

CONVERSATIONAL SPANISH 1, SPA 1001

SYLLABUS

CONTACT INFORMATION

Instructor: Meredith Hibit, Department Chair

Office: 1660

Office Hours: Varies by semester, by appointment

Phone: 303-914-6557

Email: meredith.hibit@rrcc.edu

Response time: The instructor will respond to emails and voicemails within 48 hours Monday through Friday. The instructor will evaluate projects within two weeks.

COURSE MATERIALS

- All materials are provided through the course website and are free.

COURSE DESCRIPTION

Offers beginning students the skills necessary to understand and speak Spanish. The material includes basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

Credit hours: 3

COURSE PREREQUISITE/CO-REQUISITES

None

COURSE LEARNING OUTCOMES

COLORADO STATE OUTCOMES

1. Comprehensibly reproduce the pronunciation and intonation of the foreign language.
2. Understand basic oral statements, instructions, and questions.
3. Accurately apply vocabulary and learned phrases in simple oral expressions.
4. Demonstrate knowledge of vocabulary and grammar in elementary interchanges.
5. Employ comprehensible grammar in writing simple statements.
6. Read and comprehend basic information.
7. Consider cultural differences.

RRCC-SPECIFIC OUTCOMES

8. Use a dual-language dictionary to reference words.
9. Type in Spanish including all symbols.
10. Develop basic study skills and language learning techniques.

COURSE EXPECTATIONS

YOU HAVE ACCESS TO AND CAN USE THE FOLLOWING TECHNOLOGY

- A computer with a full-size keyboard and speakers or headphones
- A reliable high-speed internet connection
- Chrome or Firefox
- A smart phone with an audio recording application

YOU HAVE THE FOLLOWING TECHNICAL SKILLS

- Are familiar with a standard keyboard
- Create and submit text files
- Record and submit audio files

ATTEND CLASS

You are expected to attend all classes for the full class time, arrive on time, and have your materials ready at the start of class. Your attendance is essential to both you and your peers; classroom activities and quality opportunities to practice depend upon the presence of all students.

PARTICIPATE

In order to have the best learning experience possible, it is of great importance that you participate as much as possible. Good participation means: an overall willingness to participate in classroom activities and engage both the instructor and your classmates in conversation; trying to speak as much as you can, both voluntarily and when asked to; and frequently asking questions.

COMPLETE ALL ASSIGNMENTS

Successful students complete all assignments in the order they are presented.

STUDY FREQUENTLY

In order to be successful in this course, we recommend that you engage the course materials at least three times a week.

COMMUNICATE RESPECTFULLY AND PROFESSIONALLY

You are expected to communicate with all members of the classroom community respectfully and professionally. This includes students, instructors, guests or anyone else who forms part of the community at any time. This also includes all forms of communication, verbal and non-verbal, in all mediums and formats, such as in class, over email, in D2L messaging and in online course work.

IF YOU HAVE A PROBLEM, CONTACT YOUR INSTRUCTOR

If you are struggling with any aspect of this course, or if you are having trouble with the course for personal reasons, contact your instructor to let them know what is happening.

REQUEST PERMISSION TO MISS CLASS AND EXTENSIONS

Barring extenuating circumstances, permission to miss class and to have video off during class sessions as well as extensions for course work will only be considered if you contact the instructor before the class session in question. Permission to miss class or have video off and extensions are considered on a case-by-case basis and are granted in situations involving circumstances that are beyond the control of the individual such as sickness, a car breaking down, a family event, etc.

GRADING POLICY

GRADING SCALE

A = 90-100%

B = 80-89%

C = 70-79%

D = 60-69%

F = 0-59%

METHODS OF EVALUATION

Community Points = 25%

Tutorials and Quizzes = 10%

Online Practice = 20%

On-Time Points = 25%

Projects = 20%

COMMUNITY POINTS

Community points are earned by attending class, with your camera on for remote sessions, for the full class time and participating in class activities. The total number of possible points for the semester is 200. You earn 50 points for registering for the class. Each time you attend class and participate, you earn 10 points. If you miss class with permission, you do not earn points for that class. If you miss class without permission, you lose 50 points.

TUTORIALS AND QUIZZES

Tutorials are open throughout the entire semester; you can complete them at any time. To earn credit for a tutorial, you must answer yes to the question at the end and click the Finish button. Please note, however, that you can only earn on-time points for a class if you submit the tutorial for that day by the due date.

Quizzes are open throughout the entire semester; you can complete them at any time. Please note, however, that you can only earn on-time points for a class if you earn at least 70% on the quiz for that class. Quizzes are untimed and you have unlimited attempts. Only your highest score counts.

ONLINE PRACTICE

Online practice activities are open throughout the entire semester; you can complete them at any time. To earn credit for an activity, you must make the required number of posts. Please note, however, that you can only earn on-time points for a class if you submit the required number of posts for that day by the due date.

ON-TIME POINTS

On-time points reward completing course material according to the course calendar. To earn your on-time points for a class, you will take the on-time quiz for that class. The on-time quiz only becomes available if you have submitted the tutorial and complete the practice activity prior to the due date. On-time quizzes have just one question; they ask if you want your on-time points. If you answer yes, the points are yours. The on-time quiz for each class closes on the due date for that class.

PROJECTS

There is one final project. Late projects will not be accepted unless an extension has been arranged.

IMPORTANT DATES

STUDENTS: PLEASE VERIFY THE SPECIFIC DROP AND WITHDRAW DATES FOR THIS COURSE IN YOUR “[Detailed Student Schedule \(with Drop-Withdrawal Dates\)](https://erpdnssb.cccs.edu/PRODRRCC/wt_student_sched.P_DisplayStudentSched)” LINK IN THE ROCK, UNDER THE STUDENT TAB (https://erpdnssb.cccs.edu/PRODRRCC/wt_student_sched.P_DisplayStudentSched)

START DATE: Varies by semester

END DATE: Varies by semester

DROP/CENSUS DATE (LAST DAY TO DROP WITH A REFUND) – Varies by semester

This is the last day you can remove yourself from this class without having to pay for the class and without the class showing on your permanent student record. If you are considering dropping the class, please talk to your instructor first. If you are on financial aid, you should consult a financial aid advisor before dropping a class. All students are encouraged to see an academic advisor about how dropping may affect their goals.

WITHDRAW DATE (LAST DAY TO WITHDRAW WITH A “W”) – Varies by semester

This is the last day you can remove yourself from this class and receive a “W” for the class instead of a grade. You are responsible for payment. If you are considering withdrawing from the class, please talk to your instructor first. If you are on financial aid, you should consult a financial aid advisor before withdrawing from a class. All students are encouraged to see an academic advisor about how withdrawing may affect their goals.

ACADEMIC INTEGRITY STATEMENT / ACADEMIC DISHONESTY

Plagiarizing, cheating, or committing any other form of academic misconduct including, but not limited to, unauthorized collaboration, falsification of information, and/or helping someone else violate reasonable standards for academic behavior. Students who engage in any type of academic dishonesty are subject to both academic consequences as determined by the instructor and to disciplinary action as outlined in the RRCC disciplinary procedures.

CLASS CANCELLATION POLICY

Class may be cancelled at times. Cancellations will be posted on D2L as soon as possible. In the event of a snow storm, it is possible that class will be cancelled even if RRCC remains open. Therefore, when there is snow, please check D2L first, then check the RRCC website or call the RRCC snow closure hotline at (303) 914-6600. If any of these three sources tell you that class is cancelled, then class is cancelled.

In the event of a class cancellation, please continue with regularly scheduled assignments.

RESPECTFUL COMMUNICATION

In accordance with the Student Handbook, upon enrolling in programs in RRCC, students assume responsibility for respectful communications with other students and with course instructors, including communications which do not disrupt the online learning environment.

DEFINITION

- Communications which disrupt the learning environment
- Use of profanity and/or insulting or harassing remarks in email, discussions, chat or telephone communications
- Unsolicited, bulk or spam emails

CONSEQUENCES

- A student who participates in disruptive communications forfeits the right to further class participation, is subject to removal from all courses for the given term without reimbursement by their home college, and may receive a failing grade in their class.
- A student who is suspended more than once for disruptive communications may forfeit the right to further enrollments at RRCC.

RRCC SYLLABUS INSERT

All students are required to be familiar with the information contained in the RRCC Syllabus Insert document. In addition to your instructor reviewing the required content in class, the RRCC SYLLABUS INSERT can be found as

an announcement on all D2L landing pages (where you have access to all of your courses) and in the “Student Resources” pull-down menu.

CHANGES TO SYLLABUS

This syllabus is subject to change. All Students will be notified of change.

TOPICAL OUTLINE

1. Phonetics and Pronunciation
 - a. Phonemes and written transcriptions
2. Nouns and Articles
 - a. Gender and number
 - b. Definite and indefinite
3. Adjectives
 - a. Qualitative and quantitative
 - b. Possessive
4. Vocabulary
5. Verbs
 - a. Indicative
6. Pronouns
 - a. Demonstrative
7. Prepositions
8. Negative Words and Construction
9. Interrogatives
10. Adjectives
11. Idiomatic Usage and Useful Expression
12. Culture and Geography

NON-DISCRIMINATION STATEMENT

Red Rocks Community College is committed to diversity in its people and programs. The College prohibits all forms of discrimination and harassment including those that violate federal and state law or the State Board for Community Colleges and Occupational Education Board Policies 3-120 and/or 4-120. The College does not discriminate on the basis of sex/gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, genetic information, gender identity, or sexual orientation in its employment practices or educational programs and activities. Red Rocks Community College will take appropriate steps to ensure that the lack of English language skills will not be a barrier to admission and/or participation in vocational education programs.

RRCC has designated Arnie Oudenhoven as its Affirmative Action Officer/Equal Opportunity Administrator/Title IX Administrator with the responsibility to coordinate its civil rights compliance activities and grievance procedures. Report all concerns or complaints relating to discrimination or harassment to the Title IX/EO Coordinator(s). For information, contact Arnie Oudenhoven Executive Director, HR, Title IX Coordinator, Title VII/Equal Opportunity Coordinator, ADA/Sec 504 Coordinator, via mail at 13300 West Sixth Avenue, Lakewood, CO 80228. Phone 303.914.6298, or email arnie.oudenhoven@rrcc.edu.

Deborah Houser, Assistant Director of Human Resources/Deputy Title IX Coordinator, 303.914.6224 deborah.houser@rrcc.edu. 13300 West Sixth Avenue, Lakewood, CO 80228.

You may also contact the Office for Civil Rights, U.S. Department of Education, Region VIII, Federal Office Building, 1244 North Speer Boulevard, Suite 310, Denver, CO 80204, telephone (303) 844-3417.

COVID-19 INFORMATION

Use of masks by all individuals will be required inside college buildings effective Monday, August 16, 2021. This includes classrooms, labs, common areas, and any other spaces on campus. Food and/or drink is not prohibited in the classrooms at this time. Only registered students are allowed to attend class.

The requirement to follow RRCC COVID-19 safety requirements is part of the RRCC Student Behavioral Expectations.

Consequences for students not wearing facial coverings or refusing to social distance based on personal preference versus disability accommodation will be in violation of the Red Rocks Community College Code of Behavioral Expectations. Progressive discipline will be used for non-compliance and every effort will be made to use noncompliance as an opportunity to educate students about the reasons for the directives for facial coverings and social distancing.

[RRCC Behavioral Health Services](#) provides both tele-therapy and in-person sessions for students.

For more information about COVID-19, go to covid19.colorado.gov

Link to [Student COVID-19 Notification Form](#)