



FRIENDS
UNIVERSITY
Online

Introduction to Psychology

PSYC 100

Email:

Office Hours:

Phone:

In order to promote the health and safety of our community members during the COVID 19 pandemic: *If a student is sick and thinks they have Covid 19 the student needs to stay home three days with no fever or Covid 19 symptoms and 10 days since the symptoms first appeared.*

If a student tests positive for Covid19 but does not have symptoms the student needs to stay home until 10 days have past since the positive test.

Students who need to miss face to face classes should contact their instructors immediately or arrange and SEL or on-line options in order to continue to participate in class.

Friends University, a Christian University of Quaker heritage, equips students to honor God and serve others by integrating their intellectual, spiritual and professional lives.

Syllabus

Course Overview, Description and Position in the Curriculum

Introductory Psychology - 3 credit hours

The course provides the student a comprehensive overview of the subject, which includes: philosophies, theories, developmental aspects and understandings of the psychological make-up of the human organism.

This course is designed to help students acquire knowledge in and understanding of the broad scope of the field of psychology as it applies to behavior, biology, human development, personality, and research. This course meets General Education Goal 4: Breadth of Knowledge – Social Sciences and History.

PSYC 100/110 is required for all students majoring or minoring in Marketing and suggested for all majors in the Division of Business and Information Technology. Introduction to Psychology meets the Social & Behavioral Sciences General Education requirement for CGPS (College of Graduate and Professional Studies) and CBASE (College of Business, Arts, Sciences and Business). This course is also a core requirement in the Bachelor of Science degree in Human services/Psychology and meets Perspectives General Education Requirement.

Course Objectives

By the end of the course, the student will be able to:

- **describe** the basic theories of psychology
- **develop** a basic understanding of the history of psychology
- **understand** the basic principles of psychology; biological aspects, human development, learning, personality, stress and coping, normal and abnormality
- **understand** the contextual factors affecting basic psychology (ethics, culture, gender, social economic)
- **understand** the concept of “self” and “others”

Course Outcomes

At the conclusion of this course, students should demonstrate* the following:

- understanding of the science of psychology, its evolution and continual development
- awareness of the major psychological approaches to the study of human behavior
- familiarity of psychological terminology, concepts and findings
- understanding of psychology’s methodology and limitations
- higher critical thinking skills
- ability to write appropriately in the behavioral science field

**Measured by exams, written assignments, and class discussions*

Psychology Department Outcomes

This course supports the following Human Services/Psychology Department outcomes:

- Students will understand the major theoretical approaches, research findings, and historical trends in the science of psychology.
- Students will demonstrate an understanding of the use of major research methods in psychology, including design, data analysis, and interpretations.
- Students will apply the major theoretical approaches in psychology to reality-based personal, social, motivational, emotional, educational, and organizational issues.

Course Materials

Course Expectations, Responsibilities and Recommendations

The objective of a college education is to learn and grow as an individual and online learning is a great opportunity offered by Friends University for students to do just that whenever and wherever they wish. However, because of the lack of specific times or accountability of meeting in the classroom, online students must assume more individual responsibility. Below are a few recommendations for your success in this online class:

- ✓ Make a commitment to staying ahead of the class schedule – don't wait to complete assignments. Schedule time each week to review PowerPoints, video, and links, do your quizzes and discussion boards. If possible the same time each week and before the cut-off day/time so you are not forced to complete a quiz you are not quite ready to do or rushed to complete/submit your course work.
- ✓ It is strongly encouraged that you check Moodle once a day to stay on track and "connected" to what is happening in your online class environment.
- ✓ Motivate yourself to keep up - "reward" yourself for completing assignments, quizzes and discussion boards ahead of schedule. Buy yourself a cappuccino, latte or your favorite kind of candy, etc. Take a break after finishing your assigned reading and catch a movie, watch your favorite TV show, etc. Research shows that small "rewards" help keep students on track, energized and focused for success!
- ✓ Excel at time management skills – as it ultimately falls upon you, the student, to complete the coursework and reading expected.
- ✓ Should you find that you are unable to complete this course you are responsible for dropping the class (through the Registrar's Office). If you do not "officially" drop the course, I will have no choice but to enter a final grade into your transcript equal to your efforts.

Late work is not accepted except in cases of extreme emergency (e.g., death in the family; hospitalization, etc.) You must contact the instructor through Friends University email and include a plan to make up missed work. Discussion Boards cannot be made up.

Evaluation:

| | |
|------------------------------|----------------|
| Writing Assignments | 150 pts |
| Quizzes | 150 pts |
| Discussion Boards | <u>120 pts</u> |
| Total Points Possible | 420 pts |

Course Structure and Grading

| Activities | | Total Points |
|--|---------------------|--------------|
| | | |
| | | |
| Writing Assignments | | |
| <input type="checkbox"/> Matching | 10 | 150 |
| <input type="checkbox"/> Am I Sleep Deprived? | 20 | |
| <input type="checkbox"/> Me, Stressed Out? | 20 | |
| <input type="checkbox"/> Diagnosing a Famous Person | 20 | |
| <input type="checkbox"/> Final Informative Essay | 80 | |
| | | |
| Quizzes (3 @ 10 points each) | | 150 |
| <input type="checkbox"/> Week 1: Chapters 1, 2 (combined) & 3 | 20 | |
| <input type="checkbox"/> Week 2: Chapters 4 & 5 | 20 | |
| <input type="checkbox"/> Week 3: Chapters 6 & 7 | 20 | |
| <input type="checkbox"/> Week 4: Chapters 8 & 9 | 20 | |
| <input type="checkbox"/> Week 5: Chapters 10, 11, & 12 | 30 | |
| <input type="checkbox"/> Week 6: Chapter 13 & 14 | 10 | |
| <input type="checkbox"/> Week 7: Chapters 15 & 16 | 20 | |
| <input type="checkbox"/> Week 8: Chapter 17 | 10 | |
| | | |
| Discussion Boards (6 @ 20 points each) | | 120 |
| <input type="checkbox"/> Introductions | 20 | |
| <input type="checkbox"/> Week 1 ~ What is Psychology? | 20 | |
| <input type="checkbox"/> Week 3 ~ Eyewitness and "Show-ups" | 20 | |
| <input type="checkbox"/> Week 4 ~ Motivation: Rewards and Punishments | 20 | |
| <input type="checkbox"/> Week 5 ~ Trauma: Effect on Human Growth and Development | 20 | |
| <input type="checkbox"/> Week 8 ~ Reflect on Your Journey | 20 | |
| | | |
| | TOTAL POINTS | 420 |

Points to Grades

A = 378 – 420

B = 336 – 377

C = 294 – 335

D = 252 – 293

F = 251 and below

Attendance Policy

Weekly attendance is determined by log in time and by discussion boards participation, and submission of assignments, and quizzes. A week for this course is defined as Monday through Sunday midnight. **A student is reported absent for a weekly session if they do not meet the attendance criteria and make submission(s) assigned that week.** When an absence is unavoidable, students should arrange in advance with the instructor for the completion of work missed. Discussion Boards cannot be made up. Penalty for absence rests with the teachers concerned. Excessive absences or tardiness may jeopardize the student's academic standing. If necessary, withdrawal from a course or dropping the course in the appropriate time frame is the student's responsibility. If you miss class during the week, you will not receive the points. PLEASE NOTE: During Week 8, the course closes on Saturday at 11:55pm.

Assignments

MATCHING

Students may retake the matching assignment as many times as you wish until the end of scheduled week. The highest score will be recorded. Up to 10 points available.

AM I SLEEP DEPRIVED?

Take the Sleep Deprivation Questionnaire and utilize the sleep resources to help formulate your essay. Up to 20 points.

ME, STRESSED OUT?

Student Stress Questionnaire and Essay – complete the questionnaire and respond to the questions. Up to 20 points.

DIAGNOSING A FAMOUS PERSON

Here you get to play “psychologist.” No papers over Demi Levato or Miley Cyrus will be allowed. Up to 20 points.

FINAL INFORMATIVE ESSAY

A 5-7 page informative essay over a topic(s) in the course which you find most interesting. Must include a minimum of 5 outside resources, 10 terms from the textbook. Up to 80 points.

General Paper Requirements

- ✓ **WORD file or compatible word processing program**
- ✓ **Word count – see each assignment for minimum requirement**
- ✓ **Times New Roman, size 12 font**
- ✓ **Double spaced**
- ✓ **1” margins**

Quizzes

Quizzes are closed-book and timed (20 minutes). However, you have two attempts. The highest score will automatically be recorded in the grade book. Questions are primarily drawn from the weekly chapter readings in your textbook and supporting resources available to you in the course on Moodle. Questions are multiple choice. Quizzes are worth 10 points. Please be prepared to take the quiz in its entirety when you open it. Quizzes will open each week on Tuesday at 8am and close Sunday at 11:59pm except for Week 8 which will close on Saturday at 11:59pm.

Online Learning – Discussion Boards

Discussion Boards or Forums in an online environment are one of the most critical elements to the class. Your postings and comments should be thoughtful and demonstrate thorough understanding of the topic, questions, and/or readings. Discussion Boards are not just an assignment to obtain points; they are utilized to influence your critical thinking as well as that of your peers. **It is understood that you are busy, working adults and young adults. With that being said, I often see students hurriedly posting at the last minute just to complete the task and receive the points. When such a practice is utilized, it does not give an opportunity for productive, flourishing, conversation that enhances learning.**

Discussion Question Responses MUST meet the following criteria:

1. Discussion Posts - initial reply to the discussion questions AND 2 subsequent replies to classmate's replies must be SUBSTANTIVE POSTS.
 - a. The **concept** of substantive posts is to create proactive and encouraging involvement in discussion with classmates.
 - b. The **expectation** is that students will draw upon professional or personal experience, interpretation of the assigned readings, and other reference material to enrich the broader body of knowledge for the class.
2. **100-word** count minimum, excluding citation and references.
3. **References** must be provided to support ideas, opinions, and facts.
4. At least one (1) in-text citation must be utilized (more if needed), and references, as appropriate. **In other words, RELATE your posts to the chapter's content.**
5. Avoid offering perspectives that you cannot substantiate through the reading, outside (verifiable) research, or personal professional experience.
6. **THREE POSTINGS**, minimum. ***Your original posting worth 10 points AND two (2) replies to DIFFERENT classmates, worth 5 points each.***

Additional information concerning discussion boards...

- To receive full credit:
 - Substantive posts submitted to the discussion prompts by **THURSDAY midnight** each week, later initial posts will receive fewer points and are due by Sunday at 10:55pm, initial posts submitted after Sunday at 10:55pm will receive a zero.
 - Substantive responses to 2 classmates in a timely fashion soon thereafter.

- ***Replies posted on SUNDAY after 11:59 pm will not receive credit.***
- Requirements listed above and reiterated in the rubric below are met.
- **Discussion Boards cannot be made up later.**
- **Your posts must occur during the week required or you will not receive credit.**

| Weekly Online Discussion Rubric | | | |
|--|---|--|---|
| Criteria | Excellent | Fair | Poor |
| Timely discussion contributions | <u>Initial substantive posting submitted before Thursday, 11:59pm.</u> | Comments posted at the last minute (Sunday after 5:00pm) not allowing for classroom and peer interaction | Late postings submitted after 10:55 pm Sunday. |
| Responsiveness to discussion and demonstration of knowledge and understanding gained from assigned reading | Clearly demonstrates that the topic and/or readings were clearly understood and incorporated well into comments. Posts are substantive and meet 100-word minimum requirement. | Readings were understood, but not much thought or effort put into the post. Short responses Posts are partially substantive. Word count requirement partially met. | Not evident that readings were understood and/or not incorporated into discussion Posts lack substance and did not meet word requirement. |
| Response to Peers | Meaningful and responsive reflections and responses to peers' posts/comments Two (2) substantive reply posting to classmates early in the week. | Displayed lack of interest in other students' comments Only one (1) reply post to a classmate was made. Lacks substance. | Failure to reply to a peer's post/comment or short reply (one sentence or less) No posting submitted. |
| Points | 10/5/5 (Initial/Reply 1/Reply 2) | 5/2/2 (Initial/Reply 1/Reply 2) | 0 |

Course Schedule

Please see the schedule below for due dates. You must submit 'something' in order to avoid being counted absent (per university attendance rules). Weekly participation logs can and will be accessed by your instructor. **Assignments are not accepted late except in cases of extreme and verifiable emergency. Reminder: discussion boards cannot be made up.**

| | Online Dates | To Do | Readings & Activities |
|--------|--------------|---|-----------------------|
| Week 1 | | Introduction Board Discussion Board Quiz (2) Matching Assignment | |
| Week 2 | | Quiz (2) Am I Sleep Deprived? Questionnaire & Paper | |
| Week 3 | | Quiz (2) Discussion Board | |
| Week 4 | | Quiz (2) Discussion Board Me, Stressed Out? Questionnaire and Paper | |
| Week 5 | | Quiz (3) Discussion Board | |
| Week 6 | | Quiz | |
| Week 7 | | Quiz (2) Diagnosing a Famous Person Assignment | |
| Week 8 | | Quiz Discussion Board | |

Course Policies

Online Classroom Etiquette

Friends University supports a positive and enjoyable learning experience for both instructors and students. When an individual engages in disruptive behavior in either a classroom or online setting, the instructor has the authority to set expectations of reasonable and appropriate behavior and involve the Program Director when deemed necessary.

The Core Rules for Netiquette

The Core Rules of Netiquette are excerpted from the book *Netiquette* by Virginia Shea. Click on each rule for elaboration.

- [? Introduction](#)
- [? Rule 1: Remember the Human](#)
- [? Rule 2: Adhere to the same standards of behavior online that you follow in real life](#)
- [? Rule 3: Know where you are in cyberspace](#)
- [? Rule 4: Respect other people's time and bandwidth](#)

- ? [Rule 5: Make yourself look good online](#)
- ? [Rule 6: Share expert knowledge](#)
- ? [Rule 7: Help keep flame wars under control](#)
- ? [Rule 8: Respect other people's privacy](#)
- ? [Rule 9: Don't abuse your power](#)
- ? [Rule 10: Be forgiving of other people's mistakes](#)

Rules for Online Participation

All official university communication will be through your Friends University issued email account. While navigating the online course, it is expected that each student follows the rules outlined below.

1. Students should use email for private messages to the instructor and to other students. The Discussion Board is for public messages.
2. Students are expected to check their Friend University email regularly for important announcements or extra credit opportunities.
3. Students will participate in the Forum Discussion Board.
4. For online technical assistance, students need to contact the please contact help desk assistance at 1-866-259-4329 or email Help Desk from your Friends University email account.
5. For questions regarding Banner, User Name, and Password information/issues please contact the Friends University Help Desk at 316-295-5767 or 1-800-764-6945 extension 5767.
6. Students shall submit written assignments visa the Submit Assignments section in Moodle or as otherwise noted by the instructor.

University Policies

ADA Student Services

Students with documented disabilities who may need academic services for this course are required to register with the ADA coordinator of Friends University at 316-295-5779 or 800-794-6945 or email at ada@friends.edu. Refer to the Friends University Catalog at catalog.friends.edu for more information on ADA Student Services.

Student Conduct

The instructor reserves the right to manage a positive learning environment and thus will not tolerate inappropriate conduct in the course. All Friends University students are responsible for understanding and abiding by the Friends University **Student Conduct Code** and **Community Life Standards Policy** as outlined in the Friends University Catalog at catalog.friends.edu. These Codes and Policies are applicable to online courses and the use of Friends University computers. Students violating these codes will be referred to the Vice-President of Student Affairs Office in Wichita, Kansas for possible disciplinary action.

Academic Honesty and Honor Code

Friends University, an educational community that has existed for more than 100 years, is committed to the principles of honesty, fairness and respect for others. The University recognizes the need to foster a trusting environment to enable the pursuit of knowledge. To that end, the University has developed an Academic Honor Code Policy, and Faculty must include the Academic Honor Code Policy, Academic Integrity Process, and the Definitions of Academic Dishonesty in each syllabus distributed to students of the University. The Academic Honor Code Policy is printed each year in the University catalog of courses:

<http://www.friends.edu/academics/catalog-and-course-schedules>

Examples of Academic Dishonesty/Definitions:

1. **Cheating**: This includes, but is not limited to, unauthorized use of books, library materials, notes, study aids or information on an examination or quiz; b) altering a graded work after it has been returned, then submitting the work for re-grading; c) using another person's work and submitting that work as your own; d) submitting identical or similar papers for credit in more than one course without prior permission from the course instructor.
2. **Plagiarism**: Defined as the use of another's written work without proper citation, including borrowing of an idea or phrase or para-phrasing of material without proper citation; b) use of another student's work in any form; c) the purchase and/or use of a paper or assignment written by someone other than the student.
3. **Fabrication**: Falsifying, inventing, forging or altering any information, data, citation or academic record; b) presenting data that were not gathered in accordance with standard guidelines defining the appropriate methods for collecting or generating data and failing to include an accurate account of the method by which the data were gathered or collected.
4. **Obtaining an Unfair Advantage**: Obtaining or giving assistance to another person during an examination/quiz unless collaboration is permitted; b) obtaining, attempting to obtain or use of obtained copies of non-circulated examinations or questions; stealing, destroying, defacing or concealing library materials with the purpose of depriving others of their use; c) intentionally interfering with another student's academic work; d) unauthorized use of any electronic devices or otherwise undertaking activity with the purpose of creating or obtaining an unfair academic advantage over other students' academic work.
5. **Aiding and Abetting Academic Dishonesty**: Providing material, information, or other assistance to another person with knowledge that such aid could be used in any of the violations stated above, or b) providing false information to a University official conducting an inquiry regarding academic integrity.
6. **Falsification of Records and Official Documents**: Altering documents affecting academic records; b) forging signatures of authorization or falsifying information on an official academic document including but not limited to a grade report, letter of permission, petition, drop/add form, ID card, or any other official University document.
7. **Unauthorized Access**: Gaining unauthorized access to University computerized academic or administrative records or systems; b) viewing or altering computer records; c) modifying computer programs or systems; d) releasing or dispensing information

gained via unauthorized access; e) or interfering with the use or availability of computer systems or information.

Academic Integrity Process:

When a professor/instructor determines a violation of the honor code has occurred, s/he takes the following actions:

1. Complete Section One of the Academic Integrity Incident Report Form.
2. Notify the Division Chair (CBASE)/Program Director (CAPS/Graduate School) of incident by sending a copy of the completed Academic Integrity Incident Report Form, Section One.
3. Division Chair/Program Director will contact the Office of the University Registrar to check for prior academic honor code violations.

If the student has no prior documented violations:

1. Professor/instructor meets with the student to discuss the problem.
2. Student can admit the violation and accept sanction determined by professor/instructor.
3. If student accepts sanction, professor/instructor and student sign Section Two of the Academic Integrity Incident Form and forward form to the Office of the University Registrar with supporting documentation.
4. If student does not accept sanction, Section Two of the Academic Integrity Incident Form is completed, signed and the matter is referred to the Division Chair/Program Director for resolution.
5. If the matter is not resolved with the Division Chair/Program Director; Section Three of the Academic Integrity Incident Form is completed, signed and the matter is referred to the Dean of the College who reviews the case and refers the matter with comment to the Academic Integrity Board for resolution.

If the student has prior documented violations:

1. All second time (or greater) offenses are referred directly to the Academic Integrity Board.
2. The Board conducts a hearing and adjudicates the matter.

All completed Academic Integrity Incident Forms, supporting documentation, hearing documentation and materials are retained by the Office of the University Registrar. Record documentation is appended to educational records (as defined by FERPA) as deemed necessary and appropriate.

Hearing Procedures:

The Chair of the Academic Integrity Board or designee will serve as the Hearing Officer. Hearings will be open to only those persons who are part of the proceedings and/or invited by the Board as warranted. Students involved in a hearing must keep all information from the hearing confidential. The Board shall be responsible for rendering a decision of responsible or not responsible for the alleged academic integrity violation.

The Hearing Officer shall be responsible for communicating the Board's determination to all involved parties. The accused student shall receive written notification within 10 business days of the Board's determination and any sanctions imposed. The decision will also be communicated to the course instructor and student's advisor/success coach.

Sanctions:

The following sanctions, or combination thereof, may be imposed by the Academic Integrity Board.

- *Academic Integrity Warning:* This sanction constitutes a written notice to the student that their conduct is in violation of the Academic Honor Code and such violations are not condoned by the University. This notice will become a part of the student's educational record as defined by FERPA.
- *Academic Integrity Restriction:* This sanction is given for those violations in which the infraction has caused serious concerns regarding the student's ability to be academically successful. In this case, the Board may uphold the professor/instructor's original resolution regarding the matter.
- *Academic Integrity Probation:* This sanction is one that places the student in serious academic jeopardy with the University. Further academic integrity violations may result in academic dismissal.
- *Academic Integrity Notation:* This sanction is one that places an official notation in a student's educational record (as defined by FERPA) and includes an academic integrity violation notation on the student's official institutional transcript.
- *Academic Integrity Suspension:* This sanction is one of involuntary separation of the student from the University for a set period of time. Students shall be withdrawn from classes, will not receive letter grades and/or refunds of money, which would be appropriate if they were voluntarily withdrawing from the institution. Permission to apply for re-admission may be granted with or without stipulations.
- *Academic Integrity Dismissal:* This sanction is one of permanent separation of the student from the University. Students dismissed for academic integrity reasons will not be granted the privilege of re-admittance to Friends University.

Additional Stipulations: It is the prerogative of the Academic Integrity Board to add stipulations to any sanction. Examples include but are not limited to; academic support services, limitation of registration, counseling, limitation of academic or co-curricular privileges, community service, educational projects or programs, course retakes, or letters or apology.

Appeal Procedures:

The accused student may appeal the Academic Integrity Board's determination. The appeal must be made in writing within 30 calendar days to the Vice President of Academic Affairs. The Vice President, in consultation with the President, will respond for the University. The appeal decision is final.

Tobacco-Free Campus:

Effective July 1, 2017 Friends University became a tobacco-free campus. The policy bans the use of all tobacco products, including cigarettes, cigars, smokeless tobacco, electronic cigarettes and other vaping/hookah products.