**CLASS INFORMATION**

*THIS IS YOUR "CONTRACT" WITH THE INSTRUCTOR. YOU ARE RESPONSIBLE FOR UNDERSTANDING IT. PLEASE ASK QUESTIONS IF YOU DON'T UNDERSTAND ANYTHING CONTAINED WITHIN.*

I. **All students are required to:**

   A. Attend class regularly and on time. **Do not** schedule job hours that conflict with class meeting times.
   
   B. Purchase required Textbooks:
   
   C. Read assignments as directed by Instructor/Class Schedule.
   
   D. Take notes during class lecture. If you miss a class session, notes may be obtained from other students in the class.
   
   E. Contribute to class discussion when appropriate.
   
   F. Conduct themselves in a manner appropriate to college level.
      
      1. **No sleeping, reading, or talking in class.**
      
      2. **Please advise instructor if you need to leave class early on a certain day.**
      
      3. **Please take care of phone calls (make sure cell phones and pagers are turned to silent), restroom visits, etc., before and after class hours. Please do not disrupt your classmates by coming in and out of the classroom unless there is an emergency.**
      
   G. Most instruction and discussion in the classroom will be conducted in American Sign Language. Please try NOT to use voicing or English mouthing or other sign systems in class at any time. Interpreting for other students will not be allowed. If you do not understand, ask for clarification.
   
   H. Follow all college policies. **No food, beverage or children are allowed in the classroom.**

II. **Class Attendance:**

   A. According to Policy 5150, “any student who fails to attend any class session during the first three sessions of the class at the beginning of the term **may be** dropped from that class unless the student has advised and obtained an absence approval from the faculty member.”
   
   B. During the first 4 weeks of class, it is mandatory that the instructor dismiss (drop) a student from the class when absences reach 2 times the number of times the class meets per week.
   
   C. During the semester, the instructor may dismiss (drop) a students when the student absences reach 3 times the number of times the class meets per week.
   
   D. If individual health or family emergencies put you at risk of being dropped, please contact the instructor at 954-5819 to discuss the situation.
   
   E. There is no need to call the instructor if a single class meeting is to be missed.
   
   F. It is the students responsibility to have a current phone number, address, and email on file in the Admissions and Records office (Holt 101). As a courtesy, announcements may be made via phone/email in case of class changes/cancellations, room changes, etc..

    *This is an important paper ---don't lose it --- refer to it often!*
III. Drop Dates:

A. The last day to withdraw (drop) without receiving a "W" is ______9/12/03_____.
B. The last day to withdraw (drop) and receive a "W" is _________11/18/03_____.
C. Any student who withdraws or drops after ___11/18/03___ will receive an "F" for the course. Students are responsible for handling the paperwork for dropping the course.
D. No drops are allowed by faculty or students after          11/18/03            .

IV. Grading Procedures:

A. Students may earn a total of 500 points in the course as shown below:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam #1</td>
<td>50</td>
</tr>
<tr>
<td>Exam #2</td>
<td>50</td>
</tr>
<tr>
<td>Final Exam</td>
<td>95</td>
</tr>
<tr>
<td>Article Reviews</td>
<td>25</td>
</tr>
<tr>
<td>Video Portfolio</td>
<td>280</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>500</strong></td>
</tr>
</tbody>
</table>

At the end of the semester, course grades will be calculated as follows:

- 450 - 500 points   A  90 - 100%
- 400 - 449 points   B  80 - 89%
- 350 - 399 points   C  70 - 79%
- 300 - 349 points   D  60 - 69%
- < 300 points       F  < 60%

B. Exams:

1. There will be two exams during the semester covering lecture material and reading assignments. There will also be a comprehensive final exam.
2. No make-up tests are given. If you know in advance you will not be able to make a scheduled test TALK TO THE INSTRUCTOR AS SOON AS POSSIBLE TO MAKE ARRANGEMENTS. This policy shall be waived only with documentation from a physician or other official in the case of an emergency.
3. Any form of cheating or copying on exams or assignments will result in a "0" for the exam or assignment and the student’s name will be given to the Vice-President of Student Services for violation of the Student Code of Conduct.

This is an important paper ---don't lose it --- refer to it often!
C. Assignments:

1. Submit a typewritten review on any two articles from a periodical such as: *Silent News, Deaf Life, NAD Broadcaster, Deaf Nation,* etc. Use MLA format. Make sure to include what you think about the articles as well as brief summations. Make sure you cite your sources, have a bibliography and include copies of all articles used. (The articles can be, but do not need to be related to each other.) See attached schedule for due date.

2. Students will create a video portfolio of the stories in the text. Stories from each chapter are due on the day of the test for the corresponding chapter. (ie. The first test is on chapters 10, 11, & 12, therefore on that test day I will need the video turned in with you signing the stories from chapters 10, 11, & 12.) You will need to video tape you and your partner signing the story together twice for each chapter so you can sign each role in the story. One video tape can be turned in for both you and your partner. You can videotape you and your partner on your own time. You need to have it recorded on a VHS or VHS-C tape. If you have another type of camcorder you will need to convert it for the instructor. If you don’t have a camera, you can make arrangements with the instructor. See attached schedule for test due dates for the corresponding chapter stories. The rubric used for grading this assignment can be found on the instructors website.

3. Assignments turned in late will be decreased by one full grade **EACH DAY** (NOT class) they are late.

D. There will be opportunities for extra credit. Each extra credit activity must be an approved activity by the instructor. You must provide ‘proof” of attendance for these activities. You will need to write one page of your experiences, what you say, and name at least two (2) Deaf people you met and information about them.

Extra credit can only be earned if all class assignments have been turned in. Extra credit can increase your grade by a maximum of one full letter grade. Any extra points accumulated will be looked at IF your final grade in the class is "border line".

V. Tutoring and Reference Materials

A. For extra help there may be tutoring available in the Tutor Center located in Shima 217. Tutoring is FREE.

B. For students that have access to the internet there are several on line dictionaries. Two that the Instructor recommends are: [http://www.bconnex.net/~randys](http://www.bconnex.net/~randys) & [http://dww.deafworldweb.org/asl](http://dww.deafworldweb.org/asl). There are also several links that may help you from the instructors web page. Also look at the recommended texts on this syllabus.

C. For assistance in writing class assignments there is a writing lab available in Shima 217 for FREE.

*This is an important paper ---don't lose it --- refer to it often!*
VI. Course Description & Objectives:

This course is designed to offer continued study of American Sign Language and Deaf Culture. Emphasis is placed to improve speed and fluency. Upon successful completion of this course, the student will review and reinforce vocabulary developed in SL 22 and SL 23, develop appropriate facial expressions and grammar used in conversational signing, develop conversational skills involving activities of daily living and events of the Deaf community and become aware of Deaf idioms and their use in Deaf culture.

The student will:
- Demonstrate an ability to recall and use the vocabulary learned in SL 22 and SL 23.
- Demonstrate an ability to converse in American Sign Language on a conversational level involving activities of daily living and events of Deaf culture.
- Recall various historical events that are significant periods in Deaf culture.

VII. Instructor Information

A. Instructor's Office: Shima 140
B. Telephone number: 209-954-5819
C. Email: CNunes@DeltaCollege.edu
   Web page: http://www.deltacollege.edu/emp/cnunes/charlenenunes.html
D. Office Hours:
   MWF: 8:00am - 9:00am  TTh: 11:00am - 12:00pm
E. The Instructor reserves the right to make any adjustments necessary in the operation of the class that in her professional judgment are warranted to better meet the needs of students.

VIII. Communicate with your Instructor!

A. Please do not contact the Division Office with messages for the instructor. Please call the Instructor's office number and leave a message or send an email message. Please leave your full name and which section of my class you are in (for instance, MWF 11:30) along with your message.
B. Please advise instructor when you have an illness, family problems, or other emergencies that will prevent you from attending 2 or more classes.
C. If you anticipate problems turning in an assignment on time or taking a regularly scheduled exam, TALK TO THE INSTRUCTOR IN ADVANCE.
D. If you feel you are not doing well in the course, please contact the Instructor to discuss your progress. I can't help you unless I'm aware of your situation.

This is an important paper --- don't lose it --- refer to it often!
CLASS SCHEDULE

Texts:
- *American Sign Language, A Student Text Units 10 - 18 Videotape* by, Charlotte Baker-Shenk & Dennis Cokely

Recommended:

NOTE:
- WEEKLY SCHEDULE FOR COVERING TOPICS IS APPROXIMATE. FOR BEST RESULTS, ATTEND CLASS REGULARLY!

<table>
<thead>
<tr>
<th>WEEK OF:</th>
<th>TOPICS:</th>
<th>Th Th</th>
<th>TTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 18 - 19</td>
<td>Intro &amp; Unit 10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August 25 - 29</td>
<td>Unit 10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September 1 - 5</td>
<td>Unit 11</td>
<td>HOLIDAY Monday 9/1</td>
<td></td>
</tr>
<tr>
<td>September 8 - 12</td>
<td>Units 11 &amp; 12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September 15 - 19</td>
<td>Unit 12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September 22 - 26</td>
<td>Units 10 - 12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9/29 - 10/3</td>
<td>Unit 13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October 6 - 10</td>
<td>Units 13 &amp; 14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October 13 - 17</td>
<td>Unit 14</td>
<td>Article Reviews Due:</td>
<td>10/16</td>
</tr>
<tr>
<td>October 20 - 24</td>
<td>Unit 15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October 27 – 31</td>
<td>Units 13 - 15</td>
<td>Unit 13 - 15 TEST(Videotape Due) on:</td>
<td>10/30</td>
</tr>
<tr>
<td>November 3 - 7</td>
<td>Unit 16</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November 10 - 14</td>
<td>Unit 17</td>
<td>HOLIDAY Monday 11/11</td>
<td></td>
</tr>
<tr>
<td>November 17 - 21</td>
<td>Units 17 &amp; 18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November 24 - 28</td>
<td>Unit 18</td>
<td>HOLIDAY Th. 11/27 &amp; Fri. 11/28</td>
<td></td>
</tr>
<tr>
<td>December 1 - 5</td>
<td>Review 10 - 18</td>
<td>Unit 16 - 18 Video Due on:</td>
<td>12/4</td>
</tr>
<tr>
<td>December 8 - 11</td>
<td>Review 10 - 18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

FINALS:
- TTH 10:00am Class - TBA
- T 6:00pm Class - TBA

*This is an important paper ---don't lose it --- refer to it often!*