Course Information

<table>
<thead>
<tr>
<th>SPANISH 1412-331481</th>
<th>Grand Master Jedi Vega</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPRING 2017: March 20 – May 11</td>
<td><a href="mailto:gvega@dccc.edu">gvega@dccc.edu</a></td>
</tr>
</tbody>
</table>

Instructor Information

<table>
<thead>
<tr>
<th>Class meetings: MTWR 9-1040m</th>
<th>Office C008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classroom: D228</td>
<td>Office Hours: M-R 8-9am / TR 1-2pm or by appointment</td>
</tr>
</tbody>
</table>

Course Description: Spanish 1412

This is the second semester of academic transfer Spanish. It continues the oral practice, reading, writing, grammar and cultural studies begun in SPAN 1411. Students are expected to acquire a substantial amount of vocabulary and begin to deal with idiomatic language and more advanced syntax. (3 Lec. 1 Lab.)

Required Materials:

An active *eCampus* account

Required Supplies:

*One (1) notebook
*One (1) Pocket Folder – This is to store all your work
*One (1) Headset with jack to fit a computer

Class meetings:

MTWR 9-1040m

Office C008

Classroom: D228

Office Hours: M-R 8-9am / TR 1-2pm or by appointment

**Course Prerequisites:**

Spanish 1311/1412 or Equivalent or Permission by Instructor

**Disclaimer:**

The instructor reserves the right to amend this syllabus as necessary.

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### STUDENT LEARNING OUTCOMES AND CORE COMPETENCIES

**Student Learning Outcomes**

By the end of the semester, students should be able to:

**SLO 1** – Engage in conversations using level-appropriate grammatical structures including narrating events that take place in the past.

**SLO 2** – Demonstrate understanding of level-appropriate spoken Spanish produced by Spanish speakers of diverse origins.

**SLO 3** – Write simple to moderately complex sentences using level-appropriate grammatical structures and organize them into cohesive paragraphs.

**SLO 4** – Read and comprehend level-appropriate authentic texts.

**SLO 5** – Identify and discuss traditions, customs and values of the Hispanic world.

**SLO 6** – Compare and contrast the traditions, customs, and values of the Hispanic worlds with characteristics of their own culture.

**Texas Core Competencies**

Students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. In this course, the following skills are in focus.

**Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information

**Communication Skills** - to include effective development, interpretation and expression of ideas through written, oral and visual communication
Personal Responsibility - to include the ability to connect choices, actions and consequences to ethical decision-making
Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

COURSE EXPECTATIONS, POLICIES & PROCEDURES

Attendance Policy
Class attendance is mandatory and roll will be taken daily. Once roll has been called, it is the student’s responsibility to see the instructors to change status from absence to tardy after class on the day of the tardy. Roll will NOT be revised after its day. Students are expected to attend all class meetings, to arrive on time, and to actively participate.

Please understand that absence from class does not absolve the absentee of the responsibility for being prepared for the next class session!

All absences will be scored a zero since in-class time participation cannot be made up.

Late Work Policy
All assignments are due before formal class lecture begins.

Late work for any other reason than the reasons listed below will not be accepted. Students will be asked to provide documentation:
1. Car accident
2. Hospitalization
3. Funeral of relative or close friend
4. Inclement weather

Please note that a doctor’s appointments, jury duty, court dates and school-related activities are not excuses for late work because students know about these events and should make arrangements to submit work on time.

Late work is NOT tolerated; thus, no assignments will be accepted after their due date and time.

Make-up Work Policy
No make-ups will be allowed unless a previous arrangement has been made and/or a written “note” is submitted for consideration within 24 hours.

- There will be no make ups on homework or/and quizzes unless accompanied by a college-approved written excuse upon student’s return to class.

- Any make-up will be scheduled outside of class time.
Technology in the Classroom

Lap-tops, tablets and/or mobile devices are NOT permitted in class for any reason, including note-taking, during class time.

Students caught using mobile devices during class will be asked to leave for the day and will not be allowed to make up any work.

Civility in the Classroom

Each student is expected to assist in maintaining a civil and amicable environment in the classroom that is conducive to learning. In order to avoid incivility, I expect each and every student to abide by the Golden Rule.

Troublesome behavior in the classroom may be classified as anything that disturbs or distracts the instructor and/or students during the class period. Listed below are a few examples of troublesome behavior that will NOT be tolerated in class:

<table>
<thead>
<tr>
<th>Mobile Devices</th>
<th>Excessive ins/outs of class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demanding special treatment</td>
<td>&quot;I paid for this&quot; mentality</td>
</tr>
<tr>
<td>Excessive tardiness</td>
<td>Leaving the lecture early</td>
</tr>
<tr>
<td>Making offensive remarks</td>
<td>Non-constructive challenges to authority</td>
</tr>
<tr>
<td>Prolonged chattering</td>
<td>Talking out of turn</td>
</tr>
<tr>
<td>Sleeping</td>
<td>Eating in class (NO FOOD ALLOWED)</td>
</tr>
</tbody>
</table>

Course Policy regarding disciplinary issues:

1. Verbal warning.

2. Instructor/student conference, if necessary.

3. Depending on the situation, inappropriate/disruptive behavior in class may result in a request for a student to leave the class for that day.

4. Upon the occurrence that a student is asked to leave the class, the student needs to contact the instructor, set a meeting, and talk with the instructor before returning to the class.

Withdrawal Policy (April 12)

If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by (April 12). Failure to do so will result in your receiving a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped. See institutional policies for additional information on withdrawals.

Emergency Closings

Students should refer to the main webpage of Cedar Valley College for information about campus status. For particular course information, students should check their e-mail account given to the college or/and eCampus.
COURSE ASSIGNMENTS AND GRADE DISTRIBUTION

Daily Participation...................................................................................................................................10%

Engaging in daily in-class activities is required!!!!
All absences will be scored a zero since in-class time cannot be made up.

The following rubric will be used for daily class participation

100 pts – Student does all of the following:
• Arrives to class on time and comes prepared and
• Engages in in-class activities with positive attitude and
• Speaks only in Spanish (and/or makes the effort) and/or
• Takes initiative in activities.

70pts – Student speaks only Spanish (and makes the effort), but:
• Arrives after roll was taken and lecture has begun (within the first 5 minutes) and/or
• Is passively participating in class activities

50pts – Student:
• Arrives 5-15 minutes late to class and/or
• Makes minimal effort to communicate in Spanish and/or
• Is passively engaged or engages in unrelated class activities

0 pts – Student:
• Arrives more than 15 minutes late (without a valid excuse), and/or
• Does not work or actively participate in class activities and/or
• Has a disruptive/unconstructive attitude and influence in the class and/or
• Leaves class early without prior notice/consultation; steps out of class excessively; or does not come prepared.
• Engages in unrelated class activities repeatedly or
• A student is absent.

Online Activities and Homework.............................................................................................................20%
Online activities will be submitted on eCampus. In addition, homework will be assigned to bring to class and will be collected at random for grading at the beginning of class period when it is due.

Weekly Quizzes..........................................................................................................................................20%
There will be several timed-quizzes throughout the session. Students who arrive late will not have time compensation unless a college-approved excuse is given. Your instructor will announce the date of each quiz in class.

Weekly Compositions.................................................................................................................................20%
Students will write brief compositions both in-class and out of class.

Weekly Oral Presentations............................................................................................................................30%
You will prepare oral discourses or dialogues ranging from number of sentences or time and present them in class.

No extra credit will be given. So, don’t ask!

Grading Scale

<table>
<thead>
<tr>
<th>Points</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90 – 100</td>
<td>A</td>
</tr>
<tr>
<td>80 – 89</td>
<td>B</td>
</tr>
<tr>
<td>70 – 79</td>
<td>C</td>
</tr>
<tr>
<td>60 – 69</td>
<td>D</td>
</tr>
<tr>
<td>0 – 59</td>
<td>F</td>
</tr>
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</table>
COURSE SCHEDULE FOR ESPAÑOL 1412 (SPRING 2017)
As Ben Franklin once stated, “Nothing is certain but death and taxes.”
So, here is a TENTATIVE SCHEDULE for the semester.
All course assignments will be announced on the daily basis.

<table>
<thead>
<tr>
<th>Lunes 20 de marzo</th>
<th>Martes 21 de marzo</th>
<th>Miércoles 22 de marzo</th>
<th>Jueves 23 de marzo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introducción al curso</td>
<td>La casa y la familia: Descripciones</td>
<td>La casa y la familia: Descripciones</td>
<td>La casa y la familia: Descripciones</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lunes 27 de marzo</th>
<th>Martes 28 de marzo</th>
<th>Miércoles 29 de marzo</th>
<th>Jueves 30 de marzo</th>
</tr>
</thead>
<tbody>
<tr>
<td>La casa y la familia: Actividades</td>
<td>La casa y la familia: Actividades</td>
<td>La casa y la familia: Actividades</td>
<td>La casa y la familia: Actividades</td>
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<tr>
<th>Lunes 3 de abril</th>
<th>Martes 4 de abril</th>
<th>Miércoles 5 de abril</th>
<th>Jueves 6 de abril</th>
</tr>
</thead>
<tbody>
<tr>
<td>La casa/la familia: Actividades y DOP</td>
<td>La casa/la familia: Actividades y DOP</td>
<td>Actividades con pretérito regular</td>
<td>Actividades con pretérito regular</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Lunes 10 de abril</th>
<th>Martes 11 de abril</th>
<th>Miércoles 12 de abril</th>
<th>Jueves 13 de abril</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actividades con pretérito regular</td>
<td>Actividades con pretérito regular</td>
<td>Actividades con pretérito irregular</td>
<td>Actividades con pretérito irregular</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lunes 17 de abril</th>
<th>Martes 18 de abril</th>
<th>Miércoles 19 de abril</th>
<th>Jueves 20 de abril</th>
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<tbody>
<tr>
<td>Actividades con pretérito irregular</td>
<td>Actividades con pretérito irregular</td>
<td>Comparaciones &amp; IOP</td>
<td>Comparaciones &amp; IOP</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lunes 24 de abril</th>
<th>Martes 25 de abril</th>
<th>Miércoles 26 de abril</th>
<th>Jueves 27 de abril</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actividades con imperfecto</td>
<td>Actividades con imperfecto</td>
<td>Actividades con imperfecto</td>
<td>Actividades con imperfecto</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lunes 1 de mayo</th>
<th>Martes 2 de mayo</th>
<th>Miércoles 3 de mayo</th>
<th>Jueves 4 de mayo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actividades con el presente perfecto</td>
<td>Actividades con el presente perfecto</td>
<td>Actividades con el presente perfecto</td>
<td>Actividades con el presente perfecto</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Lunes 5 de mayo</th>
<th>Martes 6 de mayo</th>
<th>Miércoles 7 de mayo</th>
<th>Jueves 8 de mayo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actividades con el pasado perfecto</td>
<td>Actividades con el pasado perfecto</td>
<td>Actividades con el pasado perfecto</td>
<td>Actividades con el pasado perfecto</td>
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</tbody>
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INSTITUTIONAL POLICIES

Academic Advising
Academic Advising is a collaborative educational process whereby students and their advisors are partners in meeting the students' academic, personal, and career goals. This partnership is a process that is built over the student’s entire educational career at Cedar Valley College.

Educational planning is available to all students. First time in college students must meet with academic advisors prior to enrolling in classes; however, continuing students may choose to see faculty advisors, faculty counselors, and/or program coordinators after classes begin. All parties have clear responsibilities for ensuring a successful partnership. For more information, you may access: https://www.cedarvalleycollege.edu/FutureStudents/StudentServices/AcademicAdvising/Pictures/AdvisingSyllabus.pdf

Academic Honesty
Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.

ADA Statement
If you are a student with a disability and/or special needs who requires accommodations, please contact the college Disability Services Office at 972-860-8119.

Emergency Alert
Sign up for DCCCD Emergency Alerts to receive a text-message, e-mail and/or phone call when there is an unscheduled evacuation or closure of a DCCCD campus or office because of weather closures, utility outages, police or other emergencies. Subscribing is free, but standard text message charges from your cell phone provider will apply. Please refer to: http://www.dcccd.edu/SS/OnlineSvs/EmergAlerts/Pages/default.aspx

Financial Aid
Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy.

Health Center Services
Located in Building A (1st floor) - Basic first aid for minor cuts, scrapes, insect stings, and heat, etc.

- Over-the-counter medications for headaches, fever, seasonal allergies, and colds
- Over-the-counter medications for mild allergic reactions
- Emergency sanitary pads
- Blood Pressure check
- Coordination with outside health agencies such as Carter Blood Care; Dallas County Health Dept. (HIV/STD testing--free, twice a semester); UT Southwestern mobile mammography; Immunizations once a month for children <19 y.o. from the DCDHHS; Agape Massage; and Employee Wellness Screening
- Rest area for stress relief, migraine headaches, post seizure activity
• AED (Automatic External Defibrillator) for CPR
• Student Health101, e-magazine: http://readsh101.com/go2cedarvalleycollege.html
• Confidential "talks"
• Assists with health related club activities when asked and time permits

Stop Before you Drop

For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. As a student, you may drop no more than six courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions.

Remember that once you have accumulated six non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: http://www.dcccd.edu/Why/Reg/Registration/Pages/default.aspx

Religious Holidays

Absences for observance of a religious holy day are excused. A student whose absence is excused to observe a religious holy day is allowed to take a make-up examination or complete an assignment within a reasonable time after absence.

Repeating this Course

Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. This class may not be repeated for the third or subsequent time without paying the additional tuition. Third attempts include courses taken at any of the Dallas County Community Colleges since the fall 2002 semester. More information is available at: http://www.dcccd.edu/PC/Cost/3rdCrseAttmpt/Pages/default.aspx

Student Code of Conduct

As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at: https://www1.dcccd.edu/catalog/ss/code.cfm?loc=CVC

Tutoring Services

Spanish tutors are available in the Tutoring Center to help you!!!!!!

QUALITY ENHANCEMENT PLAN

Cedar Valley College's Quality Enhancement Plan is designed to improve student learning in mathematics. Read more about our QEP at: http://www.cedarvalleycollege.edu/QEP/default.aspx