# California State University, San Bernardino College/Department Course Number, Title, Section, Quarter and Year

## Course and Instructor Information

### Instructor:

### Office location:

### Telephone:

### Email:

### Office hours:

### Class Days/Time:

### Classroom:

### Others:

## Faculty Web Page (Optional)

Sample text: It is important to use descriptive links for all hyperlinks in your document. For example, instead of http://blackboard.csusb.edu, use visit the [California State University San Bernardino Blackboard](http://blackboard.csusb.edu) website. If you need to provide a link address for reference, please be sure to list it but disable the link, for example http://blackboard.csusb.edu

## Course Description

Insert course description, catalog and/or departmental description here.

## Course Goals/Objectives and Student Learning Objectives/Outcomes

**This heading must read exactly as shown above, “Student Learning Objectives.” Please do not edit it.**

At a minimum, each course syllabus must contain course goals and/or objectives and/or expected student learning outcomes (From Syllabus Policy, Section 2.c). Edit the title above to match the information given in this section.

This is a sample text and use this format if you have a list of course objectives or student learning outcomes: Upon successful completion of this course, students will be able to:

Learning Outcome (LO) 1…

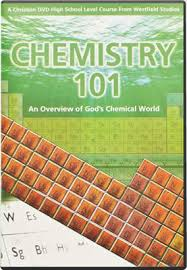
LO2…

LO3…

## Required Texts/Readings (note where available)

### Textbook

List textbook and any other required and recommended reading materials here. For textbooks, include the full citation and ISBN numbers.



**Make sure to add a descriptive text to any picture added.**

### Other readings (or recommended readings)

Include as necessary, alter heading, or delete this paragraph and heading

### Other equipment requirements

Include as necessary, alter heading, or delete this paragraph and heading

## Assignments

Enumerate and briefly describe assignments for the course and indicate alignment with learning outcomes. Include information about due dates and assignment weights.

## Grading Policy

Specify grading policies including how grades are determined, what grades are possible, whether extra credit are available, what the penalty is for late or missed word and what constitutes a passing grade for the course.

## University Policies

Instructor(s) shall refer students to the “General Regulations and Procedures" in the CSUSB Bulletin of Courses for the university’s policies on course withdrawal, cheating, and plagiarism. Below are examples only.

### Plagiarism and Cheating

Sample text: Students are expected to be familiar with the University’s Policy on cheating and Plagiarism. Please review this at (CSUSB Bulletin, pages 51-52). “Quote here the university’s policy.” Instances of academic dishonesty will not be tolerated. Cheating on exams or plagiarism (presenting the work of another as your own, or the use of another person’s ideas without giving proper credit) will result in a failing grade and sanctions by the University. For this class, all assignments are to be completed by the individual student unless otherwise specified.

### Classroom Protocol

Note expectations for participations, attendance, arrival times, behavior, safety, cell phone use, etc.

### Classroom safety

* Students must wear appropriate face coverings while indoors and those without will be asked to return upon obtaining one. Limited exceptions can be obtained by contacting the Office of Services for Students with Disabilities.
* Students unwilling to wear a mask will be asked to leave immediately and appropriate security protocol (including class cancellation) may occur at the discretion of the faculty, who may then assign additional work due to non-compliance.
* Students who are positive or are exhibiting COVID-like symptoms, must leave the space immediately and faculty will follow up regarding make-up work and accommodations at a later time.
* For additional details please check the [Return of the Pack](https://www.csusb.edu/covid-19/face-coverings-campus) website.

### Dropping and Adding

Sample text: You are responsible for understanding the policies and procedures about add/drops, academic renewal, etc. found at [(CSUSB Bulletin, pages 46-48).](http://sa.sjsu.edu/student_conduct)

## Campus Policy in Compliance with the American Disabilities Act

CSUSB Syllabus Policy (2.g) states that at a minimum, each course syllabus must contain a statement of ADA compliance (below are the 2007-08 official statements for supporting students with disabilities), and the reminder that it is the student's responsibility to seek academic accommodations for a verified disability in a timely manner.

## Support for Students with Disabilities

### Main Campus:

If you are in need of an accommodation for a disability in order to participate in this class, please see the instructor and contact Services to Students with Disabilities at (909) 537-5238.

If you require assistance in the event of an emergency, you are advised to establish a buddy system with a buddy and an alternate buddy in the class. Individuals with disabilities should prepare for an emergency ahead of time by instructing a classmate and the instructor.

### Palm Desert Campus:

If you are in need of an accommodation for a disability in order to participate in this class, please let me know ASAP and also contact Rosie Garza in Services to Students with Disabilities at the Palm Desert Campus in RG-209, 760-341-2883 extension 78117, or at the San Bernardino Campus in UH-183, 909-537-5238, ssd@csusb.edu.

If you require assistance in the event of an emergency, you are advised to establish a buddy system with a buddy and an alternate buddy in the class. Individuals with disabilities should prepare for an emergency ahead of time by instructing a classmate and the instructor.

## Statement on Inclusion, Diversity, and Equity

A statement of commitment to the values of inclusion, diversity, and equity. Examples of such statements are available [here](https://www.csusb.edu/diversity-inclusion/strategic-plan/core-values).

## Extra Title

Insert text here.

## Course Schedule

(Note: subject to change with fair notice.) List the agenda for the quarter including when and where the final exam will be held.

| **Date** | **Topics, Readings, Assignments and Deadline** |
| --- | --- |
| Week 1: September 22 to September 29 |  |
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## NOTE TO FACULTY

(Delete this section after use, and do not include in your final syllabus copy.)

Before working on your syllabus, read the [CSUSB Syllabus Policy](http://senate.csusb.edu/docs/Policies/FSD06-02_Syllabus.pdf).

This template includes only the minimum that each course syllabus must contain as per Syllabus Policy, Section 2.