

**[[Course Number and Name]]
[Year & Semester]
Course Syllabus**

COURSE INFORMATION

COURSE CREDIT HOURS: Choose an item.

TIME COURSE MEETS & ROOM NUMBER: Click or tap here to enter text.

PREREQUISITE: Click or tap here to enter text.

INSTRUCTOR: Click or tap here to enter text.

INSTRUCTOR PHONE: Click or tap here to enter text.

INSTRUCTOR EMAIL: Click or tap here to enter text.

INSTRUCTOR OFFICE & HOURS: Click or tap here to enter text.

COURSE CATALOG DESCRIPTION

[[Add the course description]]

RATIONALE AND STATEMENT OF CULTURAL CONTENT

[[Description of the purpose of the course and cultural connections to and within the material]]

LEARNING OUTCOMES,

By participating in this course, students will:

1. [[List course outcomes]]

MATERIALS AND REQUIRED TEXTS

[[Name of required text(s) in APA format]]

RECOMMENDED RESOURCES

[[Name of required text(s) in APA format]]

METHOD OF INSTRUCTION

[[Customize the following list of instructional elements as needed]]

DELIVERY METHOD OF INSTRUCTION: Click or tap here to enter text.

	Traditional Classroom: Face-to-face instruction in a physical classroom setting.
	Online Learning: Conducted entirely over the internet, often through platforms or learning management systems.
	Hybrid Learning: Combining traditional classroom and online elements.
	Synchronous Learning: Real-time interaction where instructors and students are engaged simultaneously.

Asynchronous Learning: Self-paced, not bound by real-time interaction, allowing students to access materials at their convenience.
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CLASS PROCEDURES

[[Describe the way the course will run in general.]]

ATTENDANCE & PARTICIPATION: [what do you require for attendance and participation) [Click or tap here to enter text.](#)

TMC Policy States:

“Students are responsible for understanding and following the specific course attendance requirements of their instructors as outlined in the course syllabus. If at all possible, the student should contact the respective instructor prior to any absence. Only class instructors can excuse students from class for reasons other than participation in college approved functions. No absences are “excused” in the sense of relieving the student from the responsibility of making up missed work. Students are responsible for mastery of material and completion of assignments missed. Failure to do so may affect grades regardless of the reason for the absence. TMC recognizes the value of participation in extracurricular activities. Thus, a student can be excused from class in the case of college approved functions. In such instances, the student is responsible for notifying the instructor of the absence prior to the class.”

GRADING SCALE:

- A = 100-90
- B = 89.99-80
- C = 79.99-70
- D = 69.99-60
- F = 59.99 and below

LATE WORK POLICY:

ASSESSMENT: [[List all major assessments/assessment types for the course, such as quizzes, discussions, online meetings, projects, group work, etc.]]

[[Assessment Name (# if more than 1, # points)]]

[[Assessment description and instructions]]

Summary of Assignments	Points
[[Assessment Name]]	[[#]]
Course Total Points	

ACADEMIC HONESTY:

Students are expected to maintain scholastic honesty. Scholastic dishonesty includes but is not limited to cheating on a test, plagiarism, and collusion. When an infraction occurs, instructors have the authority to act personally. Instructors will report action to the VP of Academic Affairs. The student has the right to appeal the instructors' action in accordance with the student appeal policy.

AI Policy and Academic Honesty:

For instructors who are open to integrating Artificial Intelligence (AI) into their teaching:

When considering the incorporation of ChatGPT or similar AI language models into assignments, it is essential to ensure proper citation is provided. AI language models, like ChatGPT, can be utilized in various assignments, provided that appropriate credit is given. Guidance on citing AI language models can be requested from Laisee Allery, TMC Library Director. Additionally, it is crucial to verify the accuracy of statements generated by AI language models.

For instructors who prefer to limit the use of Artificial Intelligence (AI):

When incorporating AI language models such as ChatGPT into assignments, it is permissible for [assignment types A, B, and C] with proper acknowledgment, but not for [types D, E, and F]. If there are uncertainties about the appropriate use of AI language models in this course, I encourage discussing the matter with me during office hours. When considering the incorporation of ChatGPT or similar AI language models into assignments, it is essential to ensure proper citation is provided. Examples of proper citation for AI language models can be requested from Laisee Allery, TMC Library Director. Remember, it remains your responsibility to fact-check any content produced by AI language models.

For instructors who opt to prohibit the use of Artificial Intelligence (AI):

As per the TMC Student Conduct Code: Academic Misconduct TMC students are expected to behave in a manner consistent with the Anishinaabe Seven teachings. TMC students are expected to be honest in their endeavor to attain a college education. Academic misconduct will not be tolerated and includes but is not limited to:

- knowingly using, buying, selling, transporting, or soliciting the contents of an un-administered test;
- copying from another student's test;
- possessing unauthorized test material during a test; and getting help from another student during a test without permission;
- plagiarism when a student uses the ideas or writings of another as one's own;
- unauthorized alteration or use of any college documents is prohibited;
- Obtain explicit permission from instructors before using generative AI tools for course assignments, ensuring compliance with academic guidelines and ethical standards.

TMC ABILITY and NON-DISCRIMINATION STATEMENT

LAWS IMPACTING POST-SECONDARY EDUCATION

- Section 504 of the Rehabilitation Act of 1973
- Americans with Disabilities Act (ADA) of 1990

The College is an Equal Opportunity Employer, which abides by the policy of providing equal employment opportunities without discrimination to all applicants and employees regardless of race, religion, color, national origin, age, gender, disabilities, sexual orientation, marital status, or any other protected class recognized by law, except as allowed by the Indian Preference Provision of the Indian Civil Rights Act of 1964, as amended. In adhering to this policy, the College abides by the Title IX requirements.

The mission of Turtle Mountain College (TMC) Disability Coordinator (DS) is to meet the federally mandated responsibility to provide equal access and opportunity to programs for students with disabilities enrolled at TMC.

In order to access services, the individual must do the following:

- Self-disclose their disability to the DS Coordinator's office.
- Complete a Disabilities Services Application and Release of Information form.
- Provide appropriate documentation regarding their disability.
- Provided current documentation (within the past 3 years) from a credentialed professional;

The DS office works collaboratively with TMC faculty, and with other academic and support services on campus, to devise appropriate and reasonable accommodations to eligible student with disabilities

Please see for Joseph LaFountain for applications in room A103 – outside left around the auditorium

Title IX

As part of its commitment to providing an educational environment free from discrimination, TMC complies with Title IX of the Education Amendments, which prohibits discrimination and harassment based upon sex in an institution's education programs and activities. Title IX prohibits sexual harassment, including sexual violence, of students at TMC's-sponsored activities and programs whether occurring on-campus or off-campus. TMC will take prompt action to investigate and resolve reports of sexual harassment or sexual violence in accordance with Title IX. It is important for students to understand that faculty are required by federal law to report to the Title IX Coordinator any incidents of sexual violence they become aware of, even if those incidents occurred in the past or are disclosed as part of a class assignment. TMC's Title IX coordinator is Corey Poitra, TMC Security & Compliance Officer/Title IX Coordinator, room 122. Phone number is 701-477-1225.



***This syllabus is subject to change at the discretion of the instructor with adequate notification to all students.**

MAJOR UNITS (Requirements): Click or tap here to enter text. (DELETE OR ADD UNITS AS NEEDED)

Date/Week	Topic	Reading/ preparation	What's due/when

