

**Virtual College of Texas**  
**Southwest Texas Junior College**  
**VCT Course Request Form**  
(830) 591-7352

VCT Coordinator  
Lorena M. Lopez

Email Address: lorena.lopez@swtjc.cc.tx.us  
2401 Garner Field Rd. Uvalde, TX 78801

\*\*\*\*\*

**Part I: Student & Course Information**

(Part I must be completed by the student prior to submitting VCT Course Request Form to VCT Coordinator.)

Student Name: Christian Ruiz  
Address: 223 S. Evans  
Uvalde TX 78801

SWTJC ID#: 0119976  
Email: SCOrpionyx-86@yahoo.com  
Phone: 830-279-3248  
Fax: \_\_\_\_\_

VCT Provider College: Western TX College Starting Date: 8-25-2014  
Instructor: Britt Canada Ending Date: 12-11-2014  
Email: bcanada@wtc.edu Total Cost: \$ 200.00

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**Part II. VCT Provider College Information**

(Part II must be completed by SWTJC VCT Coordinator prior to forwarding to SWTJC Dean of Instruction.)

VCT Provider Coordinator: Billy Mebane SWTJC Course #: math 1342  
Phone: 325-574-7630 Fax: 846-433-1099 Course Name: Elementary Statistics  
Email: bmebane@wtc.edu Credit Hrs: 3 Lab Hrs: \_\_\_\_\_  
Reason for Request: Course is not offered this semester.

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**Part III. SWTJC Dean of Instruction Information**

(Part III must be completed by SWTJC Dean of Instruction prior to returning to VCT Coordinator for processing.)

VCT Provider Instructor Qualification Summary:  Approved  Denied  
VCT Host Request:  Approved  Denied Reason if denied: \_\_\_\_\_

Dean Signature: Mark Under Date: 14 Aug 2014

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Synonym Assigned: 18609 Section Number DICT1 Census Date 9/10/14

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**Faculty Roster****Britt Canada (FT)**

Western Texas College

Master of Arts, Mathematical Science The University of Texas at Dallas

Master of Science, MS, Biology, West Texas State University

**Courses taught:**

BIOL 2401 - Anatomy and Physiology I (T)

BIOL 2401 - Anatomy and Physiology II (T)

BIOL 1408 - Biology for Non-Science Majors I (T)

BIOL 1409 - Biology for Non-Science Majors II (T)

COSC 1315 - Fundamentals of Programming (Java) (T)

MATH 1342—Elementary Statistics (T)

MATH 1442—Elementary Statistics (T)

**Teaching Discipline:** Biology, Computer Science, and Mathematics**Graduate Semester Hours in Discipline:** 18 (Biology); 18 (Computer Science); 66 (Mathematics)**Graduate courses & credit hours in teaching field (if graduate degree is in a different field):**

CS 5303 Computer Science I  
 CS 5500 Computer Systems/Their Use  
 MTH 5713 Pascal Program  
 MTH 5913 COBOL Program  
 MTH 5793 Computer Stat Pckg  
 MTH 6313 Numerical Analysis I

BIOL 5031 Biol. Investigation (3 hrs)  
 BIOL 5993 General Ecology (4 hrs)  
 BIOL 5545 Fisheries Biol (3 hrs)  
 BIOL 5532 Population Biology (3 hrs)  
 BIOL 5324 Wildlife Mgmt Tech (4 hrs)  
 BE5385 Physiology (3 hrs)

**All qualifying factors other than graduate courses, including work experience: N/A**

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Course Syllabus for MATH 1342 Section CANADA  
Elementary Statistics  
2014 Fall Standard Semester

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**Note to Students:** Syllabi are the most recent available at the time they were posted to the VCT website. They will be updated, as appropriate, on the syllabi disseminated on the class start dates. For current textbook information, refer to the Course Details accessed by clicking the course title in the online Course Schedule.

**MATH 1342 - Online  
Elementary Statistics  
Western Texas College**

1. Basic Course Information:
  1. Course Description: Techniques of analysis of numerical data, including measures of central tendency, dispersion, probability statistical inference, sampling theory, linear correlation, regression, probability distributions, tests of significance, and analysis of variance.
  2. Any required prerequisites: The student should have successfully complete DMT 033, Math 1332 or have the appropriate placement scores, or consent of the instructor.
2. Student Learning Outcomes
  1. Explain the use of data collection and statistics as tools to reach reasonable conclusions.
  2. Recognize, examine and interpret the basic principles of describing and presenting data.
  3. Compute and interpret empirical and theoretical probabilities using the rules of probabilities and combinatorics.
  4. Explain the role of probability in statistics.
  5. Examine, analyze and compare various sampling distributions for both discrete and continuous random variables.
  6. Describe and compute confidence intervals.
  7. Solve linear regression and correlation problems.
  8. Perform hypothesis testing using statistical methods.
3. Testing Requirements
  1. Students will be required to take the six major tests (including the final) during the semester. Students are required to take the final exam at a testing center. Students should find a testing center near their current location and give the details to their instructor.
  2. Students are allowed to use their book, notes and calculator on all tests except the final.
  3. Students are required to make a 60 or higher on the final exam or they automatically fail the course. (The final must be taken in a testing center and is closed book.)
4. Major Course Requirements
  1. Major Requirement – There will be six major chapter exams and comprehensive final.
  2. Major Requirement - There will be numerous section quizzes in preparation for tests.
  3. Major Tests 50% - Section Quizzes 25% - Comprehensive Exam 25%
5. Information on Books and Other Course Materials
  1. Required Book: Elements of Statistics 9E by Canada - BVT Publishing ISBN 978-1-61882-125-6 or 978-1-62751-339-5
  2. Calculators: A standard calculator with square root and log function.
  3. Online access: Students will access course material via MOODLE (ecampus.wtc.edu). It is essential that students have reliable and frequent access to a computer.
6. Other Policies, Procedures and important dates: Please refer to the WTC Course [Catalog](#) for the following:
  1. Campus Calendar
  2. Final exam schedule
  3. How to drop a class
  4. Withdrawal information
  5. Student Conduct/Academic Integrity
  6. Students with disabilities
7. Course Organization and Schedule
  1. Weekly Course Schedule

Schedule	Textbook	Topic	Test
Topic 1	Chapter 1	Introduction, basic concepts, overview of course and statistical process	Syllabus Quiz
Topic 2	Chapter 2	Summarizing and graphing data	
Topic 3	Chapter 3	Measures of central tendency and variability	
Topic 4	Chapter 4	Probability	Test over Chapters 1-4
Topic 5	Chapter 5	Probability distributions	

Topic 6	Chapter 6	Normal Probability Distribution	
Topic7	Chapter 7	Estimates and sample sizes	
Topic 8	Chapter 8	Hypothesis Testing	Test over Chapters 7-8
Topic 9	Midterm		Midterm
Topic 10	Chapter 9	Inferences from Two Samples	
Topic 11	Chapter 10	Regression/Correlation	Test over Chapters 9-10
Topic 12	Chapter 11	Contingency Tables	
Topic 13	Chapter 12	Analysis of Variance	
Topic 14	Chapter 13	Nonparametric Statistics	Test over Chapters 11-13
Topic 15	Final Exam	Review	Final Exam

Disclaimer: Schedule and content is subject to change at the instructor's discretion.

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VCT Coordinator  
Lorena M. Lopez

Email Address: lorena.lopez@swtjc.cc.tx.us  
2401 Garner Field Rd. Uvalde, TX 78801

\*\*\*\*\*

**Part I: Student & Course Information**

(Part I must be completed by the student prior to submitting VCT Course Request Form to VCT Coordinator.)

Student Name: Peter Salazar  
Address: P.O. Box 111  
La Pryor TX 78872

SWTJC ID#: 0125480  
Email: bullam15@gmail.com  
Phone: 820-965-9169  
Fax: \_\_\_\_\_

VCT Provider College: Western TX Jr College Starting Date: 8-25-2014  
Instructor: Dan Boren Ending Date: 12-11-2014  
Email: dboren@wtc.edu Total Cost: \$ 200.00

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**Part II. VCT Provider College Information**

(Part II must be completed by SWTJC VCT Coordinator prior to forwarding to SWTJC Dean of Instruction.)

VCT Provider Coordinator: Billy Melvane SWTJC Course #: Phys 1401  
Phone: 225-574-9630 Fax: 166-433-1097 Course Name: General Physics I  
Email: bmelvane@wtc.edu Credit Hrs: 4 Lab Hrs: \_\_\_\_\_  
Reason for Request: \_\_\_\_\_

Course is not offered @ SWTJC.

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**Part III. SWTJC Dean of Instruction Information**

(Part III must be completed by SWTJC Dean of Instruction prior to returning to VCT Coordinator for processing.)

VCT Provider Instructor Qualification Summary:  Approved  Denied  
VCT Host Request:  Approved  Denied Reason if denied: \_\_\_\_\_

Dean Signature: Manuel Bludon Date: 19 Aug 2014

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**Administrative Assistant Use Only**

Synonym Assigned: 09731 Section Number DNCTI Census Date 9/10/14

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**Faculty Roster****Dan Boren (PT)**

Western Texas College

M.A.T. in Physics

Saginaw Valley State University

A.S. in Mathematics-Rochester College; B.S.E. in General Science with an emphasis in Biology-Lipscomb University; M.A.T in Physics-Saginaw Valley State University; M.S. in Christian Ministry-Southern Christian University

**Courses taught:**

PHYS 1401 General Physics I (T)

PHYS 1402 General Physics II (T)

**Teaching Discipline:** Physics**Graduate Semester Hours in Discipline:** 18**Graduate courses & credit hours in teaching field (if graduate degree is in a different field):****All qualifying factors other than graduate courses, including work experience:**

Texas Secondary Science Composite (8-12) Texas Secondary Engineering, Physics, and Mathematics (8-12)

Secondary Science and Mathematics (1988-2007; 2008-present) College Physics (2009-present)

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**Course Syllabus for PHYS 1401 Section BOREN  
General Physics I  
2014 Fall Standard Semester**

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**PHYS 1401-Summer 2012**

**General College Physics**

**Western Texas College**

**I. Basic Course Information**

A. The course is a study of kinematics, forces, dynamics of circular motion, energy rotational kinematics, rotational dynamics, simple

harmonic motion, and thermodynamics.

B. Any prerequisites: Students must make a C or better in College Algebra or in a Pre-Calculus level course, and score satisfactory on

appropriate admissions tests.

**II. Student Learning Outcomes (SLO)**

A. Students will learn to use appropriate equipment related to a physics laboratory environment. A properly formatted lab write-up will be

developed for each lab to be evaluated by the instructor according to the rubric provided at the commencement of the course.

B. Students will be able to make real world application of physics principles as a part of the assignments required for this class.

C. Through extrapolation, students will be able to formulate solutions to problems similar, but different from, their previous experience in

the course as a part of the Unit and Final assessments.

**III. Course Requirements**

**C. Grading and Exams -**

1 Pre-Lab Video = 50

4 Unit tests @50 = 200

5 Homework sets @ 10 = 50

5 Quizzes @ 10 = 50

15 Forum Posts @10 = 150

12 Lab write-ups @ 25 = 300

1 Midterm = 100

1 Final Exam = 200

1100

**IV. Other Policies:** Please refer to the WTC Course Catalog for the following:

Campus Calendar

Final Exam schedule

How to drop a class

Withdrawal information

Student Conduct/Academic Integrity

Students with disabilities.

**V. Scope and Sequence for the Course**

**Unit Chapters Topics Assessments**

- 1 1, 2 Math Toolkit, Kinematics in One and Two Dimensions Unit One Test
- 2 3, 4, 6 Forces, Newton's Laws, Work, and Energy Unit Two Test
- 3 7, 8, 9, 10 Rotational Motion and Simple Harmonic Motion Mid-Term Exam (Unit Three is included in the Exam)
- 4 11, 12, 13, 14 Fluid Dynamics and Kinetic Theory Unit Four Test
- 5 15, 16, 17 Temperature and Transfer of Heat, Waves Unit Five Test
- Final Exam

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**Faculty Roster**

**Lera Joan Sears**

Midland College

Master of Arts in Spanish

Texas Tech University

**College transfer courses taught:**

SPAN 1411 Elementary Spanish I

**Technical courses taught:** None

**Graduate courses & credit hours in teaching field (if graduate degree is in a different field):**

27 gsh - Spanish

**All qualifying factors other than graduate courses, including work experience:** N/A

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Course Syllabus for SPAN 1411 Section Sears  
 Beginning Spanish I  
 2014 Fall Standard Semester

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**Note to Students:** Syllabi are the most recent available at the time they were posted to the VCT website. They will be updated, as appropriate, on the syllabi disseminated on the class start dates. For current textbook information, refer to the Course Details accessed by clicking the course title in the online Course Schedule.

**Syllabus**

**SPAN 1411**

**BEGINNING SPANISH I**

4 semester credit hours (3 hours lecture/1 hour lab)

**Course Description:**

This course is for students who have no previous instruction in the language. It is designed to acquaint the student with the four basic language skills: listening, speaking, reading, and writing with emphasis on speaking and comprehension. Grammar and vocabulary are presented through intensive drills in class and lab.

**Text, References and Supplies:**

1. ¡Arriba!, Sixth Edition, by Eduardo Zayas-Bazán, Susan m. Bacon and Holly J. Nibert, Pearson Prentice Hall,

(A custom Midland College edition includes access code for MySpanishLab. If you get the book elsewhere, you can purchase an access code online when you register for MySpanishLab.)

2. Microphone
3. Earphones or good speakers
4. Additional explanations and practice exercises will be available on the website: [www.midland.edu/canvas](http://www.midland.edu/canvas)

**System Requirements:** Students are responsible for meeting the hardware and software system requirements on the Midland College website at [http://www.midland.edu/students/academics/hardware\\_requirements.php](http://www.midland.edu/students/academics/hardware_requirements.php)

**Learning Outcomes:**

1. Understand the Spanish alphabet, basic phonetic system, syntax, the concept of masculine/feminine (gender) nouns, the placement and agreement of adjectives, as well as Spanish punctuation and declension marks, and be able to demonstrate that understanding in at least 70% of written evaluations
2. Have a mastery of Spanish vocabulary of approximately 1000 of the most commonly used words in the language, in addition to numbers from 1 to 1000, the days of the week, the months of the year and expression of dates and time, using them correctly in at least 70% of written evaluations
3. Understand subject pronouns and definite/indefinite articles, using them correctly in at least 70% of written evaluations
4. Know the meaning and conjugation of the most common –ar, –er, and –ir verbs, as well as the meaning and conjugation of the most common irregular verbs, using them correctly in at least 70% of written evaluations
5. Understand *ser* and *estar* and the uses of each, as well as *tener* and expressions that use *tener*, using these correctly in at least 70% of written evaluations
6. Understand formation of questions, possessives, and contractions *a/* and *de/*, and the use of *ir a* + the infinitive, using these correctly in at least 70% of written evaluations

**Course Goals/Objectives:**

The beginning student of Spanish, in order to build a strong foundation in the basics of the target language, and to be able to expand toward good conversational, reading, and writing abilities, should, upon completion of the course, have mastered the following:

- the Spanish alphabet, basic phonetic system, and syntax (word order)
- the subject pronouns and definite/indefinite articles
- approximately 1000 vocabulary words, which are the most common in the language
- the meaning and conjugation of the most common –ar, –er, and –ir verbs
- the meaning and conjugation of some common irregular verbs
- the numbers from one to 1000
- the formation of questions
- the concept of masculine/feminine gender
- the placement and agreement of adjectives
- the days of the week, months of the year, and expression of dates

- the irregular verb *tener* and expressions which use *tener*
- the personal *a*
- possession with *de* and short form possessives
- the contractions *al* and *del*
- *the verbs ser and estar and the uses of each verb*
- the uses of ir a + the infinitiv*

#### Student Contributions and Class Policies:

In a web class, the student must accept the responsibility for keeping up with the material on a daily basis. This is particularly important in a language class. You need to assimilate one concept and practice with it before going on to something new. If you try to wait and do the assignments for several days at once, you will probably get confused and frustrated. Therefore, you should be willing to commit a minimum of one hour a day to studying Spanish (2 hours a day in the summer).

**Attendance:** Each student is expected to access the web site at least twice each week to keep up with assignments and announcements. All assignments, quizzes, and exams will be due at 11:59 p.m. Materials submitted late will be subject to the late penalties (10 points per day) as specified in the Class Activities, Assignments and Exams section of this syllabus.

**Policy on Plagiarism:** The Midland College Student Handbook defines plagiarism as " the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work offered for credit." A more detailed explanation can be found in the Midland College Catalog and Handbook. According to the handbook, the instructor has the right to enforce any of the following penalties for plagiarism:

1. Failure of assignment
2. Failure of course
3. Recommendation for disciplinary action, including institutional suspension or dismissal

#### Lab:

You will use MySpanishLab, the online lab that accompanies your textbook. You will have regular lab assignments, with a due date for each assignment. Lab assignments submitted after the due date will have 10% deducted from the grade for each day they are late.

#### Class Activities, Assignments, and Exams:

**1. Practice exercises:** You will have practice exercises in Canvas for each vocabulary list and grammar topic. These exercises will help you prepare for quizzes and exams. You can do them as many times as you wish, and the highest score you receive on each exercise will be your grade for that activity. **I do not review practice exercises. If you are not happy with your grade on a particular exercise, you can do it again to get a better grade.** The practice exercises do not have specific due dates because you can use them all semester to study for quizzes and tests. They are all due at the time that you take your final exam.

**2. Quizzes:** You will have a number of vocabulary and grammar quizzes, which you will take on Canvas. The quizzes have a time limit, so you will need to be careful to keep up with the time when you are taking a quiz. Taking extra time will result in a grade penalty. There will be a date for each quiz, and you must submit it by the due date in order to receive full credit. Assignments submitted late will be subject to a 10-point-per day grade penalty. All quizzes will be due at 11:59 p.m., Central Time.

When you complete a quiz, check your grade right away in the Tools section of the website. If there is a lock symbol where your grade should be, or if it says that your quiz is "In progress," it means that I did not receive the quiz, and you must email me immediately so that I can reset it.

**Note:** You should take every quiz before the day it is due. Sometimes a computer problem causes a quiz to lock up and you will need to contact me to unlock it for you. If you wait until the last minute, you may not be able to contact me in time to unlock the quiz before it is due. Then you will lose points on your grade when you submit your quiz late.

**3. EXAMS:** You will have a midterm exam and a final exam this semester. They will be offered on Canvas, and both exams will be proctored. There will be a due date for each test, and you must submit it by the due date in order to receive full credit. Late submissions are subject to a 10-point-per-day grade penalty.

**Note:** You should never wait till the last minute to take an exam in order to avoid late penalties in case of technical difficulties.

#### Students with disabilities:

Midland College provides services for students with disabilities through Student Services. In order to receive accommodations, students must place documentation on file with the Counselor/Disability Specialist. Students with disabilities should notify Midland College prior to the beginning of each semester. Student Services will provide each student with a letter outlining any reasonable accommodations. The student must present the letter to the instructor at the beginning of the semester.

#### Time Zones:

All tests, quizzes, and assignments are due at 11:59 p.m., **Central Time**. If you are in a different time zone, you will need to be aware of the time difference and submit your work before 11:59 p.m. in Midland, Texas.

#### Grading:

I review all quizzes and tests and restore points as necessary. If you feel that the computer counted a correct answer wrong, please wait until after I grade your quiz or exam. Then click on your grade, and look to see if I restored the points for the item you thought was correct. If I did not restore your points, or if you have any other questions about your grade, please email me.

You can view your grades at any time by clicking on the Tools button on the left hand side of the class web site and then clicking on My Grades.

**E-mail guidelines:**

1. Each student must maintain a single current e-mail address for this class. You need to be sure that the address is entered into your personal information in Canvas, and you need to check email at that address frequently. If you change your address during the semester, you need to enter the new address into Canvas so that I can contact you if necessary.
2. Always give your full name and the course number (SPAN 1411) in the subject line of an e-mail message so that I will know that it is from a student.

**Evaluation of Students:**

15% - lab

10% - practice exercises

15% - quizzes

25% - midterm exam

35% - final exam

89.5% - 100% = A

79.5% - 89.4% = B

69.5% - 79.4% = C

59.5% - 69.4% = D

Below 59.5% = F

There will be no extra credit work for this course. In order to receive credit for the class, students must do the work that is assigned.

**Course Schedule:**

(spring and fall)

**Week 1: Capítulo 1, Primera parte**

**Week 2: Capítulo 1, Primera parte**

**Week 3: Capítulo 1, Primera parte**

**Week 4: Capítulo 1, Primera parte**

**Week 5: Capítulo 1, Segunda parte**

**Week 6: Capítulo 1, Segunda parte**

**Week 7: Capítulo 2, Primera parte**

**Week 8: Capítulo 2, Primera parte**

**Week 9: Midterm exam, Capítulo 2, Segunda parte**

**Week 10: Capítulo 2, Segunda parte**

**Week 11: Capítulo 3, Primera parte**

**Week 12: Capítulo 3, Primera parte**

**Week 13: Capítulo 3, Primera parte**

**Week 14: Capítulo 3, Segunda parte**

**Week 15: Capítulo 3, Segunda parte**

**Week 16: Final exam**

(Interim classes)

**Week 1: Introduction**

**Week 2: Capítulos 1-2**

**Week 3: Capítulos 2-3**

**Week 4: Capítulo 3, Final Exam**

(Summer I & II)

**Week 1: Introduction, Capítulo 1**

**Week 2: Capítulos 1-2**

**Week 3: Capítulo 2, Midterm**

**Week 4: Capítulo 3**

**Week 5: Capítulo 3,**

**Week 6: Final exam**

**Instructor Information:**

Instructor: Joan Sears

E-mail: [jsears@midland.edu](mailto:jsears@midland.edu)

Phone: 432-686-4800 ext. 2058

**Division Information:**

Dean: William Feeler

Secretary: Lula Lee

Division Office: 141 AFA

Division telephone: 432-685-4624

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**Southwest Texas Junior College**  
**VCT Course Request Form**  
(830) 591-7352

VCT Coordinator  
Lorena M. Lopez

Email Address: lorena.lopez@swtjc.cc.tx.us  
2401 Garner Field Rd. Uvalde, TX 78801

\*\*\*\*\*

**Part I: Student & Course Information**

(Part I must be completed by the student prior to submitting VCT Course Request Form to VCT Coordinator.)

Student Name: Troy S. Hull  
Address: 607 112 N. High  
Uvalde TX 78801

SWTJC ID#: 0147234  
Email: trogghull12@hotmail.com  
Phone: 210-489-0485  
Fax: \_\_\_\_\_

VCT Provider College: Western TX College Starting Date: 9-25-2014  
Instructor: Katie Heaps Ending Date: 12-11-2014  
Email: kheaps@wtc.edu Total Cost: \$ 200.00

\*\*\*\*\*

**Part II. VCT Provider College Information**

(Part II must be completed by SWTJC VCT Coordinator prior to forwarding to SWTJC Dean of Instruction.)

VCT Provider Coordinator: Billy Mebane SWTJC Course #: Span 1412  
Phone: 325-574-7630 Fax: 866-433-1097 Course Name: Beginning Spanish II  
Email: bmebane@wtc.edu Credit Hrs: 4 Lab Hrs: \_\_\_\_\_  
Reason for Request: Student is a deputy who works  
full time and cannot attend class.

\*\*\*\*\*

**Part III. SWTJC Dean of Instruction Information**

(Part III must be completed by SWTJC Dean of Instruction prior to returning to VCT Coordinator for processing.)

VCT Provider Instructor Qualification Summary: / Approved \_\_\_\_\_ Denied \_\_\_\_\_  
VCT Host Request: / Approved \_\_\_\_\_ Denied \_\_\_\_\_ Reason if denied: \_\_\_\_\_

Dean Signature: Mark Gluden Date: 12 Aug 2014

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**Administrative Assistant Use Only**

Synonym Assigned: 09873 Section Number DVCTI Census Date 9/10/14

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**Faculty Roster**

**Katie Heaps** (Edmiston) (PT)  
Western Texas College

Master of Arts in Teaching of Language  
University of Southern Mississippi

**Courses taught:**

SPAN 1411 Beginning Spanish I (T)  
SPAN 1412 Beginning Spanish II (T)

SPAN 2311 Intermediate Spanish I (T)  
SPAN 2312 Intermediate Spanish II (T)

**Teaching Discipline:** Spanish

**Graduate Semester Hours in Discipline:** 18

**Graduate courses & credit hours in teaching field (if graduate degree is in a different field):**

SPA 692 Mexican Arts and Crafts/Culture  
TSL 692 Teaching Vocabulary

SPAN 5318 Hispanic Literature

SPA 692 Special Problems (Spanish topic)

SPA 645 Technique Ranging in Spanish  
SPA 692 Testing and Assessment in Spanish

SPA 692 Special Problems (Spanish topic not listed)

FL 694 Practicum in SI/FI

FL 663 Applied Ling Sec Language

FL 561 Teaching Languages

FL 665 Social Perspective in Language

FL 664 Secondary Language Acquisition

**All qualifying factors other than graduate courses, including work experience:** Texas Teachers Certification

For more information about VCT or help with the VCT website, please contact the Website Manager.

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Course Syllabus for SPAN 1412 Section HEAPS  
Beginning Spanish II  
2014 Fall Standard Semester

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**Note to Students:** Syllabi are the most recent available at the time they were posted to the VCT website. They will be updated, as appropriate, on the syllabi disseminated on the class start dates. For current textbook information, refer to the Course Details accessed by clicking the course title in the online Course Schedule.

SPANISH 1411/1412  
Policies & Procedures

#### INSTRUCTOR INFORMATION

##### Contact Information

Katie Heaps  
kheaps@wct.edu  
325-514-0237

##### Office Hours

Due to the nature of this course, there will be no specific office hours. You can reach me most any time with the contact information given above. If you do not reach me in person for some reason, leave a message and I will return your call within 24 hours (weekdays). Specific chat times can be set up upon request. Please do not call after 8:00 p.m. Email and text are the best ways to reach me.

#### COURSE INFORMATION

##### Description

Spanish 1411

This class is a beginning Spanish class. The goals of the course are to learn basic grammar and vocabulary through the four basic skills: reading, writing, listening, and speaking.

##### Textbook

Vistas, 4<sup>th</sup> edition with supersite access, Blanco, ISBN # 978-1-61767-057-2 (hardback) or ISBN # 978-1-61767-240-8 (looseleaf text).

##### Course Pacing

You will be covering six chapters in this course. Due dates are indicated in the syllabus. Any changes in the due dates will be announced on the WTC Moodle site.

Try your best to not get behind, and let me know immediately if there is information that you do not understand.

##### Objectives

Upon completion of this course, student will be able to:

1. Hear and understand basic conversation
2. Respond to basic conversational questions.
3. Accurately produce the sound patterns of the foreign language.
4. Use communicative strategies to facilitate understanding.
5. Know the basic grammatical concepts of the foreign language.
6. Write with a high degree of accuracy in the foreign language.

7. Compare and contrast the Hispanic culture with other cultures.
8. Read and understand basic texts.

## **CLASS POLICIES**

### **Attendance**

With online courses it is of extreme importance that you check in on a frequent basis. You will need to not go more than three days without logging in. Please notify me in advance if there will be a situation (vacation, etc.) in which you will not be able to do this. Please be advised that instructors have access to login information such as how often and how long is spent in each area.

### **Late Assignments**

It is very important to stay up with your work in an online class. Late work in Moodle or the Supersite will be accepted with a 30 point deduction. You must notify me via email when you have completed late work so I will know to grade it.

### **Assessment**

Assessments will consist of online assessments for each chapter. All assessments must be proctored. The student may use a testing center or a free service through WTC called Proctorcam. If using a testing center, the student is responsible for sending the instructor the contact information of the proctor so the test administration instructions can be sent in a timely manner.

### **Submission Guidelines**

Some of your work will be submitted via attachments or through the drop box. Be sure to follow this format when naming your work: last name, first initial, assignment name. Save everything as .rtf. For example, my introduction assignment would be name and submitted like this: heapskintr.rtf. It is very important to follow submission instructions to avoid grading delays and/or lost assignments.

### **Netiquette**

It is very important for you to realize that online communication can be misinterpreted due to lack of tone of voice, facial expressions, etc. Therefore, be very careful about what you write in your virtual classroom. As in a face-to-face classroom, negativity and rudeness will not be accepted and will be grounds for expulsion from the course.

### **Chat and other Communication**

Please remember that this is an academic course and the posts and chat should reflect this. While I encourage you to get to know your classmates, please use the correct communication (private e-mail) to converse with them. Do not use public forums such as the discussion board and class chat for communication that is not academically relevant.

### **Email**

To facilitate communication with the large amount of email received, please put your class (i.e., SPA 1411) into each correspondence. Also, please do not reply to group emails. If you have a comment or problem, be sure to start a new email with a relevant subject line.

### **Online classroom environment**

Just like in the f2f classroom, I expect this learning environment to be positive and supportive. Remember that you are all in this together and that everyone—whether starting out with zero Spanish or not—has room for improvement. With this in mind I would like to emphasize a few things that are crucial for a successful learning experience.

All interaction should be positive. This includes discussion posts, private e-mails, chat, group work—any and all interaction. Remember—cyberbullying is a crime.

Please do not correct unless the person asks you for your help. Some people respond well to criticism; others not so much. Believe it or not, errors are signs of growth with the language. Consider them the necessary roadblocks on the path to fluency. When speaking the language, don't worry so much about accuracy—just say it! Do the best you can, don't worry about mistakes, and don't take yourself too seriously! Learning a second language (or third or fourth) is supposed to be FUN!

## **GRADING PROCEDURES**

**Course Design**

You will be working primarily through two different applications: Moodle and Vistas supersite. You will be using Moodle for most of your participation assignments, such as journals and discussion boards (more explanation under 'assignments'). Vistas supersite will be the method of doing practice and assessments.

**Assignments**

Please be aware of the participation requirements from the following areas:

journal

The journal is a few paragraphs in which you keep in touch with me as to how you are progressing with the language, i.e., what is frustrating you, what would help you, revelations about the language, and personal victories. The journals will be done in English.

Discussion board posts

For the discussion board post activities I would like for you to post on the assigned work as well as respond/comment on the posts of two of your classmates. When responding or commenting on posts, please show preference to those students who do not already have responses and/or comments. That is, don't everyone comment on the same students' post. Discussion board posts and responses need to have content and relevance, not simply 'cool' or 'me, too'. Below are how the discussion boards are graded:

- 70 points for original post (points will be deducted for excessive grammatical or vocabulary errors and/or indications of translation program usage).
- 15 points for each of the response posts to classmates. Full points will be awarded to those posts with content and with minimal errors.

**Supersite Practice**

For the supersite practice, you only have to do the ones with a due date. It is a good idea to do the ones that are not assigned if you need help with a particular grammar concept.

**Extra Credit**

You will have an opportunity for an extra credit project toward the end of the semester. A student is a candidate for extra credit only if all other late/missing work is turned in.

**Incompletes**

In certain cases, situations arise in which an incomplete may be given. Please be aware that these are given in extraordinary situations and not simply due to getting behind in the coursework. Documentation will be needed for an incomplete.

**TECHNICAL INFORMATION****Minimum Hardware/Software Requirements**

You will need access to a computer with the following:

Pentium with Windows 95 or higher

56K modem or network access

Internet provider with SLIP or PPP

8X or greater CD-ROM

64 MB RAM memory

Hard drive with 40-50 MB space available

15" monitor, 800 x 600, color or 16-bit

Sound card/speakers

Keyboard and mouse

Microsoft Internet Explorer 6.0 for PC with plug-ins

microphone or headset

web cam (for Proctorcam)

**Minimum Technology Skills**

Word processing

e-mail and attachments

 internet search and navigation

#### Technical Failure

As we all know, technology fails from time to time. In the event of a technology failure (server down, computer crash, etc.) notify me immediately. As well, be certain to back up your work all of the time. In order to understand the supersite better, before the 1st day of class, go to [vhlcentral/help/student-startup](#) to learn how to set up and navigate your new Supersite account. If you have issues with proctorcam, please contact them directly at [help@proctorcam.com](mailto:help@proctorcam.com) or 877-TES-T127.

#### Other materials/sites

You will be using a variety of online resources to access your class and practice. It is very important that you when you set up these accounts, you write down your log-in information in the event that you forget it. Much instructional time has been lost simply retrieving user names and passwords for these sites.

#### EXPECTATIONS

##### I expect you to:

- o Log in and be active in the course at least five days a week.
- o Actively participate on the discussion board.
- o Be polite and supportive of your classmates.
- o Avoid negative talk and bad netiquette.
- o Turn in assignments on time.
- o Communicate to me when you have problems with the course.
- o Collaborate with your classmates on group projects.

##### You can expect me to:

- o Return e-mails or calls within 24 hours on weekdays.
- o Have work graded in a timely manner.
- o Be available for tutoring with prior notice.
- o Support you in your online language-learning endeavor.

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For more information about VCT or help with the VCT website, please contact the Website Manager.

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Virtual College of Texas  
Southwest Texas Junior College  
VCT Course Request Form  
(830) 591-7352

VCT Coordinator  
Lorena M. Lopez

Email Address: lorena.lopez@swtjc.cc.tx.us  
2401 Garner Field Rd. Uvalde, TX 78801

\*\*\*\*\*

**Part I: Student & Course Information**

(Part I must be completed by the student prior to submitting VCT Course Request Form to VCT Coordinator.)

Student Name: Amy Bomer  
Address: P.O. Box 104  
Raippa TX 78870

SWTJC ID#: 130218  
Email: abomer@swtjc.edu  
Phone: 830-300-2812  
Fax: \_\_\_\_\_

VCT Provider College: Midland College Starting Date: 10/20/2014  
Instructor: Whitney Purvis Rakich Ending Date: 12/12/2014  
Email: wvrakich@midland.com Total Cost: \$ 200.00

\*\*\*\*\*

**Part II. VCT Provider College Information**

(Part II must be completed by SWTJC VCT Coordinator prior to forwarding to SWTJC Dean of Instruction.)

VCT Provider Coordinator: Jene Brown  
Phone: 432-1685-5538 Fax: \_\_\_\_\_  
Email: votadmin@midland.edu  
Reason for Request: \_\_\_\_\_

SWTJC Course #: Span 1412  
Course Name: Beginning Spanish II  
Credit Hrs: 4 Lab Hrs: \_\_\_\_\_

Student needs course to transfer to  
TX A&M.

\*\*\*\*\*

**Part III. SWTJC Dean of Instruction Information**

(Part III must be completed by SWTJC Dean of Instruction prior to returning to VCT Coordinator for processing.)

VCT Provider Instructor Qualification Summary:  Approved  Denied  
VCT Host Request:  Approved  Denied Reason if denied: \_\_\_\_\_

Dean Signature: Marj Under Date: 3 Oct 2014

\*\*\*\*\*

**Administrative Assistant Use Only**

Synonym Assigned: 20177 Section Number VCTFE Census Date 10/27/14

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DISTRIBUTION OF COPIES: VCT Coordinator/White \* Dean of Instruction/Yellow

**Faculty Roster**

**Whitney Purvis (PT)**

Midland College

Master of Arts in Spanish  
University of New Mexico

Bachelor of Arts in English/Spanish  
Northwestern University

**College transfer courses taught:**

SPAN 1411 Elementary Spanish I  
SPAN 1412 Elementary Spanish II  
SPAN 2311 Intermediate Spanish I  
SPAN 2312 Intermediate Spanish II

**College technical courses taught:** None

**Graduate courses & credit hours in teaching field (if graduate degree is in a different field):**

**All qualifying factors other than graduate courses, including work experience:** 42 g.h.s. in Spanish

For more information about VCT or help with the VCT website, please contact the Website Manager.  
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*bienvenidos a español 1412*



**SPANISH 1412  
BEGINNING SPANISH II  
4 semester credit hours**

**Instructor Information:  
Dr. Whitney Purvis Rakich  
Email: [wrakich@midland.edu](mailto:wrakich@midland.edu)**

**Course Description:**

This is a course for students who have completed Spanish 1411 or the equivalent. Course will include continued work in the four language skills: listening comprehension, speaking, reading, and writing. Intensive drill and classroom interaction will enable the student to master the lexical and grammatical structures of Spanish.

**Text, References and Supplies:**

1. ¡Arriba!, Sixth Edition, by Eduardo Zayas-Bazán, Susan m. Bacon and Holly J. Nibert, Pearson Prentice Hall (special Midland College package that includes access code for MySpanishLab)

For students in Midland, you may buy the special edition of our textbook (with online access code) at the Midland College Bookstore.

For those outside of Midland or those who don't wish to go to the bookstore, or those of you who want to buy all digital access (which I really recommend!) google the following phrase:

mypearsonstore arriba 6th edition digital choices

2. Microphone
3. Earphones or good speakers
4. Additional explanations and practice exercises will be available on the website.

**System Requirements:** Students are responsible for meeting the hardware and software system requirements on the Midland College website at [http://www.midland.edu/students/academics/hardware\\_requirements.php](http://www.midland.edu/students/academics/hardware_requirements.php)

**Browser Requirements:**

For work on Canvas and MySpanishLab, you will use Firefox, which can be downloaded by going to <http://www.mozilla.org/en-US/firefox/new/>

## **Learning Outcomes:**

Upon successful completion of the course, the student will be able to do the following:

1. Have mastered an additional 1000 commonly used words to their Spanish vocabularies, as well as the seasons of the year and weather expression., and use these correctly in at least 70% of written evaluations.
2. Understand prepositional pronouns, direct object pronouns and possessive pronouns. Use direct and indirect object pronouns in the same sentence. They are able to demonstrate their understanding of pronouns correctly in at least 70% of written evaluations.
3. Understand the formation of all stem-changing verbs in the present tense, and be able to use them correctly in at least 70% of written evaluations.
4. Understand the formation of the preterite tense of regular verbs, as well as the preterite of ir, ser, and dar, and use them correctly in at least 70% of written evaluations.
5. Know the uses of the verbs saber and conocer and the uses of the verbs pedir and preguntar. Students will also understand special verb constructions with gustar, doler, and hacer falta. Students demonstrate understanding correctly in at least 70% of written evaluations.
6. Use affirmative and negative expressions, demonstrative adjectives and pronouns, reflexive constructions and por and para and demonstrate their knowledge in at least 70% of written evaluations.

## **Course Goals/Objectives:**

The beginning student of Spanish, in order to build a strong foundation in the basics of the target language, and to be able to expand toward good conversational, reading, and writing abilities, should, upon completion of the course, have mastered the following:

- approximately 1000 new vocabulary words
- the formation of stem-changing verbs in the present tense
- affirmative and negative expressions
- prepositional pronouns
- direct object pronouns
- the use of direct and indirect object pronouns in the same sentence
- the conjugation of verbs with irregular first person forms in the present tense
- the uses of the verbs saber and conocer
- the uses of the verbs pedir and preguntar
- special verb constructions with gustar, doler, and hacer falta
- demonstrative adjectives and pronouns
- possessive pronouns
- reflexive constructions
- the formation of the preterite tense of regular verbs
- the uses of por and para
- the seasons of the year and weather expressions

## **Student Contributions and Class Policies:**

In a web class, the student must accept the responsibility for keeping up with the material on a daily basis. This is particularly important in a language class. You need to assimilate one concept and practice with it before going on to something new. If you try to wait and do the assignments for several days at once, you will probably get confused and frustrated. Therefore, you should be willing to commit a minimum of one hour a day to studying Spanish (2 hours a day in the summer).

**Attendance:** Each student is expected to access the web site as often as is necessary to keep up with assignments and announcements. All assignments, quizzes, and exams will be due at 11:59 p.m. Materials submitted late will be subject to the late penalties specified in the Class Activities, Assignments and Exams section of this syllabus.



**Policy on Plagiarism:** The Midland College Student Handbook defines plagiarism as “ the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work offered for credit.” A more detailed explanation can be found in the Midland College Catalog and Handbook. According to the handbook, the instructor has the right to enforce any of the following penalties for plagiarism:

1. Failure of assignment
2. Failure of course
3. Recommendation for disciplinary action, including institutional suspension or dismissal

**Course Schedule:**

Is posted in the Modules section of our Canvas course, as well as via the Canvas course calendar. For 16 week semesters, you will have work 3 days each week. For 8 week (flex) semesters, you will have work every week day. For summer semesters, you will have work every week day and some weekends. For interim semesters, you will have work every day (including weekends) and will have multiple daily submissions.

**Lab:**

You will use MySpanishLab, the online lab that accompanies your textbook. You will have regular lab assignments, with a due date for each assignment. Lab assignments submitted after the due date will have 10% deducted from the grade for each day they are late.

**Class Activities, Assignments, and Exams**

1. You will have practice exercises in Canvas for each vocabulary list and grammar topic. These exercises will help you prepare for quizzes and exams. You can do them as many times as you wish, and the highest score you receive on each exercise will be your grade for that activity. I do not review practice exercises. If you are not happy with your grade on a particular exercise, you can do it again to get a better grade. The practice exercises do not have specific due dates because you can use them all semester to study for quizzes and tests. They are all due at the time that you take your final exam.
2. You will have a number of vocabulary and grammar quizzes, which you will take online. The quizzes will have a time limit, so you will need to be careful to keep up with the time when you are taking a quiz. All quizzes will be due at 11:59 p.m., Central Time. You should take every quiz before the day it is due. Sometimes a computer problem causes a quiz to lock up, in which case you will need to contact me to unlock it for you. If you wait until the last day, you may not be able to contact me in time to unlock the quiz before it is due. Then you may lose points on your grade when you submit your quiz late. When you complete a quiz, check your grade right away in the Tools section of the website. If there is a lock symbol where your grade should be, or if it says that your quiz is "In progress," it means that I did not receive the quiz, and you must email me immediately so that I can reset it.
3. You will have a midterm exam and a final exam this semester. They will be offered online, and both exams will be proctored. There will be a date when each test is due. Both tests will be due at 11:59 p.m., Central Time. You should always take a test before the day it is due.

**Students with disabilities:**

Midland College provides services for students with disabilities through Student Services. In order to receive accommodations, students must place documentation on file with the Counselor/Disability Specialist. Students with disabilities should notify Midland College prior to the beginning of each semester. Student Services will provide each student with a letter outlining any reasonable accommodations. The student must present the letter to the instructor at the beginning of the semester.

**Time Zones:**

All tests, quizzes, and assignments are due at 11:59 p.m., Central Time. If you are in a different time zone, you will need to be aware of the time difference and submit your work before 11:59 p.m. in Midland, Texas.

**Grading:**

If you feel that the computer counted a correct answer wrong, please submit a request using the "Request Regrading" button on our main menu.

**E-mail guidelines:**

1. Each student must maintain a single current e-mail address for this class. You need to be sure that the address is entered into your personal information in Canvas, and you need to check email at that address frequently. If you change your address during the semester, you need to enter the new address into Canvas so that I can contact you if necessary. You are fully responsible for any problems resulting from your failure to maintain current email information in Canvas or from your failure to check email.
2. E-mail messages that I receive before 5:00 p.m. on Monday through Friday will generally be answered the same day. Messages sent at night or on weekends or holidays may not be answered until the next workday. If you send me an email message requiring a reply, and you do not receive an answer within 24 hours, or on the first day following a weekend or holiday, it is your responsibility to send me a follow up email message as soon as possible.
3. Students must always give their full name and the course number (1412) in the subject line of an e-mail message. Messages without this information may be deleted.

**Evaluation of Students:**

**15% - lab**

**10% - practice exercises**

**15% - quizzes**

**25% - midterm exam**

**35% - final exam**

**89.5% - 100% = A**

**79.5% - 89.4% = B**

**69.5% - 79.4% = C**

**59.5% - 69.4% = D**

**Below 59.5% = F**

**There will be no extra credit work for this course. In order to receive credit for the class, students must do the work that is assigned.**

**Instructor Information:**

**Instructor: Dr. Whitney Purvis Rakich**

**Email: [wrakich@midland.edu](mailto:wrakich@midland.edu)**

**Division Information:**

**Dean: William Feeler**

**Secretary: Lula Lee**

**Division Office: 141 AFA**

**Division telephone: 432-685-4624**