loss as a result of substance abuse, mental illness, or suicide is one too many. If you or a loved one are considering suicide, please call the National Suicide Prevention Lifeline at 1-800-273-8255.

## **SPC Vaccination Policy**

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SPC is concerned about the health and well-being of all students. We encourage all students to remain current on vaccinations as suggested by appropriate health authorities. SPC does not require vaccinations for general admissions to our degree or certificate programs, with some exceptions for specific programs.

## **Student Concerns**

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St. Petersburg College wants to make sure that you are able to receive prompt and fair resolutions to any concerns that you might have. If you feel that you have had a bad experience with a college employee, or you have a concern about college facilities, please bring it to our attention. Begin by speaking directly to the person responsible for the department; direct conflict resolution is an important skill to develop and usually brings about the best results. If you aren't satisfied with the outcome, or are not comfortable approaching the person directly, you may submit the information using an online form: [web.spcollege.edu/survey/13002](http://web.spcollege.edu/survey/13002)

If you're not able to submit the form online yourself, feel free to ask a college employee to submit the form on your behalf.

## **Instructional Continuity During Emergencies**

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The St. Petersburg College website at [www.spcollege.edu](http://www.spcollege.edu) is the official source of college information regarding the status of the institution. Other important information will be

communicated via SPC Alert, local media outlets, and the college toll-free phone number 866-822-3978. All decisions concerning the discontinuation of college functions, cancellation of classes, or cessation of operations rest with the President or his/her designee. The College realizes that it is possible for a significant natural disaster to compromise SPC campus facilities sufficiently to disrupt the delivery of classes on campus/campuses for an extended period and is planning ways our operations can continue following such an emergency.

So, if a hurricane or other natural disaster causes significant damage to St. Petersburg College facilities, please visit the college website for an announcement of the College's plan to resume operations.

Further, in the event of such a disaster, the Instructor will continue using the Learning Management System (LMS) for continuation of all required learning and instructional activities in this course, including the issuing of graded online assignments and expectation of student completion of those graded assignments.

Therefore, to keep up with all activities in this course during and after a natural disaster, please plan to continue this course by maintaining online access to the LMS (possibly through duration of the course's regularly scheduled end date). We will finish this course in the LMS, as directed by your Instructor online, and your Instructor will use all graded assignments to assess and issue your final letter grade for this course, as normally planned, despite occurrence of the natural disaster.

For all current updates on pandemic conditions or other events, please visit SPC Updates at <https://www.spcollege.edu/spc-updates>

## **Terms of Instruction**

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Please note that the instructor of this course reserves the right to make any changes to the syllabus, course schedule, calendar of events, discussion threads, assignments, etc. throughout the course of the semester. You will be notified of those changes in advance

(or as much as possible in advance) when this occurs. Changes may be necessary for various reasons, including instructor illness, students' progress, weather events, institutional needs, etc. Please approach any changes with flexibility and understanding.