



Herkimer
THE STATE UNIVERSITY OF NEW YORK

HERKIMER COUNTY COMMUNITY COLLEGE

Course Syllabus

Course Title

Course Number and Section – Credits - Semester

Instructor Name

Office Location

Office Hours:

Phone:

Email:

Additional Contact Information (optional)

COURSE DESCRIPTION

Use content from Common Course Syllabus

COURSE OBJECTIVES

Use content from Common Course Syllabus

COURSE TEXT

Use content from Common Course Syllabus or update as needed.

Book Title and ISBN

STUDENT LEARNING OUTCOMES

Use content from Common Course Syllabus

SUNY GENERAL EDUCATION OUTCOMES

Use content from Common Course Syllabus

MAJOR DIVISIONS OF SUBJECT MATTER

Use content from Common Course Syllabus

GRADE DETERMINANTS

Your final grade in this course will be determined by the following:

- 35% tailor to your course
- 15% tailor to your course
- 15% tailor to your course
- 20% tailor to your course
- 15% tailor to your course

This class would normally meet 2 hours for lecture and 2 hours for lab. You should expect to spend that amount of time doing your work on-line.

Do not wait until the last day to complete your work as this work may take longer than you anticipate.

- Add in any additional instructor policies that may impact grade such as how late assignments will be treated.

Grading Scale:

- 98-100% A+
- 93-97 A
- 90-92% A-
- 88-89% B+
- 83-87% B
- 80-82% B-
- 78-79% C+
- 73-77% C
- 70-72% C-
- 68-69% D+
- 63-67% D
- 60-62% D-
- 59% or less F

COURSE ASSESSMENT

Each instructor is committed to modifying and improving the course learning activities based upon the feedback provided by the course learning outcomes assessment process. Student achievement will be assessed and reported out for SLOs at the following levels: 78-100%, 70 – 77%, 60 – 69%, 0 (assessment not taken or earned zero). Minimum expected achievement of student learning outcomes is 70%; desired level is 78 – 100%.

>> can add in specific assignments to connect with SLO

Alternate Course Delivery Statement

In order to ensure academic continuity, this course may utilize different pedagogical tools such as online or real time remote classes to meet course learning outcomes, provide support for students, and maximize learning during identified continuity events (i.e., pandemic events, facilities shutdown, storms, etc.).

>> can add additional information.

COLLEGE POLICIES

Academic Honesty Policy

Academic honesty is foundational to a successful quality educational experience. The maintenance of academic integrity is the responsibility of both faculty and students. Current and prospective students are expected to adhere to the values of intellectual and academic honesty and integrity. Academic dishonesty is a violation of the Student Code of Conduct. Any charge of academic dishonesty shall be substantiated by the preponderance of the evidence.

For a complete description of the wide range of behaviors that are considered academic dishonesty, the procedures to resolve such matters, and information about a student's right to appeal, visit Herkimer's webpage at the link below.

www.herkimer.edu/catalog



Additional guidance about Herkimer's expectations and provisions for helping students to achieve success is available in the Academic Regulations and Student Conduct section of the College's Policies, Procedures and Services page at the following link: www.herkimer.edu/catalog

Attendance

To maintain high quality academic work, regular attendance at class is necessary. Absence from class is considered a serious matter and never excuses a student from class work. After reviewing the student's justification, the instructor may give the student the opportunity to make up the work missed; however, this decision is at the instructor's discretion. A college-wide attendance policy empowers a faculty member to administratively withdraw a student who has missed 20% of the class meetings in a course.

>> additional instructor specific classroom policies can be added

-----Color Key -----

Content in Blue should be updated to instructor but must be included in your syllabus.

Content in Red may be tailored to the individual instructor.

Content in Black must remain the same as it is written.

Content in green should be identical to what is written in the Common Course Syllabus.

** The format can be changed to the instructor's preference.