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**BIOLOGY OF HUMAN SEXUALITY**

**BSC 1026 – Fall 2023**

**CRN 17091**

**Instructor:**                     Stephen Cramer, MA, PMD

**Contact Information:**     AHS Building Room 231 [AHS Room 231]

                                      E-mail: through your Canvas account (Preferred)

 Administrative assistants:

 Gabriel Brown – 407 582 5156

 Jack Davies – 407 582 1164

 May use my Atlas message system if necessary

**Office Hours:** Students may make an appointment with the professor on an as needed basis.

Office hours will be just before or just after classes.

Virtual office hours will be posted weekly.

I do not give out my personal phone number as I have had very negative experiences with students at all hours of the day and night.

Office hours and/or Zoom sessions are for any issues the student may be having and for tutoring for those who need it.

**The student needs to ensure the computer being used is reliable. The students should have a backup plan in case of computer issues.**

**Class Meetings:**              CRN 17091 – T – 1000 to 1245

**Room:**                            TBD

**Statement of Agreement: This syllabus (and the schedule) is an agreement between the student and the instructor. By attending this course, the student agrees to the terms and conditions of this agreement/contract (syllabus and schedule).**

**It is the responsibility of the student to carefully read this agreement/contract (syllabus and schedule) and to adhere to all policies and procedures within.**

**Course Description:**        This is a ***three (3) credit***, non-laboratory course designed to introduce students to various biological aspects of human sexuality, including sexual genetics and sex determination, sexual anatomy, physiology and development, processes of fertilization, pregnancy, birth control, sexually transmitted diseases, menstruation, menopause, and aging. Other appropriate areas may be discussed when time permits. Students should be prepared to complete college level reading, writing, and mathematics assignments as part of this course. This course meets the General Education science requirement for graduation.

**Prerequisites:**                 None

**Text:**                              *Our Sexuality,* by Crooks, R., Baur, and L. Widman, K., Cengage Learning, Inc., 14th Edition.

 Contact the bookstore online or by phone to get the textbook for the course. Students have the option of purchasing a hard copy or an online copy.

For each topic, the textbook should be read to enhance the understanding of the material. The power point presentations/outlines are thorough and there is more information in the power points/outlines than in the book.

**VCC Competencies:**       *“The faculty of Valencia College has identified four core competencies that define the learning outcomes for a successful Valencia graduate. These competencies are at the heart of the Valencia experience and provide the context for learning and assessment at Valencia College. You will be given opportunities to develop and practice these competencies in this class. The four competencies are:*

**Think** critically and make choices by acquiring, analyzing and evaluating knowledge acquired during the course.

***Think****- think clearly, and creatively, analyze, synthesize, integrate and evaluate in the many domains of human inquiry*

**Act** by demonstrating good citizenship using your skills and acquired knowledge during the semester.

 ***Act****- act purposefully, effectively and responsibly.*

                                      **Communicate** your thoughts and ideas effectively and correctly in speech and written response during discussions in class and in your paper.

 ***Communicate****- communicate with different audiences using varied means*

                                      **Value** and evaluate the opinion and views of others especially when they are different from your own as expressed by the instructor and the students in the class.

 ***Value****- make reasoned judgments and responsible commitments*

**Students with Disabilities:**  Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities and discuss specific needs with the professor **within the first two (2) weeks of class**.

The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities.

                                      Their office is located on the West Campus SSB 102 and can be contacted at phone number 407 582 1523, FAX 407 582 1326

*"Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class; accommodations will not be applied retroactively. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities."*

**Teaching Style:** Primarily lecture with some discussions and question and answer sessions. Use of power points; making available notes to the lectures. Exams being online. Worksheets will also be provided for each topic. The topic surveys are a sample of the questions in the test bank.

**Faculty/Student Communication:** *“Valencia College is committed to providing each student a quality educational experience. Faculty members have set high standards of instruction for themselves and for you. If you have a problem in a class, your first step is to talk to your instructor. If you are still dissatisfied, you may talk with the academic dean of the division for your class. We will work together to resolve any issues that arise.”*

**On-line Component:**       The on-line component of the course consists of the

following in Canvas:

                                      ***Announcements*** – This is the area where the instructor will inform the whole class of the important things that may be happening in the class during the semester.

                                      The student should check this area frequently – at least 4 to 5 times a week.

 The system is set up so that the six (6) most recent announcements are displayed on the Home page for the course.

                                      ***Calendar*** – Important happenings in the class may be placed in the calendar.

                                      ***Messages******-* *E-mail*** – If the instructor has to contact students individually or as a whole he will **only** use the Canvas message system to do it.

 The Canvas Message system may be used by students to contact the instructor.

The school recommends that the students’ E-mail account – Atlas account - not be forwarded to another account.

                                      ***Power Point Presentations*** – The power point presentations used in class will be in Canvas.

                                      ***Outlines*** – The power point presentation outlines will be in Canvas.

                                      It is recommended that the student print these out so that they may follow the lecture and listen in class and take extra notes as needed.

                                      This is not required but the students are encouraged to print them out and bring them to class.

                                      ***Grades*** – Students’ grades will be placed in Canvas.

                                      This allows the students to keep track of their progress in the course during the semester.

                                      You should know where you stand on a continuous basis.

 On a weekly basis the total number of points that could be earned in the course to that point will be given in an announcement. Also, the 70% points will be given so the student can see if they are passing with a C or better.

                                      ***Exams***– The exams throughout the course will be placed in Canvas as the material is finished being covered in **all** classes.

                                      They will be available for 88 hours or three (3) days.

They will be timed for two (2) minutes a question.

Each exam for each chapter will be a different length.

All questions will be delivered at once.

                                      The exams are timed so that the students cannot look up every question on the exams.

                                      The students need to read the chapter(s) in the text and read the notes for the topic.

                                      When taking the exams the student should answer the questions he/she can answer and then with the time left look up the answers to the questions they do not know.

                                      **Do not attempt to look up every answer on the topic exams or final exam as you will not have the time.**

***The student will be able to get into the exam ONLY once – this includes all topic exams and the final exam****.*

**Do not follow the instructions at the beginning of the exams.**

**The exams are set up differently than what is described in the instructions.**

The exams will be automatically submitted when the time runs out or the exam becomes unavailable.

If you exit the exam the time clock will continue to run.

Once the exam is submitted the grade will be given to the student and registered in the grade book in Canvas.

                                      Each student will have a different set of questions randomly selected by the computer from the topic’s test bank.

                                      Some questions may be developed from the course outlines as all the material covered may not be in the text.

                                      If there are technical problems you need to contact the appropriate individuals – help desk or resource center personnel as discussed in the ***Computer Guidelines*.**

                                      Exams will be posted as the topics are finished being covered in **all** classes.

                                      Students may be given three (3) days’ notice in the **Announcements** that the exams will be available.

                                      If any exam is reposted for any reason other than a technical problem, 20% of the total exam points may be subtracted from the final exam grade for the exam. (See the exam reposting guidelines in the Worksheet & Examination Guidelines.)

                                      The final exam will also be online.

                                      It will consist of 100 questions for 200 points.

                                      It will be available for 24 hours **only** and you will have 200 minutes to complete it.

                                      It is a comprehensive exam – covering all the information/topics covered in class.

                                      **Guidelines for reposting exams:**

                                      The student **needs** to read these guidelines in the **Worksheet/Examination Guidelines** under Getting Started – Course Information.

**Grading Policy:**               The final grade shall be based on a point system as follows:

                                                A = 900 to 1000

                                                B = 800 to 899

                                                C = 700 to 799

                                                D = 600 to 699

                                                F = 0 to 599

                                      Points are earned by turning in all assignments by the deadline date and taking exams during the time given for the exams.

 Points are subtracted for nonparticipation per the guidelines under participation below.

                                      1.  **All assignments given in class shall be completed by the assigned/deadline date and turned in by the end of class.**

                                      This is the last day an assignment may be given to the instructor.

                                      **The assignments given in class can be turned into the instructor any time during the semester up to the deadline date.**

                                      The student can also turn the assignment into the science office in the AHS building in Room 231 on days class does not meet (this is discouraged).

**Deadline** - the latest time or date by which something should be completed

A line or limit that must not be passed

**Due date** - the date on which something falls due

The date on which something is planned or expected to happen

                                      Assignments are not accepted by E-mail – this is due to differences in the programs on the students’ and instructor’s computers.

                                      **NO** **ASSIGNMENTS SHALL BE ACCEPTED LATE FOR ANY REASON.**

**IT IS HIGHLY RECOMMENDED TO ATTEMPT TO TURN ALL ASSIGNMENTS INTO THE INSTRUCTOR PRIOR TO THE DEADLINE DATE.**

**Assignment** - a task or piece of work assigned to someone as part of a course of study

* + A specified task or amount of work assigned or undertaken

**Examination** - a test to show a person's progress, knowledge, or ability

* + A set of questions or exercises testing knowledge or skill

                                      2.  All exams given will be taken in Canvas.

                                      You will have three (3) full working days or 84 hours to take the exams.

                                      **If an exam is missed and the instructor is contacted the exam may be reposted following the guidelines in the Worksheet/Examination Guidelines.**

                                      The final exam shall be posted for 24 hours **only**.

                                      If the exam is missed and there is time before the grades need to be posted the final exam can be reposted per the reposting guidelines above.

                                      If the reason is a technical problem follow the guidelines in the **Computer Guidelines**.

                                      Problems taking any exam during the semester will be addressed on an individual basis.

                                      It is **highly** recommended for the student to make an appointment with the instructor to review the exams if the student is having problems.

 The answers to the topic exam questions are made available to the students for 24 hours after the exam is submitted

3.   Any take home exam shall be considered an assignment and shall **NOT** be accepted past the deadline date.

These assignments shall be turned in by the end of class.

The midterm assignment will be posted in Canvas and will **not** be reposted for any reason when it becomes unavailable since the students will have about eight (8) weeks to complete it.

                                      4.  If a student misses the final exam and the instructor is **not** contacted, she/he shall be assigned the grade earned for the course including the final exam that was not taken – final exam with a grade of “0”.

                                      5.  All information from the textbook, assignments, handouts, class discussions, and media used during class may appear on the exams.

                                      The student is responsible for all material covered in class whether she/he attended or not.

                                      6.  The **student** is responsible for knowing all the important dates related to exams and assignments in the class.

 **Buy or use an acquired calendar and place all dates related to the class on this calendar.**

 **These dates may also be placed in your smart phone and reviewed frequently**

                                      7.  Talking during a class exam – if given in class - shall be considered cheating and will result in a grade of “0”.

                                      8.  Bonus quizzes or questions may be given during the semester.

                                      They may be given at any time during the class – beginning, middle or end.

                                      There are **NO** make-ups for these quizzes.

                                      9.  If a student has a vested interest in the course – graduating at the end of the semester, scholarship, grants, loans, GI bill, school permit to remain in the country, dual enrollment – it is highly recommended for her/him to keep up with the work and get it completed by the deadline date.

Students on financial aid should consult an advisor or counselor before withdrawing from a course; there may be financial implications to the student which he or she must know about to make an informed decision before withdrawing from a course.  Students with some scholarships who withdraw or are withdrawn from a class must pay the college for the cost of the class.  Other scholarship sponsors may also require repayment.

In order to academically maintain financial aid, students must meet all of the following requirements:

⦁     Complete 67% of all classes attempted, and

⦁     Maintain a Valencia GPA of 2.0 or higher, and

⦁     Maintain an overall GPA of 2.0 or higher, and

⦁     Complete degree within the 150% timeframe

Detailed information about maintaining satisfactory academic progress (SAP) can be found at:

[http://valenciacollege.edu/finaid/satisfactory\_progress.cfm](https://ex2013-cas1.valenciacollege.edu/OWA/redir.aspx?SURL=c2j0BOwbUQYr8Gc0j75lXEUHJyZv0Gjxy7n1GdozHF3aILE8eabSCGgAdAB0AHAAOgAvAC8AdgBhAGwAZQBuAGMAaQBhAGMAbwBsAGwAZQBnAGUALgBlAGQAdQAvAGYAaQBuAGEAaQBkAC8AcwBhAHQAaQBzAGYAYQBjAHQAbwByAHkAXwBwAHIAbwBnAHIAZQBzAHMALgBjAGYAbQA.&URL=http%3a%2f%2fvalenciacollege.edu%2ffinaid%2fsatisfactory_progress.cfm)

                                      10.   Assignments shall **NOT** be corrected and assigned a grade for the following reasons:

                                      -Not filling out the paperwork appropriately

                                      -Not putting the class designation on the assignment

                                      -Not turning the assignment in by the deadline date

                                      11.   There shall be **NO** make-up work given in the class for any student not making the grade at any time in the semester.

                                      12.   The lowest grade is **NOT** dropped when the final grade is computed for each student.

**Exam Guidelines:**           1. It is highly recommended that the exams be taken as soon as they are posted – that is, in the first couple of days they are available.

                                      2.  Any problems with the exams will be addressed on an **individual** basis.

-The decisions for reposting will be based on what is indicated in the instructor’s Canvas account.

                                      3.  If the instructor’s site indicates **Not Taken** (no grade is given), then it will be assumed that the student did not take the exam.

It will be the student’s responsibility to prove that the exam was taken if there is a concern.

                                      4.  If the instructor’s site reads **In Progress**, then the student should try to reenter the exam, finish it, and submit it as long as the exam is available and there is time left.

If the student is kicked out of the exam due to the system the student is using or a power failure, **the student may get back into the exam and finish it as long as the exam is still available and time has not run out.**

The Canvas system does not kick a student out of the computer unless maintenance is being done – this maintenance schedule is posted in the Canvas.

Be familiar with the browser you are using and never go into the Canvas system through Atlas.

Never have Atlas open and/or minimized when working in Canvas.

-Review the computer guidelines for more information.

                                      5.  If the instructor’s site reads **Needs Grading**, the instructor has to enter the exam site for the student and submit the grade in the system.

                                      This indicates that something unusual was done during the exam.

-The student should E-mail the instructor informing him of the status of the grade.

                                      6.  If the instructor’s site shows a **Grade** for the exam, there is no action to be taken.

                                      7.   It is **highly** encouraged for the students to make an appointment with the instructor to review their exams for each topic if he/she feels as though they are having problems taking them.

                                      A problem may be discovered and resolved to help the student.

**Attendance:**                   1.  Students are expected to attend all classes.

                                      2.  The student needs to decide whether they want to attend class.

 Not attending class for any reason, the student may lose participation points.

                                      3.  The student needs to check in with the instructor at the beginning of every class.

                                      If the student is late for class, she/he needs to check in with the instructor at the end of class.

 -If the student checks in with the instructor at the beginning of the class she/he will be marked on time

 -If the student checks in with the instructor at the end of class she/he will be marked late

                                      4.   According to the current withdrawal policy, the student must withdraw from a course by the withdrawal deadline – indicated in the schedule and the calendar for the course – to receive a “W” for the course.

The student cannot withdraw from a course after this date and shall receive the grade for the course as if the student attended to the last day of the program.

                                      Only under extreme situations will the instructor withdraw a student after the withdrawal date – this is based on the student’s attendance.

                                      This will require the student to contact the instructor informing him of the reasons the student is not able to attend class.

 This decision will be based on the individuals’ issues during the class.

 *“A student who withdraws from class before the* ***withdrawal deadline of October 27*** *will receive a grade of “W.”  A faculty member is permitted to withdraw a student from the faculty member's class up to the beginning of the final exam period, for violation of the faculty member's attendance policy, as published in the faculty member's syllabus. A student is not permitted to withdraw from this class after the withdrawal deadline; if you remain in the class after the withdrawal deadline, you can only receive a grade of A, B, C, D, F or I. An I grade will only be assigned under extraordinary circumstances that occur near the end of the semester.  If you receive an I, the work missed must be made up during the following semester, at which time you will get an A, B, C, D or F.  Failure to make up the work during the following semester will result in you getting a grade of F in the course.  Any student who withdraws from this class during a third or subsequent attempt in this course will be assigned a grade of “F.”*

**Participation:**                 1. Participation is dependent on the students’ attendance.

-If the student does not attend class they are unable to participate in any aspect of the program at any time.

-Since these are **not** attendance points it does not matter the reason for **not** attending class when taking points off.

                                      2.  One (1) point an hour shall be subtracted from the student’s total class points for each hour the student does not participate in and/or attend class (3 points).

                                      3.  One (1) point shall be subtracted from the student’s total class points for each hour the student is tardy or late for class.

-Being late for class shall be defined as entering the classroom after the instructor or guest lecturer starts talking or lecturing.

Tardiness is considered unacceptable behavior and is disruptive to learning.

-Disruptive behavior in the classroom is addressed in the **Student Handbook in the Code of Student Conduct [6Hx28:10-03])**

                                      4.  One (1) point shall be subtracted from the student’s total class points for each hour the student leaves class early.

                                      -Leaving class early shall be defined as leaving class before the instructor or guest lecturer dismisses the students for the day.

                                      5.  **It is the students’ responsibility to withdraw from the program if they are unable to attend class or are not making the grade.**

 *“The professor will not withdraw any student for any reason; it is the responsibility of the student to withdraw themselves before the withdrawal deadline and to be aware of the date of the withdrawal deadline.”*

                                      6.  If the student must miss class for any reason – including not attending class, getting to class late, or leaving class early – an E-mail should be sent to the instructor informing him why.

-The reasons will be addressed when considering withdrawing students – this will be done on an individual basis.

                                      7.  **NOTE:**  It is never acceptable to miss class, come to class late, or leave class early.

                                      -If you ask the instructor if you may do any of these actions, the answer is, “NO.”

                                      8.  When discussing attendance during the class, missing any part of an hour is considered when taking points off for participation.

                                      9.  Points shall be subtracted for participation using the following codes in the student attendance roster:

                                      [blank] – did not attend class - 3 points

                                      S – sleeping in class – 2 points

                                      H – attended class – 0 points

                                      L – late for class – depends on how late

                                      E – leaving early – depends on how early

                                      B – took a break during class – 1 point per incident

                                      D – disruption (homework, cell phone, etc.) – 1 point

                                                per incident

**Classroom Conduct:**       1.  Lecture and participation are an important part of the learning process and gives the student the opportunity to express their views.

                                      2.  During discussions in class, we need to listen to what is said and try to understand the individual’s side of the issues.

                                      -Each person has the right to express her/his opinion without challenge.

                                      3.  When giving examples in the classroom to explain a point, remember that confidentiality and the right to privacy should be respected at all times.

                                      4.  Students are not to talk or otherwise be distracting during the class.

-We need to respect the learning process for the other students in the class and the instructor in front of the class.

Any students’ behavior that disrupts the class will be told to leave the classroom. If the behavior occurs a second time the student will be referred to the Dean of Science.

You will find the Student Code of Conduct in the current Valencia Student Handbook:[**http://valenciacollege.edu/studentdev/CampusInformationServices**](https://ex2013-cas1.valenciacollege.edu/OWA/redir.aspx?SURL=Fg-GQRt3SQGh2z5LWQtf7aaJmcc_ykkAXeYCRgZkmzjaILE8eabSCGgAdAB0AHAAOgAvAC8AdgBhAGwAZQBuAGMAaQBhAGMAbwBsAGwAZQBnAGUALgBlAGQAdQAvAHMAdAB1AGQAZQBuAHQAZABlAHYALwBDAGEAbQBwAHUAcwBJAG4AZgBvAHIAbQBhAHQAaQBvAG4AUwBlAHIAdgBpAGMAZQBzAC8A&URL=http%3a%2f%2fvalenciacollege.edu%2fstudentdev%2fCampusInformationServices%2f)

Disciplinary action could include withdrawing a student from class or initiating a disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions.

Any student who engages in any prohibited or unlawful acts that result in the disruption of a class will be directed to leave the class.

Students that violate any classroom or Valencia rules may lead to disciplinary actions up to and including expulsion from Valencia.

5.  Doing homework for other classes or this class, playing games on the cell phone, answering E-mail, or other such activity is unacceptable behavior.

                                      6.  All cell phones and pagers must be turned off or placed on vibrate during the class.

                                      -Per school policy cell phones should be turned off during class.

                                      -Cell phones should not be visible to the instructor during the class.

                                      If the student places the cell phone on vibrate because it is felt he/she needs to be contacted and it goes off during class, the call should be answered after class – not during class.

                                      7.  Using laptop computers is **not** acceptable in class.

                                      Many students have a tendency to play games or do other activities; therefore, they will not be used in class.

8.  No food or drinks are allowed in the classroom – as long as no accidents happen, the student may drink a beverage but no food is allowed (absolutely no cafeteria food [hot or cold] or other hot food will be allowed in the classroom)

Soft food (not hot), candy, cookies, chips may be eaten as long as the student cleans up after themselves after class

                                      9.  ***Due to the nature of the course, the text and other course materials use adult content and adult language.***

***Nudity and street or vulgar language may be used.***

***This is not to be used out of context of the topic being covered or to excess.***

***Proper decorum in the classroom shall be followed at all times.***

**Baycare Behavioral Health’s Student Assistance Program:**

“*Valencia is committed to making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help that may assist them with psychological issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. Students have 24 hour unlimited access to the* ***Baycare Behavioral Health’s confidential student assistance program*** *phone counseling services by calling* ***(800) 878-5470****. Three free confidential face-to-face counseling sessions are also available to students.”*

Also students may need to contact the Victim Service Center’s Sexual Assault Hotline at 407-497-6701 or at<http://www.victimservicecenter.com/> .

**Security Statement:** *We want to reassure you that our security officers are here around the clock to ensure the safety and security of the campus community.  It’s important to remain alert and aware of your surroundings, especially during the early morning or evening hours. Remember that you can always call security for an escort if you feel uncomfortable walking alone on campus.  White security phones can also be found in many of our buildings; simply pick up the phone and security will answer.
Finally, report any suspicious persons to West Campus Security at 407-582-1000, 407-582-1030 (after-hours number) or by using the yellow emergency call boxes located on light poles in the parking lots and along walkways.*

**College Catalog/Student Handbook/Policy Manual:**

* A full description of all College policies can be found in the College Catalog at <http://valenciacollege.edu/catalog/>
* The Student Handbook can be found at: <http://valenciacollege.edu/studentdev/CampusInformationServices/>
* The Policy Manual can be found at <http://www.valenciacollege.edu/generalcounsel/>
* The college calendar can be found at <http://valenciacollege.edu/calendar/> for important dates.

**Weather Emergencies:** In the case of weather emergencies, you can find out about school closings by signing up to update your information for Valencia Alerts.

**Academic Honesty:**        Every student is expected to be in compliance with the college catalogue and student handbook.

                                      Any student who is caught cheating on an exam and/or plagiarizing shall be treated according to Valencia’s policy on academic honesty. This will result in a grade of “0” for the assignment and possible withdrawal from the program.

 *“Each student is required to follow Valencia policy regarding academic honesty.  All work submitted by students is expected to be the result of the student’s individual thoughts, research, and self-expression unless the assignment specifically states ‘group project.’”*

*With the first occurrence of academic dishonesty, in any form, a student will receive a failing grade for that single assignment/assessment. Proof of a subsequent event of academic dishonesty will result in a failing grade in the class along with a referral to the Dean of Science and the Dean of Students.*

**Disclaimer:**                     The syllabus and schedule may be changed with verbal and/or written notice of the instructor at any time during the semester.

*“The course outline and syllabus are subject to change as needed; changes will be announced in class (students will be contacted with this information, such as by using Canvas in a timely manner, when necessary. Your continued participation in this course after the drop/refund deadline period constitutes an agreement with and an acceptance of the conditions presented in this syllabus.”*