

about the class. Besides using email, students are welcome to request communicating with me through Zoom or similar platforms.

Assignment, Examination and Grading Policy:

Grades are determined by the points student earns through timely participation in online class activities such as writing assignments, discussions and examinations:

- (1) Writing assignments: These are textbook and/or assigned material based writing assignments. The purpose is to provide students opportunities to deepen their understanding or to apply concepts they have learned on a particular topic or topics.
- (2) Online Discussion and/or Activity: I will post discussion questions and/or activity on the class Canvas site weekly, which students are expected to respond. To earn credits, students must respond based on the guidelines provided within the specified time frame.

Students are expected to follow proper etiquette or netiquette when engaging in online discussion or related activities. Be respectful and courteous. Harrassing, bullying, demeaning, derogatory, racist, sexist, homophobic, proselytizing or victim-blaming comments will not be tolerated. It is acceptable to have disagreement in ideas but please do not engage in name calling, personal/character attacks or insults. This instructor reserves the right to delete messages that do not adhere to the above protocol.

- (3) Examinations: There will be two open-book, essay format examinations. Questions will be posted at least 72 hours before the submission due date for students to work on.

Failure to take an exam, turn in an assignment or participate in a discussion/activity by the due date may result in “zero point” for that task. The grade percentage (which is not weighted) shown at the class Canvas site may or may not be an accurate reflection of your actual course progress (i.e. course grade). It is possible students may have the opportunities to earn more than 400 points by the end of the quarter. Course grade is based on the number of points earned out of 400 points.

Total Possible Points:	Exam (2x)	80
	Writing Assignment	200
	<u>Online Discussion/Activity</u>	<u>120</u>
		400
Grading Scale (%)*:	≥ 94 = A	60-69 = C
	90-93 = A-	50-59 = C-
	85-89 = B+	45-49 = D+
	80-84 = B	40-44 = D
	75-79 = B-	00-39 = F
	70-74 = C+	

* Base on 400 points

Assignment Due Date: Student should treat the due date as the last day that the assignments could be submitted.

Late Assignment: Students are expected to turn in the assignments by the due date. If an assignment is turned in late, twenty five percent (25%) of the points of that assignment will be deducted for each late day. The assignment will be locked and submission will not be allowed three days after the assignment due date. Examinations have to be turned in by the due date and no late submission will be accepted.

INCOMPLETE GRADE (“I”):

If a student fails to complete all the required work, the student may request a grade of Incomplete (“I”). Agreeing to issue an incomplete grade is at the discretion of the instructor. The following conditions must be met for an incomplete (I) grade to be considered :

- Students must request an incomplete grade
- Students must have completed 85% of the required coursework by the time the quarter ends
- Students must have earned at least a C average for all submitted coursework
- Students must reach an agreement with their instructors regarding when the missing coursework will be completed

For more information, visit: <https://www.bellevuecollege.edu/policies/3000p2/>

A NOTE ABOUT COURSE CONTENT: This course is likely to touch upon various aspects of social behavior which can be provocative. Please be advised that when we explore controversial topics, they will always be framed within an academic context. Keeping in mind that when we find ourselves in a space outside of our comfort zone, it's an opportunity for learning, and you may be confronted with subject matter that is difficult to watch, see, discuss, or listen to. Please note, however, that you will be responsible for any course material you miss if you choose not to participate. If you have any questions or concerns about the content or atmosphere of this class, please feel free to communicate it with me right away.

A NOTE ABOUT ONLINE LEARNING: This course is an online class which means almost all of the class related activities will take place through the class Canvas site. Therefore, the learning experience may be different, less structured or demands greater degree of initiative compared to some of the classes you had. Students are expected to play a primary role (i.e., reading and understanding the class materials; working on and submitting class assignments) in learning and fulfilling class requirements. It is essential for students to have access to a functioning computer and internet service. Students who succeed in this class tend to:

- have the discipline to take charge of their own learning experience
- have the discipline to check the class Canvas site regularly (i.e. daily) for information and update
- take the initiative to contact the instructor when there are questions or concerns about the course
- take the exams and turn in assignments on time
- participate in online discussion/activity in a timely and diligent manner
- have basic skills in operating a personal computer and practice good online discussion etiquette

HELP WITH CANVAS:

Students can find help with Canvas by using the link below:

<https://www.bellevuecollege.edu/elearning/current/>

DISABILITY RESOURCE CENTER (DRC):

The Disability Resource Center (DRC) serves students with disabilities. Common disabilities include physical, neurological (e.g. Autism, ADD/ADHD), and mental health (e.g. depression, anxiety). If you are a student who has a disability or if you think you may need accommodations in order to have equal access in your classes, programs, activities, and any other services, please contact the DRC.

If you require assistance in an emergency, please meet with your individual instructors to develop a safety plan for while in class and contact the DRC to develop a safety plan for while you are elsewhere on campus.

The DRC office is located in building B Room 132. You can contact the DRC by stopping by the office at B132, calling our front desk phone number (425) 564-2498, emailing drc@bellevuecollege.edu. Deaf students can reach DRC by calling TTY: (425) 564-6189, or by Skype (account name DRCatBC). For more information about the services we offer, including our Initial Access Application, visit our website at [Disability Resource Center](http://www.bellevuecollege.edu/drc) (<http://www.bellevuecollege.edu/drc>).

Service Animals are allowed in the classroom if this class is held on campus. Emotional Support Animals need to be approved through the DRC. All other animals will be asked to leave. If you believe you need your animal with you, please connect with the DRC and refrain from bringing your animal until a decision has been made.

AFFIRMATION OF INCLUSION:

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination.

We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

Here is the Bellevue College Affirmation of Inclusion site:

<https://www.bellevuecollege.edu/inclusion/>

REASONS OF FAITH AND CONSCIENCE:

Reasonable Accommodations for Reasons of Faith and Conscience: Students who will be absent from course activities due to reasons of faith or conscience may seek reasonable accommodations so that grades are not impacted. Such requests must be made within the first two weeks of the course to the office of the Associate Vice President of Student Affairs [see Bellevue College Policy 2950 (<https://www.bellevuecollege.edu/policies/id2950/>)]. In the event you feel you are being discriminated against based on faith or conscious, you may refer to the procedures outlined in the college's Discrimination, Harassment and Retaliation Policy 1440P (<https://www.bellevuecollege.edu/policies/id-1440p/>).

OTHER INFORMATION: Please do not hesitate to contact me if you have any questions or concerns about the class. I will strive to respond to your email within 24 hours on weekdays and within 48 hours on weekends (from 3:00PM Friday through Sunday).

Course Outline

Assignment/Activity Keys: D/A = Discussion and/or Activity
 E = Examination
 W = Writing Assignment

Week	Topics	Chapter (Textbook)	Assignment/ Activity
Week 1 (9/21-9/26)	What is Medical Sociology?	1	W D/A
Week 2 (9/27-10/3)	Epidemiology	2	W D/A
Week 3 (10/4-10/10)	The Social Demographic of Health	3 & 4	W D/A
Week 4 (10/11-10/17)	Social Stress and Health	5	W D/A
Week 5 (10/18-10/24)	Health Behavior and Lifestyles	6	W D/A
Week 6 (10/25-10/31)	Illness Behavior <i>1st Exam due 11/1/2020 (Sunday)</i>	7	W D/A
Week 7 (11/1-11/7)	The Sick Role	8	W D/A
Week 8 (11/8-11/14)	Doctor-Patient Interaction	9	W D/A
Week 9 (11/15-11/21)	Medical Professionals	10, 11, 12	W D/A
Week 10 (11/22-11/28)	Health Care Reform and Health Policies in the United States	15	W D/A
Week 11 (11/29-12/5)	Global Health Care	16	W D/A
Week 12 (12/6-12/9)	<i>Final Examination Due on 12/9/2020 (Wednesday)</i>		

**PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION
Fall 2020**

Student Conduct Code and Academic Integrity*

Any act of academic dishonesty, including cheating, plagiarism (using the ideas or words of another as one's own without crediting the source), and fabrication, and inappropriate/disruptive classroom behavior are violations of the Student Conduct Code of Bellevue College. Examples of disruptive behavior include, but are not limited to, repeatedly talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Conduct Code to the Manager of Student Conduct for investigation. Specific student rights, responsibilities, and appeal procedures are listed in the Student Conduct Code at: <https://www.bellevuecollege.edu/policies/id-2050/>

Incomplete Grade

If a student fails to complete all the required work for a course, an instructor may assign the grade of Incomplete ("I"). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an "F") (<https://www.bellevuecollege.edu/policies/id-3000/>)

F Grade

Students who fail a course will receive a letter grade of "F."

Final Examination Schedule

The Social Science Division will adhere to the final examination schedule as stated in the BC Schedule (<https://www.bellevuecollege.edu/policies/id-3250/>). Final examinations will be held at the end of each quarter at fixed times. Instructors will not give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstance beyond the student's control, the student is unable to be present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designated by the instructor.

Withdrawal From Class

College policy states that students must formally withdraw from a class by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course (<https://www.bellevuecollege.edu/registration/withdrawing/>).

Students Who Require Disability Accommodations

Students with disabilities who have accommodation needs are encouraged to meet with the Disability Resource Center (DRC) office (<https://www.bellevuecollege.edu/drc/students/>) located in B132 (425-564-2498 or TTY 425-564-6189), to establish their eligibility for accommodation. The DRC office will provide each eligible student with an accommodation letter. Students who require accommodation in class should review the DRC accommodation letter with each instructor during the first week of the quarter.

Students with mobility challenges who may need assistance in case of an emergency situation or evacuation should register with Disability Resource Center, and review those needs with the instructor as well.

Distribution of Grades

Grades will not be posted in the Social Science Division or in faculty offices, and secretaries will not give out grades. Students should access their grades through the BC Web site.

Return of Papers and Tests

Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if student supplies the instructor with stamped, self-addressed envelope (with appropriate postage); or by the instructor designating a time and place whereby the student may retrieve his/her papers. Unclaimed papers and/or Scantron score sheets must be kept by the instructor for a minimum of sixty (60) instructional days following the end of the quarter.

**If you are accused of cheating, stealing exams and/or plagiarism, there is a Bellevue College Student Discipline and Appeals Procedure (the right to due process) which you may pursue. Contact the office of Division Chair (D110), the Dean of Student Services (B231A) or the Associated Student Body (C212) for information regarding the appeals process.*