

Matter and Motion, Winter 2016

Program Covenant

Faculty:

Riley Rex, A.B.D. – Chemistry

Neil Switz, Ph.D. – Physics and Math

Prerequisites: The catalog lists proficiency in precalculus, including algebra and trigonometry, as prerequisites for taking this program. Additionally, for Winter quarter a good working knowledge of Fall quarter chemistry, physics, calculus, and lab techniques is presumed and required. These things will be necessary for success in this program.

Attendance and timely completion of assignments: Late work interferes with individual learning and disrupts the pace of the class. Class work is due on the due date. **Turn in what you have completed by the due date.** If you cannot attend class, e-mail the faculty ahead of time to help us understand the problem. You will not have sufficient time in class to finish assignments; plan to put in significant time on evenings and weekends.

Credit and Evaluations:

Credit is not the same as a grade – just as you can get a “D” in a class and receive credit, you can receive credit and still get a negative evaluation. If you do all the work, on time, *and do it well* you will receive full credit and a good evaluation.

- Credit:
 - Credit is not the same as positive evaluation. It is possible to receive no credit by not doing the class work, doing low-quality work, or by a violation of the social contract (for example, disrupting class). Turning in all the work does not guarantee credit – if the work is of poor quality, you may not receive credit.
 - Labs: Missing more than 2 labs is grounds for loss of credit in the lab portion of the course. Labs are necessarily experiential and attendance is required. Up to 2 excused absences (family emergency, illness, etc...) are OK provided there is clear communication with the faculty about the absence and the lab write-up is completed using make-up data provided by the faculty.
 - Partial Credit, or credit for something other than the primary course description will not be granted in except in exceptional circumstances.
 - Incompletes will generally only be granted in the event of a documented family or medical emergency.
- Evaluations:
 - If your work is of sufficient quality to receive credit, then your evaluation will explicitly assess the quality of that work. Additional discussion in the evaluation will lend context to and inform that assessment.
 - Evaluations are non-competitive – everyone can do equally well, or equally poorly.
 - You must be prepared to stay through Friday of evaluation week at the end of the quarter. If you miss your evaluation conference, you agree to accept your evaluation(s) as written.
 - The student self-evaluation and faculty evaluations are required in order to have an evaluation conference; if you fail to bring either of these documents to the evaluation, the faculty may turn you away.

Harassment: the class has a zero-tolerance policy for harassment; harassment of others may result in you being removed from the program and losing credit. Be aware that what *you* may consider “joking around” can be a serious problem if it interferes with other students’ learning or well-being. This includes sexist jokes, comments demeaning to other groups, etc. The non-harassment policy covers all program-related activities both on and off campus.

Respect: Respect for others is required in the classroom. This includes not smoking (including e-cigarettes), not wearing strong scents, silencing and stowing all cellphones, not filming or recording persons without consent, not displaying distracting or offensive material (screensavers, images), disrupting class, etc. Respect encompasses additional specific responsibilities including:

- Showing respect for others who are speaking or listening
- Keeping confidential any personal information others may reveal during program discussions.
- Recognizing that no one is exempt from dynamics of privilege and oppression and striving to be aware of how our actions and words affect others and communicating honestly to others about how their actions affect us.
- Responding civilly and productively when others communicate to us how our words or actions have affected them.
- Abiding by the Social Contract, Student Conduct Code and the Sexual Harassment policy.

Repeated or severe disruption of the learning environment by violating these guidelines and the spirit from which they arise may result in expulsion from the program.

Accessibility: Accommodation for health conditions and disabilities is an important part of the Evergreen ethos; however, we cannot provide any accommodations unless and until documentation is provided by Evergreen’s Office of Access Services (867-6348 / TTY 867-6834). It is the student’s responsibility to visit the office and arrange for this documentation.

Lab Safety: rules and restrictions required for physical safety in the lab must be followed. Lab rules are designed to protect yourself and others as well as laboratory facilities. Failure to follow lab procedures may result in removal from the lab (even though lab may be required for full credit) or the program.

Policies: Clear policies help class run smoothly, so some specific class policies are:

- Cellphones: No cellphone on the table or out of your pocket during class. Ringers (including vibration mode, if it is audible to others) should be turned off before the start of class.
- Recordings: Recording (audio, pictures, or video) of class, class members, or faculty and staff without permission are a violation of privacy, and not permitted. Unpermitted recording may result in your being asked to leave the program. Make a request and receive permission before taking pictures, etc. (e.g. pictures of the blackboard, though those are usually be fine).
- Illness: if you are sick, or feel that you are getting sick, **DO NOT COME TO CLASS**. If you are clearly sick during class, you may be required to leave the room. Even on an exam day, if you are truly ill please stay home. Email the faculty – before class – however, so that we know why you are absent.
- Smoking, e-cigarettes, and pets (this does not apply to documented service animals) are not permitted in any program space. If you smoke during a class break, please wait a bit for the smell to dissipate before returning.

Academic Integrity: You can lose credit **for the entire program** through cheating on exams or homework, copying or using as your own ideas the materials generated by someone else (plagiarism), even if the violation occurs in just one section of the program. You can avoid plagiarism by giving credit where credit is due, by citing your source, even an internet source. Egregious cheating – e.g. copying some else’s exam or homework, posting a homework question to a website (other than the class website) for feedback, or using a solution manual found

online – is grounds for immediate dismissal. Any work submitted for assessment must represent your own learning. The use of online and other resources can be tempting, but must be resisted. Otherwise what you submit may not represent your own work, which would be considered an act of academic dishonesty (cheating).

Because the program encourages collaboration and group work, some guidance may help:

- Problem sets/ written homework:
 - Absolutely work with others – this is highly encouraged. **HOWEVER:** your write-up must be entirely your own – you cannot copy someone else’s work, even if both of you just did the problem together. Work together, then write up the problem entirely by yourself. You may show your work to others as part of collaborative discussion, but not lend work to (or borrow it from) others.
 - Online solutions. Googling for homework help and solutions will damage your learning process and hurt the learning community. Online resources can of course be useful; consider the following guidelines:
 - Wikipedia, Wolfram Mathworld, Khan Academy, MIT OCW, and any textbooks (in the library or online) are fine as long as you are not reading/viewing the solution to the exact problem-set question.
 - Checking math using Wolfram Alpha (or Mathematica/Maple/MuPad) is also fine (you must still write it up completely in order to get credit on an assignment though).
 - Searching, or using, solution manuals or solutions to problems in the problem sets is obviously problematic... and undercuts the point of taking the program in the first place, which is to learn how to do this cool material for yourself!
- If in doubt: ask! If you used a resource and then wondered if it was OK, as long as you ask the instructor **BEFORE** turning the assignment in for credit, the worst that could happen is that we might not grade that assignment.

Resources:

The school has many resources to assist you. These include:

- General: Remember that academic study groups are an important source of support and encouragement.
- Math: The QUASR center (on the 2nd floor of the Library building; <http://www.evergreen.edu/mathcenter/>) has excellent resources, including tutoring sessions, for algebra, precalculus, and calculus, as well as advising. It is also a good place to meet fellow students in order to study.
- Personal: The Evergreen Health and Counseling Centers can provide assistance with personal difficulties of various sorts: <http://www.evergreen.edu/health/counseling/>

What to do about personal problems with the class: If you have personal problems, use the Counseling Center for expert advice. If you have academic problems, including problems with another student in the class or one of the faculty, see the faculty you have an issue with first, or alternately another member of the faculty team. You may also talk informally with the Campus Deans, and/or follow the formal campus grievance procedure.

A copy of this covenant will be on file. By enrolling in this class, you agree to its terms; further acknowledge your agreement to abide by the covenant by signing here (paper form on 1st day of class):

Print Name: _____

A#: _____

Signature: _____

Date: _____

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