



## Course Syllabus

POS 2041 - 2660

American National Government Fall Term 2023-2024 (0625)

This course includes the following section numbers:

## Instructor Contact Information

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Diana Trinca-Clark

**Email**

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**Phone:** 7275106730

**Office and Online Chat Hours:**

By appointment

**Office Location:**

Online

**Instructor Web Page:**

<https://web.spcollege.edu/instructors/id/Trincaclark.Diana>

## Departmental Contact Information

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Douglas Rivero, Ph.D.

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**Appointment Information:** Call or Email contacts above to schedule an appointment

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**Title:** Dean

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**Phone Number:** (727) 712-5851

**Appointment Information:** Call or Email contacts above to schedule an appointment

## Course Information

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**Prerequisite(s):** Prerequisites: (ENC0020, ENC0025, ENC0990, ENC0056 or ENC0055) and (REA0017, REA0002, REA0990 or REA0056); or EAP1695; or appropriate scores on SPC placement test. Cannot be taken with IDS 2103H.

**Credit Hours:** 3

**Modality:** Online

### Course Description:

This survey course provides a comprehensive examination of the American political system. Through this course students will become familiar with theory, organization, principles, and function of the American national government, and various elements within the political system that work to shape policy outcomes. This course partially satisfies the writing requirements outlined in the General Education Requirements. Credit is only given for one of the following: POS 2041 or POS 2041H or IDS 2103H.

## Course Objectives

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- 1. Students will define the purposes and forms of government, with emphasis on our democratic republic by:**
  - a. comparing political systems.
  - b. recognizing the impact of the founding documents, such as the US Constitution, on the major components and functions of US government.
- 2. Students will identify the impact of philosophical, historical, and political backgrounds of the founding documents of the United States government by:**

- a. recalling the historical details leading to the formation of the United States.
- b. explaining the foundational values of the Declaration of Independence.
- c. recognizing the values and conflicts present at the writing of the United States Constitution.
- d. differentiating federal and state powers provided by United States Constitution.

**3. Students will examine the institutions of the United States government by:**

- a. identifying the institutions of the United States Government as outlined within the US Constitution.
- b. distinguishing the powers of the Legislative, Executive and Judicial branches as delineated in the US Constitution.
- c. contrasting competing interests within the United States government.

**4. Students will analyze the continuing evolution of the Constitution in the United States by:**

- a. exploring the evolution of civil liberties, especially as determined by landmark US Supreme Court cases.
- b. examining the significance of the 14th amendment and the continuing development of civil rights for all citizens.
- c. identifying landmark legislation and executive actions as well as their impact on political behavior.

**5. Students will describe the intersect of public policy and civil society by:**

- a. defining the role and affect of influences, such as; political parties, interest groups, the media, public opinion and political participation.
- b. participating in community and/or civic engagement.

**6. Students will demonstrate research, writing and critical thinking skills by:**

- a. completing written assignments and/or discussions related to the aforementioned learning outcomes.
- b. composing a major analytical paper or project that demonstrates mastery of several learning outcomes.

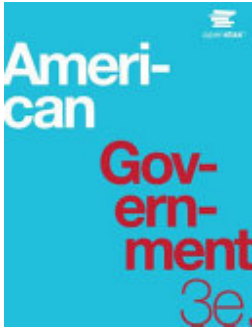
## **Required Textbook and Other Resources**

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**American Government 3e**

**Required or Optional:** Required

**ISBN:** 9781951693435



**Authors:** Glen Krutz

**Publication Date:** 2021-07-28

**Notes**

- Reading materials will be provided online in the PDF format and electronically via the **OpenStax** website operated by **Rice University**. <https://openstax.org/details/books/american-government-3e>

## First Day Access (Digital Books) Program

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### What is First Day Access: Textbook Savings Program?

This course is participating in the First Day Access Program. You will be given access to the course materials through MyCourses. You will receive instant access to the required materials and save 20-50% or more off the retail price. **You have the option to opt out of the program within the first 10 days of class** if you want to purchase your materials elsewhere. Opting out of the program is likely to cause you to pay a higher rate. **The opt-out date is 10 days from the first day of class.**

The materials that are accessed through MyCourses are **NOT** included in your tuition. **If you do not click on the button to opt-out, you agree to pay the discounted fee and SPC will bill your student account at the First Day price after the opt-out deadline passes- approximately 2 weeks after your class starts.** This will show as a bookstore charge. Please check your student account. If you have BLOC or are a 3rd Party vendor then the charges will be covered **\*exceptions do apply**, if you are self-pay, please make those payments to the business office.

### Refund Policy

If you drop a class within the drop deadline for your course, the refund policy will be the same as SPC's [drop w/refund policy](#). If you withdraw after the drop deadline ([see your schedule for dates](#)), then you will be responsible for those charges on your account (For example, if you receive a "W" you will not be eligible for a refund).

Should you choose to purchase the required materials out of pocket you **MUST** opt out to avoid being charged. If you do not opt out by the deadline, which is 10 days from the start of class, then you must request to be opted out and proof of purchase must be submitted to [tharrison@bncollege.com](mailto:tharrison@bncollege.com) to prevent First Day Fees being added to your account.

## **Performance Assessment and Grading**

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**Quizzes (250 points) - Twelve (12) quizzes, each worth 25 points, for a total of 250 points or 25% of your final grade.** You will have ten Chapter Quizzes, one Citizenship quiz, and a General Education Survey for a total of 250 points, 25% of your final grade. **The two quizzes with the lowest grades will be dropped.**

You will have 10 chapter quizzes, one Citizenship quiz, and a General Education Survey for a total of 250 points, 25% of your final grade. In each module, you will have a quiz on the assigned chapter(s) in that module. All quizzes will be comprised of multiple choice questions.

**Discussion Forums (200 points) – Five (5) Discussion Forums, each worth 50 points, for a total of 200 points or 20% of your final grade.** **The discussion with lowest grade will be dropped.**

You will have discussion posts in many of your modules. Each Discussion Forum will include a learning assignment with discussion prompts and requires a reply to a classmate's post. The posts will be graded for content, grammar and spelling. You will not receive any points if you do not post an assignment post (even if you post reply posts). Your posts will partially contribute to the SPC Writing requirement.

**Writing Assignments (150 points) - Four (4) Writing Assignments, each worth 50 points, for a total of 150 points or 15% of your final grade.** **The writing assignment with lowest grade will be dropped.**

You will be asked to apply what you have learned in three different modules with well-written essay submissions. You will receive clear instructions on the specifics. All written work must be submitted to the Dropboxes within the course. The Dropboxes utilize Turnitin in order to detect plagiarism and AI. These submissions will be graded based upon completion of the assignment requirements as well as content, grammar and spelling. Complete all

submissions adequately to earn credit. Your written assignments will partially contribute to the SPC Writing Requirement.

**Civic Engagement Paper (100 points) - One (1) Civic Engagement Paper worth 100 points or 10% of your final grade. Instructions for this paper are in the Civic Engagement Project Module.**

**Exams (300 points) - This course will include a Mid-term Exam and a Final Exam, each worth 150 points, for a total of 300 points or 30% of your final grade.** Each exam will cover the materials within the modules of POS 2041. This will include the corresponding chapters in your textbook as well as all of the supplemental materials provided up to that point.

The mid-term exam and the final exam will be administered online and will have a time limit.

While the exam will be unproctored and taken at your convenience within the due date, they should reflect your work alone. You may use your notes and textbook while taking the exam, but you may not start and stop the exam, so please prepare to take the exams at a time when you will have uninterrupted computer access. Prepare well before opening the exam.

### **Plagiarism and AI:**

Plagiarism and the use of Artificial Intelligence (AI) are prohibited for all writing assignments in this course. A grade of zero will be given for the submission of writing assignments with either detected.

### **Grading Scale**

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**A = 90 - 100%**

**B = 80 - 89%**

**C = 70 - 79%**

**D = 60 - 69%**

**F = less than 60%**

## **Availability of Course Content**

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To gain access to the course materials/modules, students must be logged in to MyCourses.

## **Course Attendance**

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View the college-wide attendance policy included in How to be a Successful Student. The policy notes that each instructor is to exercise professional judgment and define “active participation” in class (and therefore “attendance”), and publish that definition in each syllabus. For this class, attendance is defined as completing all of your assigned work online, by the due date. If a student does not submit any assignments for a defined module, the student will be considered "absent." Failure to complete any modules in the first two weeks of class will lead to dismissal. Students who fail to complete 60% of their assignments with 60% of the course assigned will be identified as no longer active in course.

Attendance is mandatory. Since we will meet online it is suggested that you check the course several times a week – MyCourses is our online “classroom.”

The instructor will verify that students are in attendance during the first two weeks of class. Students classified as “No Show” for both of the first two weeks will be administratively withdrawn from any class which they are not attending. The student’s financial aid will be adjusted based on their updated enrollment status. If a student is administratively withdrawn from a class

because they were a “No-Show” during the first two weeks of class, financial aid will not pay for the class and the student will be responsible.

Students who are not actively participating in class will be reported to the Administration during the week following the last date to withdraw with a “W” (as posted in the academic calendar on the college’s web site). A grade of “WF” will be assigned to students who are not actively participating during the week following the last day to withdraw with a W grade.

Students will be able to withdraw themselves at any time during the term. However, requests submitted after the last date to withdraw with a “W” (see academic calendar) will result in a “WF.” Students and instructors will automatically receive an email notification through their SPC email address whenever a withdrawal occurs. Withdrawing after the “Last Date to Withdraw with a Grade of ‘W’” can have serious consequences. If the student withdraws from a class after the deadline posted in the academic calendar, the student will receive a final grade of ‘WF,’ which has the same impact on the student’s GPA as a final

grade of “F.” A “WF” grade also could impact the student’s financial aid, requiring repayment of financial assistance. Students should consult with an academic advisor or financial assistance counselor prior to withdrawing.

## **Technology Requirements & Policy**

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View the [MyCourses Minimum Technology Requirements](#).

Minimum Technical Skills: Students should know how to navigate the course and use the course tools (email, discussion, gradebook, etc.). MyCourses tutorials are available to students new to this LMS and are located at the beginning of the course. Most features on MyCourses are accessible on mobile devices, although it is recommended that you use a computer for quizzes, tests, and essay assignments.



Students also MUST become proficient with [publisher or other 3rd party tools or platforms here] and the tools contained within the program to be successful in this course.

## Accessibility of Technology

- [MyCourses \(Brightspace by Desire2Learn\) Accessibility](#)
- [Microsoft Accessibility](#)
- [Google \(YouTube\) Accessibility](#)
- [Panopto Accessibility](#)
- [Turnitin Accessibility](#)
- [Honorlock Accessibility](#)
- [Cengage Accessibility](#)
- [McGraw-Hill Accessibility](#)
- [Pearson Accessibility](#)

## Privacy

- [MyCourses \(Brightspace by Desire2Learn\) Privacy](#)
- [Microsoft Privacy](#)
- [YouTube Privacy](#)
- [Panopto Privacy](#)
- [Turnitin Privacy](#)
- [Honorlock Privacy](#) and [SPC's Honorlock Security and Privacy FAQ](#)
- [Cengage Privacy](#)
- [McGraw-Hill Privacy](#)
- [Pearson Privacy](#)

## Important Dates

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**Class Dates:** 11-SEP-2023 to 08-DEC-2023

**Drop Date:** 15-SEP-2023

**Withdrawal Date:** Please reference the Academic Calendar below

<https://www.spcollege.edu/academic-calendar>

## **Learner Support and Other Student Resources**

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Use the following links to view web sites on SPC's:

- [Free Tutoring](#)
- [Accessibility Services](#)
- [Academic Support](#)
- [On-Campus and Online Support](#)
- [Student Services](#)

Additional Resources:

- [Academic Calendar](#)
- [Learning Resources](#)
- [Career Services](#)
- [International Student Services](#)
- [Veterans Services](#)

## **Course Assignment Schedule**

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The **Schedule of Assignments Module** is in Course Content within the course.

## **Students' and Instructor's Expectations**

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It is important that all of your attention be focused on the content to be learned so when you are in class you shouldn't be using your computer, cell phone, and tablet for casual

use, only academic purposes. Any use of these devices (including texting) for non-academic purposes draws your attention away from the course work and is therefore subject to disciplinary action. Whether you are taking a course online, blended, or in the classroom, you may be required to have discussions of class assignments and share papers and other class materials with instructors and classmates online. The learning management system, MyCourses, will be used for this purpose and you should complete the Introduction to MyCourses so that you are comfortable with the system and can complete your assignments. Whether you are in an online class or a physical classroom, certain behaviors are expected when you communicate with your peers and your instructors. You need to contribute to a positive learning/teaching environment, respecting the rights of others and their opportunity to learn. No one has the right to interfere with the teaching/learning process. Below are the traits of a successful student. These guidelines pertain whether your course is online or in the classroom. When communicating, you should always:

- Treat everyone with respect in every communication
- Use your professor's proper title: Dr. or Prof., or if you are in doubt use Mr. or Ms.
- Use clear and concise language
- Remember that college level communication should use correct grammar, whether written or spoken. Avoid slang.
- Use correct spelling and avoid texting abbreviations
- Avoid using the caps lock feature as it can be interpreted as yelling online
- Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and, even when spoken, your message might be misunderstood
- Be cautious with personal information (both yours and others')

### **Online Student Participation and Conduct Guidelines**

The practices of courtesy and respect that apply in the on-campus classroom also apply online. Any discriminatory, derogatory, or inappropriate comments are unacceptable and subject to the same disciplinary action applied in courses offered on campus.

**When you send an email to your instructor, department chair, dean, or classmates, you should:**

- Use a subject line that describes what you are writing about
- Avoid attachments unless you are sure your recipients can open them
- Be clear, concise, and courteous
- Sign your message with your name
- Use your SPC email account to ensure delivery. Sometime emails from non-SPC accounts are stopped by the spam filter and the recipient may not receive it.

Your faculty member will include in the syllabus expectations for response times on email.

**Recordings in the classroom:**

Students may record lecturers in class for personal use (such as studying or documenting complaints to the institution) without explicit permission. However, students may not record non-lecture portions of class (such as skills labs, student group work, individual student instruction, Q/A sessions, recording studio critiques, group/individual production and computer lab time, practicums/internships, or clinical/simulation rotations) or other students without explicit permission, and may not disrupt class in making such recordings (such as trying to use a device with a calculator or calculator app in a class that does not allow calculators, or blocking the view or aisles for others in the class). Having an approved ADA accommodation is considered explicit permission to record from the college.

Students making such recordings may not share recordings without explicit permission and are personally liable for unauthorized dissemination. If in doubt, please discuss with your professor before class.

**When posting to a discussion board, you should:**

- Write posts that are on-topic and within the scope of the course material
- Take your posts seriously; review and edit your posts before sending
- Be as brief as possible while still making a thorough comment
- Always give proper credit when referencing or quoting another source
- Read all messages in a thread before replying
- Avoid repeating someone else's post without adding something of your own to it
- Avoid short, generic replies such as, "I agree." You should include why you agree or add to the previous point
- Always be respectful of others' opinions, even when they differ from your own
- Express any differing opinions in a respectful, non-critical way
- Not make personal or insulting remarks
- Be open-minded

The instructor has the **authority** to ask a disruptive student to leave a classroom or lab. The instructor may also delete posts or materials from an online or blended class and/or take disciplinary action if disruptive behavior continues. This ensures that all students in the class have an opportunity to learn.

### **Academic Honesty Policies - Honor Code**

We expect you to be **honest** in all of your academic work. By enrolling at the College, you agree to obey all of the standards of **academic honesty** and **integrity** and you should understand that failing to observe the rules may result in academic and disciplinary action, up to and including expulsion from the College. As members of the College community, you also have an ethical obligation to report violations of the SPC academic honesty policies you may witness. The academic honesty policy and procedures are available online:

- [Academic Honesty Policies, Honor Code](#)
- [Academic Integrity Policies and Procedures](#)

**These documents include details on what is meant by:**

- Cheating
- Bribery
- Misrepresentation
- Conspiracy
- Fabrication
- Collusion
- Duplicate submissions
- Academic misconduct
- Improper calculator, computer or online use

Some of your courses may include online material that is protected by copyright. This means that the work is available for you to use in your studies but you can't copy and share the materials ( [copyright.gov](http://copyright.gov)). Please see [SPC's copyright information](#). It's your responsibility to be academically honest in all of your work.

## **How to Be a Successful Student**

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Attending class is vital to your success, particularly the first few days of class as you are introduced to the requirements and topics you will be covering. Therefore the college limits when you can add classes. Please [check our registration page](#) regarding when classes can be added.

You may drop a course through the [Drop with Refund](#) date listed on your Fee Schedule and be eligible for a refund, although withdrawing may affect your financial aid. If you are thinking of withdrawing, please speak with your instructor, an [Academic Advisor](#) or a [financial aid counselor](#).

Showing up is the first step in ensuring your academic success. Active participation is the next step - whether you are in a classroom or taking classes online. Each of your faculty will give details in the syllabus about their attendance policies. If you are going to miss a session, or be offline for any reason, please let your instructor know in advance. If you

don't attend during the first two weeks of a term you will automatically be withdrawn from the class and this can cause serious problems if you receive financial aid. In fact, if you withdraw prior to completing 60% of a class and receive any form of federal financial aid (grants or loans) you will be required to repay a portion.

## **Policy: Attendance/Participation/Withdrawal**

Students classified as "No Show" for both of the first two weeks will be "administratively" withdrawn from any class which they are not attending. It is the student's responsibility to know the attendance policy of the class in which they are enrolled.

The student's financial aid will be adjusted based on their updated enrollment status.

- Depending on the modality of the course, attendance may be online, LIVE Online, blended, or on-campus.
- For LIVE Online classes, attendance will be taken online during the normal class meeting time/days.
- Students who are feeling ill for any reason should communicate with their instructor regarding attending online instead of on-campus, and/or the responsibility of excused absences. Students are also responsible to discuss completing any missed work with the instructor.
- Students who are not actively participating in class as defined in an instructor's syllabus will be reported to the Administration during the week following the last date to withdraw with a "W" (as posted in the academic calendar on the college's web site).
- Students will be able to withdraw themselves at any time during the term. However, requests submitted after the last date to withdraw with a "W" (see academic calendar) will result in a "WF". Students and instructors will automatically receive an email notification through their SPC email address whenever a withdrawal occurs. Withdrawing after the "Last Date to Withdraw with a Grade of "W" can have serious consequences. If the student withdraws from a class after the deadline posted in the academic calendar, the student will receive a final grade of "WF", which has the same impact on the student's GPA as a final grade of "F." A "WF" grade also could impact the student's financial aid, requiring repayment of financial

assistance. Students should consult with an academic advisor or financial assistance counselor prior to withdrawing from a class.

- Students who wish to withdraw completely from SPC are not able to totally withdraw from all classes through MySPC. A student must contact an Academic Advisor to totally withdraw.

## **Student Survey of Instruction**

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The Student Survey of Instruction is administered in courses each semester. It is designed to improve the quality of instruction at St. Petersburg College. All student responses are confidential and anonymous and will be used solely for the purpose of performance improvement.

## **Turnitin**

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The instructor of this course may require use of Turnitin.com as a tool to promote learning. The tool flags similarity and mechanical issues in written work that merit review. Use of the service enables students and faculty to identify areas that can be strengthened through improved paraphrasing, integration of sources, or proper citation. Submitted papers remain as source documents in the Turnitin database solely for the purpose of detecting originality. Students retain full copyright to their works. Review the [Turnitin Usage Agreement](#) for full details. Students who do not wish to submit work through Turnitin must notify their instructor via course email within the first seven days of the course. In lieu of Turnitin use, faculty may require a student to submit copies of sources, preliminary drafts, a research journal, or an annotated bibliography.

View the [Reviewing a Turnitin/Originality Report](#) tutorial.

## **Safety and Security**

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We want to make sure that you are comfortable on campus and feel secure in your learning environment. The SPC campuses are very safe but you should be aware of your surroundings, just as you are anytime you are in a public space. In each classroom there



is an Emergency Response Guide to help you during an emergency. It is also a good idea to be familiar with evacuation routes in buildings that you use frequently. **If you have an emergency, dial 911 immediately.** For information on campus safety and security policies, please call 727-791-2560. More information is also available on the [Campus Safety website](#).

The college website ([spcollege.edu](http://spcollege.edu)) is the best source of information in the event of an emergency. It's possible for something like a hurricane to disrupt classes on campus; if this happens there are plans on how to help you continue your education. You should be comfortable using MyCourses as the learning management system will be key in communicating with faculty about course materials and assignments. Make sure you complete the Introduction to MyCourses so that you are familiar with sending and receiving emails, participating in discussion posts, navigating through course materials, and submitting assignments. It is important to be able to use MyCourses for learning activities if your campus is closed.

Federal and state law requires a person designated as a "sexual predator or offender" to register with the Florida Department of Law Enforcement (FDLE). The FDLE is then required to notify the college if the person attends, or is employed, by a college or university. You can find out more information by calling the FDLE hotline (1-888-FL-PREDATOR) or by visiting [offender.fdle.state.fl.us/offender](http://offender.fdle.state.fl.us/offender). A list of sexual offenders or predators registered for classes at SPC is also available.

## **Titans Care (Student Assistance Program)**

As an SPC student it's vital that you know Titans Care. You can access resources through [SPC's Student Assistance Program \(SAP\)](#), a collaborative resource for students with mental health or general life issues. SAP provides help and education in suicide prevention, mental health, substance abuse awareness and more. It is SPC's belief that supporting mental wellness is everyone's charge and that one loss as a result of substance abuse, mental illness, or suicide is one too many. If you or a loved one are considering suicide, please call the National Suicide Prevention Lifeline at 1-800-273-8255.

## **Student Concerns**

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St. Petersburg College wants to make sure that you are able to receive prompt and fair resolutions to any concerns that you might have. If you feel that you have had a bad experience with a college employee, or you have a concern about college facilities, please bring it to our attention. Begin by speaking directly to the person responsible for the department; direct conflict resolution is an important skill to develop and usually brings about the best results. If you aren't satisfied with the outcome, or are not comfortable approaching the person directly, you may submit the information using an online form: [web.spcollege.edu/survey/13002](http://web.spcollege.edu/survey/13002)

If you're not able to submit the form online yourself, feel free to ask a college employee to submit the form on your behalf.

## **SPC Vaccination Policy**

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SPC is concerned about the health and well-being of all students. We encourage all students to remain current on vaccinations as suggested by appropriate health authorities. SPC does not require vaccinations for general admissions to our degree or certificate programs, with some exceptions for specific programs.

## **Instructional Continuity During Emergencies**

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The St. Petersburg College website at [www.spcollege.edu](http://www.spcollege.edu) is the official source of college information regarding the status of the institution. Other important information will be communicated via SPC Alert, local media outlets, and the college toll-free phone number 866-822-3978. All decisions concerning the discontinuation of college functions, cancellation of classes, or cessation of operations rest with the President or his/her designee. The College realizes that it is possible for a significant natural disaster to compromise SPC campus facilities sufficiently to disrupt the delivery of classes on campus/campuses for an extended period and is planning ways our operations can continue following such an emergency.

So, if a hurricane or other natural disaster causes significant damage to St. Petersburg College facilities, please visit the college website for an announcement of the College's plan to resume operations.

Further, in the event of such a disaster, the Instructor will continue using the Learning Management System (LMS) of MyCourses for continuation of all required learning and instructional activities in this course, including the issuing of graded online assignments and expectation of student completion of those graded assignments.

Therefore, to keep up with all activities in this course during and after a natural disaster, please plan to continue this course by maintaining online access to MyCourses (possibly through duration of the course's regularly scheduled end date). We will finish this course in MyCourses, as directed by your Instructor online, and your Instructor will use all graded assignments to assess and issue your final letter grade for this course, as normally planned, despite occurrence of the natural disaster.

For all current updates on pandemic conditions or other events, please visit SPC Updates at <https://www.spcollege.edu/spc-updates>