

<p style="text-align: center;">Introductory Psychology (PSY-101) Section: 01 (Online) Winter 2025</p>
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INSTRUCTOR INFORMATION

Professor: Courtney Kowalczyk, PhD

Preferred Name: Dr./Professor Kowalczyk or Dr./Professor K (pronouns: she/her/hers)

Phone: 616-331-3729

Email: kowalcou@gvsu.edu (expect a response within 24 hrs. on weekdays, 24-36 hrs. on weekends)

Office: 2142 Au Sable Hall

Student Hours/Appointments: Student hours will be held Tuesdays and Thursdays from 2:30pm - 3:30pm EST in my office or via Zoom. I will have Zoom open on my computer during student hours, but if you have been waiting for a few minutes in the waiting room on Zoom, please send me a quick email to let me know you are ready in case I am working with another student. Additional meeting/appointment times will be available on Fridays for Zoom sessions. Please email me to set-up a time if you would like to meet on a Friday. If you cannot meet during any of these times, please contact me to discuss other possibilities. I'm always happy to find a time that works for both of us!

Ask Me About: Anything related to our class, real world applications of psychology, majoring or minoring in psychology, getting involved in psychology research, graduate school and psychology based careers, working in the field as a psychologist, working with children and adolescent clients, horses, scuba diving, cooking for individuals with food allergies, and many other topics.

COURSE BASICS

This syllabus is subject to change and students are responsible for any changes announced in class or on our course Blackboard site.

Meeting Time and Place:

PSY 101 - 01 is an ONLINE ASYNCHRONOUS course. All course materials and assignments will be posted on Monday of each week. You may choose when you would like to work on your coursework, but students must adhere to the due dates listed in the course schedule below. As a rule of thumb, assignments for this course will be due on Fridays and Sundays, so please plan your approach to the material each week accordingly.

Textbook: Our course will be using *Psychology 2e* by Spielman, Jenkins, and Lovett (made available by OpenStax). This textbook is REQUIRED and is available to you FREE OF CHARGE via Blackboard and the following link: <https://openstax.org/details/books/psychology-2e>. You will not need to purchase the physical copy of the textbook unless you would prefer to do so.

Course Overview: This course will introduce you to the theories, research methodologies, and applications of psychology – the study of human behavior – and help you appreciate the importance of psychological phenomenon in your own life. A wide range of topics will be covered; some students consider the course to be rigorous and difficult because of this. However, it is important to remember that all of these topics refer to our experiences as humans...and chances are, all of us have spent some

time contemplating the causes and consequences of our own and other's behavior. You are encouraged to apply your knowledge of the material to your own lives and the world around you.

Learning Objectives: Upon successful completion of this course students will be able to...

- Identify major psychological theories and concepts and use psychological terminology correctly
- Demonstrate an understanding of the scientific process in psychology
- Critically evaluate the findings of psychological research
- Recognize examples of how psychological concepts are applied to daily life

Technology Requirements: Since this course will be completed online, students will need to have a computer that is capable of the following: plays videos/sound appropriately, has a built in or external microphone, has a built in or external computer camera, is compatible with lockdown browser technology for exams, and has word processing capabilities. Reliable high speed internet will also be essential for this course. Connection with the Blackboard Learning Management System will be required to access course materials and submit assignments. If you do not have access to a computer or reliable internet, please talk with me and/or review the resources available to you on Blackboard (see "Student Resources"). These resources include information about on-campus computer labs, Special Circumstances and Financial Hardship funds, etc.

Class Format: The class sessions will utilize video lecture and discussion as well as additional methods to foster active participation. Class video sessions and the textbook supplement each other – both cover material that will not (and cannot) be covered in the other format. Because class video sessions highlight important concepts within the text, students are strongly encouraged to complete assigned readings PRIOR to viewing the corresponding lecture videos. Students should plan to review all video lecture material in its entirety.

Active Engagement with the Course Material: To understand the material covered in ANY course, active engagement is necessary. To help you be successful in this course, I have taken special care in designing it and am committed to facilitating your learning throughout the semester. My hope is that you are also intentional and effortful in your engagement with the course.

You can expect me to...

- 1) Present interesting information clearly and in an organized fashion.
- 2) Facilitate your efforts to learn the material. For example, Blackboard will contain in-depth assignment instructions and various supplemental resources. I will also be readily available via email and during student hours/appointments. Although I encourage students to take the initiative to approach me if they have questions, I will also reach out to students that are doing fabulous work or who appear to need assistance.
- 3) Be responsive to questions and concerns. This includes posting announcements regularly, responding to emails promptly (within 24 hours on weekdays), and providing feedback and prompt grading. Consistent communication is essential to a smooth semester!
- 4) Facilitate a safe, respectful, and curiosity-driven online learning environment. When basic needs – physical safety, psychological stability – are met, it is easier to focus attention on our self-improvement goals, like our academic studies. Please reach out if you need assistance.

I expect you to...

- Basic expectations:
- 1) Read the syllabus and consult it throughout the semester
 - 2) Read assigned readings completely and in a timely manner
 - 3) Complete all assignments/exams on time

- 4) Regularly review video lectures
- 5) Take notes during lecture and when reading/studying
- 6) Study regularly throughout the week
- 7) Communicate your questions and concerns
- 8) Be respectful and curious

Going a step further:

- 1) Complete readings before class
- 2) Meet with me to discuss your understanding of the material
- 3) Review concepts that you missed on assignments, exams, etc.
- 4) Answer questions on the study guide in depth
- 5) Engage in study strategies that test your amount and depth of knowledge on the material

A significant amount of educational research suggests that students should devote around 2-4 hours per credit hour they take. PSY 101 is a 3-credit course, so this equates to spending around 6-9 hours a week on this class, which includes time spent on video lectures. If you are taking a full course load (i.e., 15 credits), this equates to spending around 45 hours a week on your coursework, which is equivalent to a full-time job. Each week, you will have assigned reading (~2 hours), video lectures (~2 hours), and some brief assignments (~1-2 hours to complete, not including study time), so please consider how you are spending the remaining 1-3 hours on this course. I am happy to discuss study tips and strategies if you have any difficulties in this area.

GRADING POLICY

Course grades will be based on total points earned from the following sources:

COURSE ACTIVITY		POINT VALUE
Exam #1 & #2	2 exams x 40 pts each	80 pts
Final Exam		60 pts
Lecture Participation	15 activities x 2 pts each	30 pts
Homework Assignments	3 assignments x 15 pts each	45 pts
Learning Extension Activities	14 activities x 5 pts each	70 pts
Enrichment Activities	4 activities x 5 pts each	20 pts
Extra Credit		10 pts

Total of 305 points, not including extra credit

Exams: There will be two exams and a final exam in this course. Exams #1 and #2 are both worth 40 points each. The final exam is worth 60 points. All exams will include multiple-choice questions and are non-cumulative.

Late Exam/Make-up Policy: It is the student's responsibility to contact me within a week of the exam to plan/make arrangements for a make-up exam. Late exams will be penalized 20% each day late unless accommodations apply.

Lecture Participation: Students that regularly view lecture video sessions and who are "present" while watching the sessions – attentive, taking notes, thinking about the material – are much more likely to succeed. To encourage lecture video participation, students will submit some type of evidence (TBD each week) they participated in weekly class video lecture sessions. Submissions will be graded (worth 2 points each week).

Late Work/Make-up Policy: The deadline for lecture participation activities is 11:59pm EST on the due date. Late lecture participation activities will be docked 1 point each day late unless accommodations apply.

Homework Assignments: Students are required to complete 3 out of a possible 13 homework assignments (available on Blackboard). These assignments involve answering approximately 4 to 6 short-answer questions that correspond to the textbook chapter and other course materials. You can choose which three homework assignments you want to complete from the options provided. However, the first homework assignment is due prior to exam #1, the second assignment will be due prior to exam #2, and the third assignment will be due prior to the final exam. Please see the schedule below for the specific due dates.

Late Work/Make-up Policy: The deadline for homework assignments is by 11:59pm EST on the due date. Late assignments will be penalized 3 points for each day it is late unless accommodations apply.

Learning Extension Activities: To encourage active learning, peer to peer engagement, and application of the materials covered throughout the semester, students will complete learning extension activities (LEA's) each week. These activities will assess understanding of the content covered in class, and they provide students an opportunity to engage in scholarship with other peers on a weekly basis. We will use the discussion board forum in Blackboard for LEA's. Students will be graded based upon the thoroughness, thoughtfulness, and accuracy of their initial response to the LEA weekly topic. Students will also be graded based upon their 2 additional response posts to peers that will be required each week. A grading rubric can be found within each weekly LEA. Student responses to the weekly LEA are due by Friday at 11:59pm EST of each week, and 2 additional response posts to peers will be due by Sunday at 11:59pm EST of each week.

Late Work/Make-up Policy: The deadline for LEA's is 11:59pm EST on the due date. Late LEA's will be docked 1 point each day late unless accommodations apply.

Enrichment Activities: To acquaint students with the nature and variety of research topics and experimental methodologies in psychology, students will complete 4 credits of enrichment activities of their choosing, worth 5 points each. There are two types of enrichment activities:

Option #1: Participating in PSY research studies: This type of enrichment activity gives you an insider's perspective on how psychologists do research and an opportunity to contribute to the psychological literature you read about in your textbook!

Option #2: Participating in research technique activity sessions: This type of enrichment activity advances your understanding of specific methodological techniques used in PSY research.

Enrichment activities are described in more detail at the end of the syllabus (see Appendix 2 at the end of the syllabus). All PSY 101 students at GVSU are required to earn 4 enrichment activity credits. In our course, each credit will be worth 5 points, equaling 20 points total.

Late Work/Make-up Policy: The deadline listed in the schedule (see below) was established by the PSY Department and applies to all sections of PSY 101. Given enrichment activities can be completed throughout the semester, there are no make-up opportunities for this assignment and late assignments are not accepted.

Extra Credit Opportunity: Students will have an opportunity to earn extra credit by completing a 4th homework assignment over the course of the semester (worth 10 points). The extra credit assignment

will be due on the last day of the semester (please see the schedule below). There are no make-up opportunities for extra credit and late assignments are not accepted.

Final grades will be as follows:

Grade	% Earned	Grade	% Earned
A	94 and above	C	73 – 76.9
A-	90 – 93.9	C-	70 – 72.9
B+	87 – 89.9	D+	67 – 69.9
B	83 – 86.9	D	63 – 66.9
B-	80 – 82.9	F	62.9 and below
C+	77 – 79.9		

These are firm cut-offs. I only round up if a grade is $> .95\%$ (i.e., 82.96% will be rounded up to an 83%, but an 82.94% would not be rounded up). Yes, this means that it is possible that 1 or 2 more points would mean the difference between an A or an A-, or a D or an F. So don't let it come down to that! It is your responsibility to ensure your grade is where you want it to be at the end of the semester. This includes reaching out to me to discuss strategies for improving your mastery of the course material and ensuring your efforts translate into mastery.

COURSE POLICIES AND RESOURCES

This course is subject to the GVSU policies listed at <http://www.gvsu.edu/coursepolicies/>.

Withdrawing from a Course: The ultimate deadline for withdrawing from this course (or any course at GVSU) is Friday, March 21st at 5pm EST.

Accommodations for Late Work/Make-Ups: Participation and active engagement in class activities is important for your success in this course. I am required to monitor missed deadlines and determine standards and a process by which students can make-up missed work. Importantly, if a student misses the deadline for an assessment/assignment and they are seeking an accommodation (i.e., permission to turn it in late), they must **contact me via email within 48 hours of the deadline with an explanation**. From there, **I will grant accommodations based upon: 1) the cause for the missed deadline, and 2) the extent to which the student's ability to complete the assignment was impaired**.

Specifically, the reason for the missed deadline is key. The University makes a distinction between “excused” and “unexcused” absences, and this language is useful for characterizing the types of missed deadlines – we can miss deadlines for “excused” reasons (due to something unexpected or beyond our control, despite our best efforts) or “unexcused” reasons. Consistent with University policy, missed deadlines are excused and eligible for accommodations for the following reasons:

- 1) Active participation in an intercollegiate event
- 2) Observance of religious holidays
- 3) Military duty
- 4) Jury duty, or appearance in court or other government hearings
- 5) Student medical conditions that limit time or ability to engage with the course material
- 6) Birth or adoption of child
- 7) Attendance at an academic and/or professional conference
- 8) Medical or professional appointments (e.g., job interviews)
- 9) Medical conditions of a loved one if the student is serving as a caretaker

- 10) Funerals or memorial services
- 11) Previously scheduled family celebrations (e.g., weddings, etc.)

As you might guess, unexcused reasons are things like forgetting or mixing up deadlines, failure to properly upload the assignment on Blackboard, leaving town for the weekend, etc. Ideally, documentation should be provided and is easily available for most of the reasons listed above, but if documentation is not available, we can discuss that. In general, if you are unsure whether you are eligible for an accommodation or need to provide documentation, just ask! Academic life continues to be challenging and constantly changing. Please reach out if you are struggling.

Blackboard Access: The course Blackboard (BB) website is essential to your success. It is the student's responsibility to visit BB regularly and stay up to date with the material posted in this forum. BB will be used in the following ways:

- 1) Lecture Materials:** All video lecture and lecture participation materials will be posted on Blackboard each week.
- 2) Homework Assignments/LEA's:** Homework Assignments and LEA's will be posted in corresponding folders on BB. These folders will also have a place to upload completed assignments (as Word or PDF documents).
- 3) Exams:** Exams will be completed on Blackboard in an online proctored format. Students will have access to each exam over a 3 day period of time. Please review the dates that exams will be available below and plan accordingly to take them in a timely manner.
- 4) Grades:** All grades will be posted in the BB Gradebook in a timely manner. For security reasons, I only discuss grades over email if the student initiates that conversation and uses their GVSU email account.
- 5) Announcements:** All major announcements and reminders will be posted on BB. Announcements posted on BB are also sent to students via email.

Classroom Conduct: We are all capable of conducting ourselves in a civil and respectable manner. In the spirit of academic discourse, you are encouraged to comment, question, and critique ideas from your professor or classmates, but you should not attack an individual or otherwise express disrespect. Think about what you want to say, edit if necessary, then speak (or type). Let's maintain the social contract of mutual respect. Disrespectful or distracting students will be called out and warned; persistent issues can result in grade deductions.

Accommodations for Students with Disabilities: If you have special needs because of a learning, physical, or other disability, please contact me as well as Student Accessibility Resources (SAR) at (616) 331-2490 for assistance as soon as possible. Even if you have already documented your disability with SAR, please connect with me to discuss your specific needs. Furthermore, if you have a disability and think you will need assistance evacuating the classroom and/or building in an emergency during in-person meetings, please make sure I am aware so that we can develop a plan to assist you. You may also access resources at: <https://www.gvsu.edu/accessibility/>. The university is eager to work with you to meet your learning goals. All discussions related to disabilities will remain confidential.

Statement on Academic Dishonesty: The following is adapted from the Student Code, Sections 223.00 and 223.01: The principles of truth and honesty are recognized as fundamental to a community of teachers and scholars. This means that all academic work will be done by the student to whom it is assigned without unauthorized aid of any kind.

- a. No student shall knowingly procure, provide, or accept any materials which contain questions or answers to any examination or assignment.

- b. No student shall complete, in part or in total, any examination or assignment for another person.
- c. No student shall allow any examination or assignment to be completed, in part or in total, by another person.
- d. No student shall submit work that has been previously graded, or is being submitted concurrently to more than one course, without specific authorization from the instructor(s) of the class(es) to which the student wishes to submit it.
- e. No student shall knowingly plagiarize or copy the work of another person and submit it as his/her own. Offering the work of someone else as one's own is plagiarism. Any ideas or materials taken from another source for either written or oral presentation must be fully acknowledged. The language or ideas taken from another may range from isolated formulas, sentences, or paragraphs, to entire articles copied from the internet, books, periodicals, speeches, or from the writings of other students. The offering of materials assembled or collected by others in the form of projects or collections without acknowledgement also is considered plagiarism. In short, any student who fails to give credit in written or oral work for the ideas or materials that have been taken from another is guilty of plagiarism.

Students can (and are encouraged to) study together, but all academic work should be the sole work of the individual student, unless otherwise stated. Also, students should strive to avoid the *appearance* of dishonesty; these are behaviors associated with academic dishonesty (i.e., checking phone during an exam, completing individual assignments together, etc.) that raise concerns that you may be potentially dishonest in your work. Any violation of academic integrity, even on a small scale, can result in a failing grade in the course. The University is implementing a new oversight process for cases of academic dishonesty – this process requires all professors to report all cases to the Office of Student Conduct and Conflict Resolution, which then investigates each case and makes a determination. Doesn't this sound like an anxiety-provoking time suck? Just don't cheat.

Statement on AI: We treat AI-based assistance, such as ChatGPT and Copilot, the same way we treat collaboration with other people: you are welcome to talk about your ideas and work with other people, both inside and outside the class, as well as with AI-based assistants. However, all work you submit must be your own. You should never include in your assignment anything that was not written directly by you without proper citation (including quotation marks and in-line citation for direct quotes). Including anything you did not write in your assignment without proper citation will be treated as an academic misconduct case. If you are unsure where the line is between collaborating with AI and copying from AI, we recommend the following:

- Never hit "Copy" within your conversation with an AI assistant. You can copy your own work into your conversation, but do not copy anything from the conversation back into your assignment. Instead, use your interaction with the AI assistant as a learning experience, then let your assignment reflect your improved understanding.
- Do not have your assignment and the AI agent open at the same time. Similar to above, use your conversation with the AI as a learning experience, then close the interaction down, open your assignment, and let your assignment reflect your revised knowledge. This includes avoiding using AI directly in your composition environment: just as you should not let a classmate write content directly into your submission, so avoid using tools that directly add content to your submission.

Psych Friends Resource: If you feel you could use some extra help/guidance/support in any academic domain or for your well-being, please consider scheduling an appointment with a mentor through Psych Friends. Psych Friends mentors are upper-level undergraduate peer mentors who are trained to provide support in many areas including: effective study and time management techniques, exam preparation and reflection skills, psychology and behavioral neuroscience major requirements, tips for engaging in the field, strategies for education continuation, methods for maintaining physical and mental health. Schedule an appointment here: <https://www.gvsu.edu/navigate>. Questions? Email psychfriends@gvsu.edu.

APPENDIX #1: PSY 101 WINTER 2025 COURSE SCHEDULE

This schedule is subject to change and students are responsible for any changes announced in class or on our course Blackboard site.

<u>Class Meetings</u>	<u>Topic/Readings</u>	<u>Important Due Dates</u>
Week of January 6, 2025	Welcome & Introduction Chapter 1	Due 1/10: Intro LEA Main Post Due 1/12: Intro LEA Peer Responses (2) and Lecture Participation Activity
Week of January 13, 2025	Psychological Research Chapter 2	Due 1/17: Research LEA Main Post Due 1/19: Research LEA Peer Responses (2) and Lecture Participation Activity
Week of January 20, 2025	Biopsychology Chapter 3	Due 1/24: Biopsychology LEA Main Post Due 1/26: Biopsychology LEA Peer Responses (2) and Lecture Participation Activity
Week of January 27, 2025	States of Consciousness Chapter 4	Due 1/31: Consciousness LEA Main Post Due 2/2: Consciousness LEA Peer Responses (2) and Lecture Participation Activity
Week of February 3, 2025	Sensation and Perception Chapter 5	Due 2/7: Sen./Percept. LEA Main Post Due 2/9: Sen./Percep. LEA Peer Responses (2), Lecture Participation Activity, and Homework Assignment #1
Available Feb. 9 to Feb. 11	--	EXAM #1
Week of February 10, 2025	Learning Chapter 6	Due 2/14: Learning LEA Main Post Due 2/16: Learning LEA Peer Responses (2) and Lecture Participation Activity
Week of February 17, 2025	Thinking & Intelligence Chapter 7	Due 2/21: Think./Intell. LEA Main Post Due 2/23: Think./Intell. LEA Peer Responses (2) and Lecture Participation Activity
Week of February 24, 2025	Memory Chapter 8	Due 2/28: Memory LEA Main Post Due 3/2: Memory LEA Peer Responses (2) and Lecture Participation Activity
Week of March 3, 2025	--	Spring Break

Week of March 10, 2025	Lifespan Development Chapter 9	Due 3/14: Lifespan LEA Main Post Due 3/16: Lifespan LEA Peer Responses (2), Lecture Participation Activity, and Homework Assignment #2
Available Mar. 16 to Mar. 18	--	EXAM #2
Week of March 17, 2025	Stress, Lifestyle, & Health Chapter 14	Due 3/21: Stress LEA Main Post Due 3/23: Stress LEA Peer Responses (2) and Lecture Participation Activity
Week of March 24, 2025	Personality Chapter 11	Due 3/28: Personality LEA Main Post Due 3/30: Personality LEA Peer Responses (2) and Lecture Participation Activity
Week of March 31, 2025	Social & Industrial Organizational Psychology Chapters 12 and 13	Due 4/4: Social Psych. and Indust./Org. LEA Main Post Due 4/6: Social Psych. and Indust./Org. LEA Peer Responses (2) and Lecture Participation Activity
Week of April 7, 2025	Psychological Disorders Chapter 15	Due 4/11: Psych Dis. LEA Main Post Due 4/13: Psych. Dis. LEA Peer Responses (2), Lecture Participation Activity, and Homework Assignment #3
Week of April 14, 2025	Therapy and Treatment Chapter 16	Due 4/18: All Enrichment Activities Completed (by 5pm) and Therapy/Treatment LEA Main Post (by 11:59pm) Due 4/20: Therapy/Treatment LEA Peer Responses (2), Lecture Participation Activity, and Extra Credit Homework Assignment
<u>FINAL EXAM SCHEDULE:</u> PSY 101 Section 01 – Available Apr. 21 to Apr. 23		

APPENDIX #2:

Enrichment Activities: Learning about Psychological Research

In the Enrichment Activities (EA) portion of the course, students will be given the opportunity to experience psychological research first-hand. Two kinds of enrichment activities are available:

- *Option 1* involves being a participant in research studies conducted by Psychology Department faculty and students.
- *Option 2* involves completing activities that will introduce you to a variety of research techniques used in psychological research.

Students must earn **four** EA credits for this requirement. The credit you earn by completing each EA is a function of the amount of time it takes to complete it. For example, by participating in a brief online study (30 minutes or fewer) you would earn ½ of an EA credit whereas an EA that takes one hour to complete would earn 1 credit. Both types of Enrichment Activities will be available in face to face and online formats. You may complete the EA requirement using any combination of EA types.

Enrichment activities are scheduled and offered through the Sona Study Scheduling System. You will receive an email from Study Scheduling System at the beginning of the semester containing your User ID and an initial password, and a link to the Sona system website at <https://gvsu.sona-systems.com>. If you do not receive an email regarding your account by Tuesday January 14th, please check your spam folder. Should the email still not appear, please contact the Lab Supervisor, Hannah Todd, at psychlab@gvsu.edu.

SONA Systems maintains a strict policy protecting your privacy and confidentiality. This policy is available for review in the Psychology Office. Additional details regarding the enrichment activities and an FAQ are available online at <https://www.gvsu.edu/psychology/psy-101-participation-in-research-sona-435.htm>

Screening Instrument: Once you receive your User ID and password, you will be able to immediately earn .5 credits by completing an online prescreening questionnaire. This is a short questionnaire used by some researchers to determine your participation eligibility for studies carried out throughout the semester. You must be 18 or older to complete the prescreen survey. You are not required to complete it, but doing so increases the number of studies you will be able to choose from during the semester. You can complete the prescreen at any time from the My Profile tab on the blue bar at the top of the page, however, completing it early (within the first two weeks of class) ensures that you will have access to the widest variety of EA activities within the Sona System.

Enrichment Activity Deadline:

The last day to complete your EA requirement is **Friday, April 18th @ 5:00pm EST.**

If you have questions regarding any aspect of the Enrichment Activities, please contact the Lab Supervisor Hannah Todd, who can be reached in the Psychology Department Office (2224 Au Sable Hall, 616-331-2427) or by sending an email to psychlab@gvsu.edu.