



**Course requirements.**

See grade worksheet.

The grading scale is approximately 93%-100% A, 90%-92.9% A-, 88%-89.9% B+, etc. This scale may change subject to class performance.

**Workload expectations.** Workload expectations can seem nebulous, and sometimes burdensome, in a research methods class. For this class, I assign little reading, because there is no substitute for TIME spent in the community. This is a four-credit course, and my expectation is that you spend approximately eight hours working on this class per week (two outside hours for each credit hour). Two hours (minimum) will be spent at a volunteer site, and at least three hours should be spent researching. Some weeks will require no reading, while others may require three to four hours of reading. If your workload exceeds eight hours per week, I am open to negotiation. Please monitor time spent on this class, and that may help you manage the workload with my expectations in mind.

**Policy on exceptions** I rarely grant extensions for essay deadlines, nor do I arrange alternate exam times. I do not make exceptions based on workload in other courses, stress, travel plans or busy-ness. I cannot change the final exam period, in harmony with school policy (see Bethel catalog). Exception: if you have three final exams scheduled in a day, one exam must be changed to accommodate your schedule. Please review the course schedule now, and make plans accordingly.

**Extra credit**

You may do extra credit to raise your grade by one-half (from A- to A, from C+ to B-, etc.). Extra credit projects must be completed by the final exam period.

**Academic honesty policy** Refer to the Bethel College Handbook for Bethel's official academic honesty policy. Violation of honesty standards can result in denial of credit for a course as well as dismissal from the college. In my class, academic dishonesty will result in failure of an assignment at the very least, and at most, dismissal from the course and referral to the dean. Sometimes you may not be sure whether your work has crossed the line of plagiarism or inappropriate collaboration. Please ask me, refer to the catalog, or talk to a professor at the Academic Enrichment and Support Center.

**Accessibility:** Please contact the instructor as soon as possible if disability-related accommodations are needed. Accommodations are set up through the office of Disability Services. (Contact Kathy McGillivray, Director of Disability Services) A letter from the Disability Services office is needed to obtain accommodations.

**Appeals Procedure:** Any concerns that you have either about the course, your grades, or the instructor should be handled in the following manner. (1) Communicate your concern clearly to the instructor as a first step. (2) If you are not satisfied with the instructor's resolution of your concern, talk to the department chairperson. (3) If you are still not satisfied, then you should make an appointment to communicate your concerns to the Office of Academic Affairs. If this procedure is not followed, the rights and freedom of both the instructor and student are potentially violated.

**Computer and Network Ethics at Bethel** (Computing Acceptable Use Policy): With the freedom of access provided by our computing network comes the responsibility of good citizenship. As with any community, the electronic community of which you are now a member cannot function without some sense of order. In general Bethel's lifestyle expectations apply to network citizenship. However, additional specificity for appropriate behavior is necessary. Please read the official guidelines for network usage discussed below. Your use of our network obligates you to know and adhere to these regulations. Ignorance of the policy is not an acceptable defense.

**SCS350**  
**Grade worksheet**

Name: \_\_\_\_\_

\_\_\_\_\_ (10%) Project proposal

\_\_\_\_\_ (5%) IRB forms

\_\_\_\_\_ (5%) Omohundro exercise 12

\_\_\_\_\_ (5%) Omohundro exercise 2, 8, or 14

\_\_\_\_\_ (5%) Omohundro exercise 15

\_\_\_\_\_ (5%) resume and expanded resume

\_\_\_\_\_ (5%) draft of title, abstract, intro

\_\_\_\_\_ (5%) draft of methodology, site description

\_\_\_\_\_ (5%) draft of analysis, identity statement

\_\_\_\_\_ (5%) draft of reflection, conclusion, works cited

\_\_\_\_\_ (20%) research paper

\_\_\_\_\_ (10%) presentation

\_\_\_\_\_ (15%) reading guides (may skip 1 reading guide)