*SYLLABUS*

# INSTITUTION: Great Falls College Montana State University

COURSE TITLE:

# COURSE NUMBER:

# NUMBER OF CREDITS:

# SEMESTER/YEAR:

# INSTRUCTOR:

Phone:

Email:

Faculty Availability:

*Great Falls College Montana State University recognizes that there are myriad dimensions of diversity, including sex, race, age, national origin, ethnicity, tribal affiliation, gender identity and expression, intellectual and physical ability, sexual orientation, faith and non-faith perspectives, socioeconomic status, political ideology, education, primary language, family status, military experience, cognitive style, and communication style. The individual intersection of these experiences and characteristics is a resource, strength, and benefit to the Great Falls College Montana State University campus community*.

## COURSE DESCRIPTION:

## COURSE MATERIALS:

## COURSE OUTCOMES:

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| **Course Outcomes** Here’s what you should be able to do by the end of the course. | **Assessment Tools** Here’s how your learning will be measured. | **Program/Degree Outcomes** (ex: General Ed. Certificate, ASN, AAS in Welding, etc.)  Here’s how this course fits into your program of study at GFC MSU. | **College Learning Outcomes Alignment** (Critical Thinking, Communication, and/or Professionalism)  Here’s how this course fits into the big picture of your learning at GFC MSU. |
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*More information about assessment at GFC MSU can be found at* [*http://www.gfcmsu.edu/about/assessment/index.html*](http://www.gfcmsu.edu/about/assessment/index.html)

## COURSE OUTLINE:

*This section might include a list of major assignments (with or without deadlines), weekly overviews, or unit overviews*.

## COURSE GRADING:

*The GFC MSU grading policy can be found at* [*http://www.gfcmsu.edu/about/policies/PDF/300/308\_1.pdf*](http://www.gfcmsu.edu/about/policies/PDF/300/308_1.pdf)

## STUDENT RESPONSIBILITIES:

*This section might include policies specific to the division, the department, or faculty’s own policies, particularly regarding attendance, participation and conduct whether in person or online.*

*The GFC MSU Attendance & No Show policy 210.1 can be found at* [*http://www.gfcmsu.edu/about/policies/PDF/200/210\_1.pdf*](http://www.gfcmsu.edu/about/policies/PDF/200/210_1.pdf)

## ACCOMMODATIONS:

*The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. Instructors must receive an official letter from the Academic Success and Accessibility Office in order to provide accommodations. If you believe you have a disability requiring an accommodation, please contact the Director of Academic Success and Accessibility or call 406-771-4311 to schedule an appointment.* [*http://students.gfcmsu.edu/disabilityservices/index.html*](http://students.gfcmsu.edu/disabilityservices/index.html)

## PLAGIARISM AND ACADEMIC INTEGRITY:

*The GFC MSU academic misconduct policy, descriptions, sanctions (300.40), and procedures (300.50) can be found at* [*http://www.gfcmsu.edu/about/policies/PDF/300/300.pdf*](http://www.gfcmsu.edu/about/policies/PDF/300/300.pdf)

## ACADEMIC SUCCESS CENTER:

*The Academic Success Center helps students successfully complete their courses by providing free tutoring to GFC MSU students in a variety of areas, including writing, math, science, anatomy and physiology, chemistry, accounting, computers, and more. The Academic Success Center also helps students improve their study skills and holds academic events intended to help student performance and increase student success. No appointment is necessary. Tutoring is available on campus in the Academic Success Center located in the Weaver Library and online. For more information, including a current tutoring schedule, go to* [*http://students.gfcmsu.edu/asc*](http://students.gfcmsu.edu/asc)*, email us at* [*academicsuccess@gfcmsu.edu*](mailto:academicsuccess@gfcmsu.edu?subject=Feedback)*, or call 406-771-5121.*

## ADDITIONAL STUDENT RESOURCES:

*Examples of resources include Campus Food Pantry, Military Family Center, Native American Enrichment Center, Office of Student Engagement, and Associated Student Government.  For more information on these services and others, go to* [*http://students.gfcmsu.edu/resources/index.html*](http://students.gfcmsu.edu/resources/index.html)*.*

## NON-DISCRIMINATION INFORMATION:

*EEO*

*Great Falls College MSU is committed to the provision of equal opportunity for education, employment, and participation in all College programs and activities without regard to race, color, religion, national origin, creed, service in the uniformed services (as defined in state and federal law), veteran status, gender, age, political ideas, marital or family status, physical or mental disability, genetic information, gender identity, gender expression, or sexual orientation. The College’s Equal Opportunity Officer is the Director of Human Resources, 2100 16th Avenue South, Great Falls, MT 59405. Telephone: 406-771-4300*

*Discrimination, Harassment, and Retaliation (Title IX)*

*Montana State University campuses commit to a learning and working environment that emphasizes the dignity and worth of every member of its community that is free from discrimination, harassment, and retaliation based upon race, color, religion, national origin, creed, service in the uniformed services (as defined in state and federal law), veteran status, sex, gender, age, political ideas, marital or family status, pregnancy, physical or mental disability, genetic information, gender identity, gender expression, or sexual orientation (taken together, generally, “protected‐ class harm”). An inclusive environment is necessary to a healthy and productive college community. The college will take appropriate action to prevent, resolve, and remediate protected‐class harm. Great Falls College MSU’s Title IX Coordinator is the Executive Director of Student Services, 2100 16th Ave South, Great Falls, MT 59405 Telephone: 406-771-4300*