

PF&W 1142  
Syllabus for Beginning Swimming  
Spring 2017

Instructor: Bernadette Hinojosa

Office Location: Indoor Pool Office or KSM 155

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Office Hours: MW 1-2 PM and TR 10-11 AM, KSM 155, or by appointment

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**Course:** Beginning Swimming - Course number PF&W 1142

**Sections:** 301 MW 10:00-10:50, at AC indoor pool

Pre-requisites: None

**Required Textbook:** None

**Supplies:** Bring swimsuit to all classes. (Ladies – a one-piece swimsuit, please.) Bring other supplies as needed: towels, goggles, hair restraint, etc.

**Course Description:** Learn to swim in shallow and deep water. Swimming strokes include front crawl with sustained rhythmic breathing, elementary backstroke, breaststroke, back crawl, sidestroke, and dolphin kick. Other aquatic skills include treading water, underwater swimming, open turns, and deck diving. Measurable assessment includes demonstration of correct mechanical formation of strokes and increase in distance. Cognitive skills include basic knowledge and application of the principles of fitness and wellness and nutrition, and knowledge of mechanics of strokes. Additionally, students will gain knowledge of historical figures in swimming and diving.

Upon successful completion of the course, students will be able to:

EXPECTED LEARNING OUTCOMES	ASSESSMENT METHODS: Performance standards will be measured by ARC LTS Adult-Learn the Basics.
Perform the front crawl with rhythmic breathing and elementary backstroke.	Good form and sustained breathing pattern for 25 yds.
Perform the back crawl and sidestroke, breaststroke and dolphin kick.	Maintain position and sustain motion for 15 yds.
Swim underwater.	Swim underwater continuously for 3 body lengths.
Tread water using kicks learned.	Tread water for a minimum of 1 minute.
Dive from deck.	Use correct form in compact and stride positions.
Perform a feet first surface dive.	Completely submerge head underwater.
Survival float and swim.	30 seconds; 1 minute.
Perform back and front open turns.	Perform while swimming.

**Tentative Schedule:** subject to change

Date	Skills and Topics to be covered	Due Dates and other Important Dates
1/23	Swim demonstration.	
1/25	Whip and flutter kicks in prone and supine positions. Scissor kick.	
1/30, 2/1	Elementary backstroke.	1/30 Choose historical topic.
2/6, 8	Front crawl. Rhythmic breathing. Trudgen.	
2/13, 15	Breaststroke.	<b>2/13 Historical paper due.</b>
2/20, 22	Back crawl.	
2/27, 3/1	Scissors kick review and sidestroke. Dolphin kick.	3/1 Review chart.
3/6, 8	3/6 Review of strokes. Butterfly.	<b>3/8 Written exam on strokes.</b>
3/20, 22	Underwater swimming with whip and dolphin kicks, treading water with whip and scissor kicks.	Read exercise routines and start exercise log.
3/27, 29	Deck diving, feet-first surface dive. Survival floating and swimming. Grab and track Starts.	
4/3, 5	Open turns.	
4/10, 12	Practice for relays	<b>Exercise log due 4/10. Read Nutrition units and start Nutrition log.</b>
4/19		<b>4/19 Written exam over exercise routines.</b>
4/24, 26	Relays	<b>Nutrition log and Nutrition Research questions due 5/1.</b>
5/1, 3	Cooper 12 minute fitness swim	<b>Swim evaluations</b>
5/8	Make-up	

**ATTENDANCE:** The first 2 absences will not affect the grade. Regardless of excuse or circumstance, illness or adversity, however, the student is NOT excused from any assignment or points missed during that absence. After the initial 2 absences, 5 points will be deducted from the final grade for each additional absence. **At 5 absences, the student will fail the course. Showing up to class and participating is the most crucial aspect of getting an A in this course.** Being 3 minutes late will count as a tardy. 3 tardies will equal one absence. \*An excused absence means the student must have the absence verified and signed off by Student Life.

## **CRITERIA FOR GRADING: 200 points total**

**25: Historical paper.**

**25: Nutritional research questions**

**50: Nutrition and Exercise logs** –extended assignments

**50: Written Exams 2 @ 25 points each.** Exams may be multiple choice, matching, or true/false.

**50: Swimming skills evaluation** Points to be awarded at final swimming skill assessment. Points will be shared among all swimming skills to be demonstrated. Final point breakdown to be determined.

Individual grades found on Blackboard9. Grades cannot be discussed through email per HIPPA regulations.

A=100-90%, B=89-80%, C=79-70%, D=69-60%

Having respect for the teaching and learning environment, please SILENCE cell phones and no texting during class. Absolutely no electronic usage during exams.

Any student who requires modifications, due to a disability, should contact the instructor as soon as possible, within the first 5 days of the semester.

**Students are expected to practice strokes by swimming at the Aquatic Center at least 500 yards a week outside of class.**

### **Students with Disabilities:**

Any student who, because of a disability, may require special arrangements in order to meet course requirements should contact the instructor as soon as possible to make any necessary arrangements. Students should present appropriate verification from *Student Disability Services* during the instructor's office hours. Please note instructors are not allowed to provide classroom accommodations to a student until appropriate verification from *Student Disability Services* has been provided. Please refer to the 3<sup>rd</sup> floor West Hall, (806) 742-2405.

### ***Attendance:***

**Absence Due to Religious Observance.** A student who is absent from classes for the observance of a religious holy day, according to the legal definition, will be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence if, not later than the 15th day after the first day of the semester, the student has notified the instructor of each scheduled class that the student will be absent for a religious holy day. This notification will be in writing and will be delivered by the student personally to the instructor of each class, with receipt of the notification acknowledged and dated by the instructor, or by certified mail, return receipt requested, addressed to the instructor of each class. A student who is excused under this policy must not be penalized for the absence, but the instructor may appropriately respond if the student fails to satisfactorily complete the assignment.

**Absence due to Officially Approved Trips.** The *Texas Tech University Catalog* states that the person responsible for a student missing class due to a trip should notify the instructor of the departure and return schedule in advance of the trip. The student may not be penalized and is responsible for the material missed.

Whether an absence is excused or unexcused is determined solely by the instructor with the exception of absences due to religious observance and officially approved trips described above. The *Center for Campus Life* will notify faculty, at the student's request, when a student is absent for four consecutive days with appropriate verification of a health related emergency. This notification does not excuse the student from class, it is provided as a courtesy. The service is explained and can be found on the *Center for Campus Life* web site.

#### **Illness and Death Notification:**

The *Center for Campus Life* is responsible for notifying the campus community of student illnesses, immediate family deaths and/or student death. Generally, in cases of student illness or immediate family deaths, the notification to the appropriate campus community members occur when a student is absent from class for four (4) consecutive days with appropriate verification. It is always the student's responsibility for missed class assignments and/or course work during their absence. The student is encouraged to contact the faculty member immediately regarding the absences and to provide verification afterwards. The notification from the *Center for Campus Life* does not excuse a student from class, assignments, and/or any other course requirements. The request for notification must be made within two weeks of the absence. The notification is provided as a courtesy.

#### **Academic Integrity and Student Conduct**

Responsible citizenship among college students includes honesty and integrity in class work; regard for the rights of others; and respect for local, state, and federal laws as well as campus standards. Specific standards concerning the rights and responsibilities of students and registered student organizations at Texas Tech are contained in the *Code of Student Conduct and Student Handbook*. Students are expected to become thoroughly familiar with and abide by these standards. The *Code of Student Conduct and Student Handbook* may be obtained from the Office of Student Judicial Programs, Student Union, (806) 742-1714, or online at [www.studentaffairs.ttu.edu](http://www.studentaffairs.ttu.edu) or [www.depts.ttu.edu/studentjudicialprograms](http://www.depts.ttu.edu/studentjudicialprograms).

#### **Academic Integrity**

It is the aim of the faculty of Texas Tech University to foster a spirit of complete honesty and a high standard of integrity. The attempt of students to present as their own any work that they have not honestly performed is regarded by the faculty and administration as a serious offense and renders the offenders liable to serious consequences, possibly suspension. The instructor in a course is responsible for initiating action for dishonesty or plagiarism that occurs in his or her class. In cases of convincing evidence of or admitted academic dishonesty or plagiarism, an instructor should take appropriate action. Before taking such action, however, the instructor should attempt to discuss the matter with the student. If cheating is suspected on a final exam, the instructor should not submit a grade until a reasonable attempt can be made to contact the student, preferably within one month after the end of the semester. See the section on "Academic Conduct" in the *Code of Student Conduct* for details of this policy.

#### **Academic Misconduct**

**Scholastic dishonesty** includes, but is not limited to, cheating, plagiarism, collusion, falsifying academic records, misrepresenting facts, and any act designed to give unfair academic advantage to the student (such as, but not limited to, submission of essentially the same written assignment for two courses without the prior permission of the instructor) or the attempt to commit such an act.

**Cheating** includes, but is not limited to, the following:

1. Copying from another student's test paper.
2. Using materials during a test that have not been authorized by the person giving the test.
3. Failing to comply with instructions given by the person administering the test.

4. Possessing materials during a test that are not authorized by the person giving the test, such as class notes or specifically designed “crib notes.” The presence of textbooks constitutes a violation only if they have been specifically prohibited by the person administering the test.
5. Possessing, using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program.
6. Collaborating with or seeking aid or receiving assistance from another student or individual during a test or in conjunction with an assignment without authority.
7. with an assignment without authority.
8. Discussing the contents of an examination with another student who will take the examination.
9. Divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructor has designated that the examination is not to be removed from the examination room or not to be returned to or kept by the student.
10. Substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course related assignment.
11. Paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program, or information about an unadministered test, test key, homework solution, or computer program.
12. Falsifying research data, laboratory reports, and/or other academic work offered for credit.
13. Taking, keeping, misplacing, or damaging the property of the university, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct.

**Plagiarism** includes, but is not limited to, the appropriation of, buying, receiving as a gift, or obtaining by any means material that is attributable in whole or in part to another source, including words, ideas, illustrations, structure, computer code, other expression and media, and presenting that material as one’s own academic work being offered for credit. Any student who fails to give credit for quotations or for an essentially identical expression of material taken from books, encyclopedias, magazines, Internet documents, reference works or from the themes, reports, or other writings of a fellow student is guilty of plagiarism.

**Collusion** includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

**Falsifying academic records** includes, but is not limited to, altering or assisting in the altering of any official record of the university, and/or submitting false information or omitting requested information that is required for or related to any academic record of the university. Academic records include, but are not limited to, applications for admission, the awarding of a degree, grade reports, test papers, registration materials, grade change forms, and reporting forms used by the Office of the Registrar. A former student who engages in such conduct is subject to a bar against readmission, revocation of a degree, and withdrawal of a diploma.

**Misrepresenting facts** to the university or an agent of the university includes, but is not limited to, providing false grades or resumes; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual; or providing false or misleading information in an effort to injure another student academically or financially.

**Civility in the Classroom** is expected that all students in the class will treat fellow classmates, the professor, the assistant, and guests in the classroom with respect. Respect includes, but is not limited to, arriving to class on time, not making unnecessary noise or speaking when others are speaking, attending to those who are speaking, and not engaging in disruptive behaviors. A student lacking civility will be asked to leave the classroom. If the behavior continues, the students will be asked not to return to the classroom.

#### **Students with Disabilities ADA Statement**

Any student who because of a disability may require special arrangements in order to meet course requirements should contact the instructor as soon as possible to make any necessary accommodations. Student should present appropriate verification from AccessTECH. No requirement exists that accommodations be made prior to completion of this approved university procedure. Students with disabilities are encouraged to use AccessTECH which publishes a Desk Reference for Faculty and Staff that is very helpful. You may call the AccessTECH Office at 742-2092 to request a copy.

The **Ombudsman for Students** is available to assist students with any conflict or problem that has to do with being a student at Texas Tech University. You may visit the Ombudsman in 237 Student Union Building or call 742-SAFE.

The Student Grade Appeal policy is OP 34.03 and can be viewed at <http://www.depts.ttu.edu/opmanual/OP34.03.pdf>

Texas Tech University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from gender and/or sex discrimination of any kind. Sexual assault, discrimination, harassment, and other Title IX violations are not tolerated by the University. Report any incidents to the Office for Student Rights & Resolution, (806)-742-SAFE (7233) or file a report online at [titleix.ttu.edu/students](http://titleix.ttu.edu/students). Faculty and staff members at TTU are committed to connecting you to resources on campus. Some of these available resources are: TTU Student Counseling Center, 806-742-3674, <https://www.depts.ttu.edu/scc/> (Provides confidential support on campus.) TTU Student Counseling Center 24-hour Helpline, 806-742-5555, (Assists students who are experiencing a mental health or interpersonal violence crisis. If you call the helpline, you will speak with a mental health counselor.) Voice of Hope Lubbock Rape Crisis Center, 806-763-7273, [voiceofhopelubbock.org](http://voiceofhopelubbock.org) (24-hour hotline that provides support for survivors of sexual violence.) The Risk, Intervention, Safety and Education (RISE) Office, 806-742-2110, [rise.ttu.edu](http://rise.ttu.edu) (Provides a range of resources and support options focused on prevention education and student wellness.) Texas Tech Police Department, 806-742-3931, <http://www.depts.ttu.edu/ttpd/> (To report criminal activity that occurs on or near Texas Tech campus.)