

## SIGNATURE ROUTING LOG


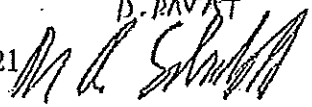
**General Information:**

Proposal Type: Course  Program  Other   
 Proposal Name<sup>1</sup> (course prefix & number, pgm major & degree, etc.): GLY 110/170 DL  
 Proposal Contact Person Name: see respective DL form Phone: \_\_\_\_\_ Email: \_\_\_\_\_


**INSTRUCTIONS:**

Identify the groups or individuals reviewing the proposal; note the date of approval; offer a contact person for each entry; and obtain signature of person authorized to report approval.

**Internal College Approvals and Course Cross-listing Approvals:**

Reviewing Group	Date Approved	Contact Person (name/phone/email)	Signature
Earth & Environmental Science	12/09/09	Dhananjay Ravat / dhananjan.ravat@uky.edu / 7-6933	 D. RAVAT
A&S Associate Dean	12/09/09	Ted Schatzki / schatzki@uky.edu / 7-5821	
		/ /	
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**External-to-College Approvals:**

Council	Date Approved	Signature	Approval of Revision <sup>2</sup>
Undergraduate Council	4/1/2010		
Graduate Council			
Health Care Colleges Council			
Senate Council Approval			
		University Senate Approval	

Comments: \_\_\_\_\_

<sup>1</sup> Proposal name used here must match name entered on corresponding course or program form.

<sup>2</sup> Councils use this space to indicate approval of revisions made subsequent to that council's approval, if deemed necessary by the revising council.

## Distance Learning Form

This form must accompany every submission of a new/change course form that requests distance learning delivery. This form may be required when changing a course already approved for DL delivery. All fields are required!

**Introduction/Definition:** For the purposes of the Commission on Colleges Southern Association of Colleges and Schools accreditation review, *distance learning* is defined as a formal educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors are not in the same place. Instruction may be synchronous or asynchronous. A distance learning (DL) course may employ correspondence study, or audio, video, or computer technologies.

A number of specific requirements are listed for DL courses. **The department proposing the change in delivery method is responsible for ensuring that the requirements below are satisfied at the individual course level.** It is the responsibility of the instructor to have read and understood the university-level assurances regarding an equivalent experience for students utilizing DL (available at <http://www.uky.edu/USC/New/forms.htm>).

**Error! Hyperlink reference not valid.**

Course Number and Prefix: GLY 110	Date: November 30, 2009
Instructor Name: Kent Ratajeski	Instructor Email: krata2@uky.edu
Check the method below that best reflects how the majority of course of the course content will be delivered.	
Internet/Web-based <input checked="" type="checkbox"/>	Interactive Video <input type="checkbox"/>
	Hybrid <input type="checkbox"/>

<b>Curriculum and Instruction</b>	
1.	<p>How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations?</p> <p>This course will be taught online, with pre-recorded lectures, online exercises and exams. The instructor will offer regular office hours for online chat, or telephone contact if needed, as well as open email access. The syllabus will conform with the University Senate Guidelines</p>
2.	<p>How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc.</p> <p>The course plan is very similar to the in class experience, which consists mainly of lecture presentations, online homework and in class exams. The students will work with the textbook in essentially the same way as the in class student.</p>
3.	<p>How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc.</p> <p>The course will be offered through Blackboard or other similar online classroom management software, ensuring that each student has individual protected access to the course materials. Online assignments are open book and exams will be individually unique, time limited and one-time access.</p>
4.	<p>Will offering this course via DL result in at least 25% or at least 50%* (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above?</p> <p>No.</p> <p>If yes, which percentage, and which program(s)?</p> <p><small>*As a general rule, if approval of a course for DL delivery results in 50% or more of a program being delivered through DL, the effective date of the course's DL delivery will be six months from the date of approval.</small></p>
5.	<p>How are students taking the course via DL assured of equivalent access to student services, similar to that of a</p>

Abbreviations: TASC = Teaching and Academic Support Center DL = distance learning DLP = Distance Learning Programs

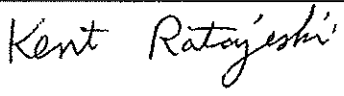
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	<p>student taking the class in a traditional classroom setting?</p> <p>As registered students at UK, they will have access to the full range of student services as outlined on the UK Student Affairs website (<a href="http://www.uky.edu/StudentAffairs/">http://www.uky.edu/StudentAffairs/</a>). Students will also be provided an electronic copy of the attached "UK Student Academic Services" document.</p>
<b><i>Library and Learning Resources</i></b>	
6.	<p>How do course requirements ensure that students make appropriate use of learning resources?</p> <p>Successful completion of course requirements will require that the students make appropriate use of the textbook and required internet sites, and access to library resources are available on the library website for distance learning (<a href="http://www.uky.edu/Libraries/lib.php?lib_id=16">http://www.uky.edu/Libraries/lib.php?lib_id=16</a>).</p>
7.	<p>Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.</p> <p>This course will not require physical access to any particular facility or equipment.</p>
<b><i>Student Services</i></b>	
8.	<p>How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Teaching and Academic Support Center (<a href="http://www.uky.edu/TASC/index.php">http://www.uky.edu/TASC/index.php</a>) and the Information Technology Customer Service Center (<a href="http://www.uky.edu/UKIT/">http://www.uky.edu/UKIT/</a>)?</p> <p>The syllabus lists technical support services available and students will be provided with a list of available University resources.</p>
9.	<p>Will the course be delivered via services available through the Teaching and Academic Support Center?</p> <p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>If no, explain how students enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.</p>

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10.	<p>Does the syllabus contain all the required components, below? <input checked="" type="checkbox"/> Yes</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Instructor's <i>virtual</i> office hours, if any.</li><li><input type="checkbox"/> The technological requirements for the course.</li><li><input type="checkbox"/> Contact information for TASC (<a href="http://www.uky.edu/TASC/">http://www.uky.edu/TASC/</a>; 859-257-8272) and Information Technology Customer Service Center (<a href="http://www.uky.edu/UKIT/">http://www.uky.edu/UKIT/</a>; 859-257-1300).</li><li><input type="checkbox"/> Procedure for resolving technical complaints.</li><li><input type="checkbox"/> Preferred method for reaching instructor, e.g. email, phone, text message.</li><li><input type="checkbox"/> Maximum timeframe for responding to student communications.</li><li><input type="checkbox"/> Language pertaining academic accommodations:<ul style="list-style-type: none"><li>o "If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide me with a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center, Jake Karnes, Director at 859-257-2754 or <a href="mailto:jkarnes@email.uky.edu">jkarnes@email.uky.edu</a>."</li></ul></li><li><input type="checkbox"/> Information on Distance Learning Library Services (<a href="http://www.uky.edu/Libraries/DLLS">http://www.uky.edu/Libraries/DLLS</a>)<ul style="list-style-type: none"><li>o Carla Cantagallo, DL Librarian</li><li>o Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)</li><li>o Email: <a href="mailto:dllservice@email.uky.edu">dllservice@email.uky.edu</a></li><li>o DL Interlibrary Loan Service: <a href="http://www.uky.edu/Libraries/libpage.php?lweb_id=253&amp;llib_id=16">http://www.uky.edu/Libraries/libpage.php?lweb_id=253&amp;llib_id=16</a></li></ul></li></ul>
11.	<p>I, the instructor of record, have read and understood all of the university-level statements regarding DL.</p> <p>Instructor Name: Kent Ratajeski</p> <p>Instructor Signature: </p>

# GLY 110 – Endangered Planet: Introduction to Environmental Geology

**Class time and location:** online (see the information below about accessing the course on Blackboard)

<b>Instructors</b>	Dr. Kent Ratajeski Slone 301 (859) 257-4444 kent.ratajeski@uky.edu	<b>TA</b>	Sally Sandstone Slone 101 sally.sandstone@uky.edu virtual office hours: MF 1-3 PM
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The TA will be your prime contact for questions about the content and operation of the course, including grading. Please direct your emails to the TA. Emails received within the virtual office hours listed above will be returned within a matter of minutes; outside the virtual office hours, a response should be expected within 48 hours.

## Course description and objectives

Environmental geology combines an introduction to basic earth science with a practical treatment of how geology processes have produced and continue to shape the environment in which we live. The interconnections between Earth materials and systems, human interactions with Earth processes, geologic hazards, and human stewardship of Earth resources will all be given special emphasis in this course.

This class will take a focused effort, but by taking it and applying what you have learned, you will be able to

- avoid hazardous geologic situations in your daily life (e.g., knowing where *not* to buy your first home!)
- become an informed citizen on a variety of issues related to geology and the environment (water resources, energy, waste, pollution, climate change, etc.)
- understand the operation of geologic processes (such as plate tectonics, volcanism, sedimentation, erosion, mountain building, glaciation, and flooding), how they have shaped our planet over geologic time, and how they affect environmental and social systems.
- gain practical analytical and critical thinking skills
- develop a deeper appreciation of the beauty, order, and complexity within nature

## Prerequisites

There are no prerequisites for this course, but a basic knowledge of some high school geography, chemistry, and math will be useful.

## Blackboard course page and minimal technology requirements

In order to participate in this course, you will need access to a computer with the minimum hardware, software and internet configuration described at this site: <http://www.uky.edu/Blackboard/computer.php>

You can access the Blackboard page at <https://elearning.uky.edu> or through MyUK. Log in using your Link Blue username and password. The use of Internet Explorer is NOT recommended for use with Blackboard. Firefox is the recommended Internet browser for the course.

If you experience technical difficulties with accessing course materials, the Customer Service Center may be able to assist you. Please contact them at 859-257-1300 between 7 AM to 6 PM Monday-Friday, or by e-mail at [helpdesk@uky.edu](mailto:helpdesk@uky.edu). Please also inform the TA when you are having technical difficulties.

In order to submit homework assignments, you will need a **camera, scanner, or camera-phone** capable to capturing a clear digital image of your worksheet. This picture must be converted to a jpeg (.jpg) file and uploaded to the digital dropbox for homework assignments on Blackboard.

The Teaching and Academic Support Center (TASC) website (<http://www.uky.edu/TASC/>) offers additional information and resources that can promote a successful distance learning experience. They may also be reached at 859-257-8272.

## Textbook

One text is required: *Introduction to Environmental Geology*, 4<sup>th</sup> Edition, by Edward A. Keller (ISBN-10: 0132251507). Check out the student website for the 3<sup>rd</sup> edition <http://www.prenhall.com/keller> which contains chapter objectives, self-tests, images, links to web resources, regional updates, news articles, and other features. While the online lectures may not always come directly from this text, there will be a large amount of overlap between the two sources of information. If you have a used copy, make sure it has the "Hazard City" CD which you will need to do most of the homework assignments.

Books may be purchased from a variety of suppliers:

- Kennedy Bookstore, 405 S. Limestone, (606) 252-0331 or 1-800-892-5165, <http://www.kennedys.com>
- Wildcat Text Books, 563 S. Limestone, (606) 225-7771, <http://www.wildcattext.com>
- UK Bookstore, 106 Student Center Annex, phone (606) 257-6304 or 1-800-327-6141, <http://www.ukbookstore.com>
- or any major online bookseller (e.g., amazon.com, bn.com, etc.)

### **Distance Learning Library Services**

As a Distance Learning student you have access to the Distance Learning Library services at <http://www.uky.edu/Libraries/DLLS>. This service can provide you access to UK's circulating collections and can deliver to you manuscripts or books from UK's library or other libraries. The DL Librarian may be reached at 859-257-0500, ext 2171, or 800-828-0439 (option #6) or by mail at [dlservice@email.uky.edu](mailto:dlservice@email.uky.edu). For an interlibrary loan visit: [http://www.uky.edu/Libraries/linpage.php?lweb\\_id=253&lilib\\_id=16](http://www.uky.edu/Libraries/linpage.php?lweb_id=253&lilib_id=16)

### **Policies**

#### **"Attendance"**

All course materials are on-line and it is your responsibility to access material in a timely manner. To help keep you on track, I have provided a lecture schedule that you should follow. You will probably have to spend a minimum of 2.5 hours per day interacting with the course material to succeed in this course.

Missed homework due dates, quizzes, and exams can be made up only for excused absences related to:

1. Significant illness of the student or serious illness of a member of the student's household (permanent or household); formal verification must be furnished to allow a makeup.
2. The death of a member of the student's household (permanent or campus) or immediate family; formal verification must be furnished to allow a makeup.
3. Trips for members of student organizations sponsored by an academic unit, trips for University classes, and trips for participation in intercollegiate athletic events. When feasible, the student must notify the instructor prior to the occurrence of such absences, but in no case shall such notification occur more than one week after the absence. Formal notification from appropriate university personnel is required to document the student's participation in such trips and to allow a makeup.
4. Major religious holidays; students are responsible for notifying the instructor in writing of anticipated absences due to their observance of such holidays no later than the last day for adding a class.

*Please direct all requests for makeup quizzes and exams by email to the TA.* This request must be made within 48 hours of the missed quiz or exam (except where prior notification is required). Be sure to mention the course number (GLY 110), the specific quiz or exam you missed, and the reason you are requesting a makeup. You must also arrange for "formal verification" to be sent to the TA's email address (this email cannot be written by yourself). If the reason fits one of the criteria above, the TA will make arrangements to accommodate your situation and have you take the exam at a different time, or extend the deadline for an assignment.

#### **Student conduct, academic integrity, and resources**

Students are expected to maintain decorum that includes respect for other students and the instructor, to regularly log in to the course, and to display an attitude that seeks to take full advantage of the educational opportunity. All students are expected to be prepared to work and actively participate in class activities. Consult the UK Student Rights and Responsibilities (<http://www.uky.edu/StudentAffairs/Code/>) regarding the steps for addressing unresolved academic issues.

Cheating of any type will not be tolerated. Cheating is defined in the Student Handbook of Rights and Responsibilities, but in particular for this course, includes relying too much on another student's work (i.e., simply copying another student's work). The following protocol will be followed should there be evidence of cheating on an assignment:

1. Instructor will discuss the matter confidentially with the student(s) involved; if not satisfactorily resolved,
2. Instructor will discuss the matter confidentially with Department Chair and the student; if not yet resolved,
3. Instructor will discuss the matter confidentially with the Academic Ombud and the student.

Based on the outcome of this procedure, instances of cheating may result in a grade of "0" for the assignment and possibly additional penalties including a failing grade for the entire course.

### **Online quizzes and examinations**

Material from the online lectures, reading assignments, and homework assignments is fair game for quizzes and exams, administered online. No quantitative problems requiring calculators will occur on any quiz or exam.

#### *Quizzes*

The online quizzes will be submitted electronically through Blackboard and must be submitted by the stated deadline. Each quiz will consist of 10 true/false questions and are open-book (you can use the lecture videos, your textbook, the Internet, and any other source of information). Online quizzes will be automatically graded and your score will be available immediately. The lowest 2 scores will be dropped from the calculation of your final grade.

The due dates of the quizzes are as follows (all times are Lexington, KY time):

Quiz 1 – June 20, 11:59 PM	Quiz 5 – July 18, 11:59 PM
Quiz 2 – June 27, 11:59 PM	Quiz 6 – July 25, 11:59 PM
Quiz 3 – July 4, 11:59 PM	Quiz 7 – August 1, 11:59 PM
Quiz 4 – July 11, 11:59 PM	Quiz 8 – August 4, 11:59 PM

#### *Exams*

The online examinations will be submitted electronically through Blackboard and must be submitted by the stated deadline. The three regular examinations will consist of 50 questions; the final exam is comprehensive and will consist of 100 questions. All examinations will be available at 7:00 PM on the date listed below and on the attached schedule. It is your responsibility to make sure that you access the material during that time period. You can access the examination any time during the available time window but you can only access it once. For regular exams, you will be given 1 hour to complete the exam between 7:00-10:00 PM, so the latest you should begin is 9:00 PM. For the final exam, you will be given 2 hours to complete the exam between 7:00-11:59 PM, so the latest you should begin is 10:00 PM. If you go over the time you will not be able to submit it and will receive an automatic score of zero for that examination. It is your responsibility to watch the time and submit the examination in time.

Online examinations are closed-book examinations. You cannot access the lecture videos, your textbook, the Internet, or any other sources of information when taking an examination, and given the time limits, you will generally not have enough time to do so anyway. You are on your honor to take the examination on your own without the assistance of any other person or materials.

Online examinations will be automatically graded and your score will be available immediately. The lowest of the three regular exams will be dropped from the calculation of your final grade. The final exam cannot be dropped.

If you encounter problems when taking an exam, first try calling the TA at XXX-XXXX. If you are unable to contact the TA by phone, send the TA an email and include a phone number where you can be reached. The TA will contact you ASAP.

The times of the exams are as follows (all times are Lexington, KY time):

Exam 1 – July 1, 7:00-10:00 PM	Exam 3 – July 29, 7:00-10:00 PM
Exam 2 – July 15, 7:00-10:00 PM	Final Exam – August 5, 7:00-11:59 PM (comprehensive)

### **Homework exercises**

Most of the homework assignments will require the "Hazard City" CD that comes with the textbook. I strongly suggest you start these assignments on the day that they are assigned. Without an excused absence, late homework will not be accepted and cannot be made up at a later time. The lowest two HW scores will be dropped from the calculation of your final grade.

The due dates of the homework exercises are as follows (all times are Lexington KY time):

HW 1 – June 16, 11:59 PM	HW 5 – July 12, 11:59 PM
HW 2 – June 30, 11:59 PM	HW 6 – July 19, 11:59 PM
HW 3 – July 2, 11:59 PM	HW 7 – July 26, 11:59 PM

HW 4 – July 5, 11:59 PM

HW 8 – August 2, 11:59 PM

**Disability accommodation and other student resources**

If you have a documented disability that requires academic accommodation(s), please see me as soon as possible. In order to receive accommodations in this course, you must provide me with a Letter of Accommodation from the Disability Resource Center. The center is located in Room 2, Alumni Gym. If you have not registered with the Disability Resource Center for coordination of campus disability services, please contact the Center by calling 257-2754 or by email to the center director, Jacob Karnes, [jkarnes@email.uky.edu](mailto:jkarnes@email.uky.edu).

A full list of student academic services is available at

<http://www.uky.edu/UGS/centadv/documents/Student%20Resources.pdf>

**Grading**

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Final grades will be calculated as follows:

- 40% Regular exams (3) – lowest score will be dropped
- 15% Final exam (comprehensive) – cannot be dropped
- 25% HW's (8) – lowest two scores will be dropped
- 20% Quizzes (8) – lowest two scores will be dropped

The calculated percentage will be rounded to the nearest whole number and assigned a letter grade according to the following scale: A = 85-100, B = 75-84, C = 65-74, D = 55-64, and E (or F) = 0-54. No curves will be applied in the grading. A running weighted average will be made available throughout the semester on the Blackboard gradebook, so you can check your grade at any time.

**Now you can get started!**

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Here are the first steps you should take to begin work on this course:

1. Print out a copy of this syllabus for future reference. Make a note of all deadlines (I recommend putting these on a calendar you keep handy).
2. You should check that the e-mail address listed for you is your current e-mail address (it does not have to be a UK address just the e-mail that you regularly use). If it is not your regular e-mail address, then go to TOOLS to change it to your current address (except for Hotmail accounts which sometimes aren't compatible with Bb) and click submit. This is the address that I will use to communicate with you.
3. Download the first lecture and HW assignment. As you work through the course materials, you should take notes the same way you would for a "regular" lecture course. Please be aware that some files that you will be downloading are fairly large and may take a while (several minutes) to download especially if you are accessing the course material using a modem or a slow broadband connection. Given that all course material is delivered through the Internet, occasional problems may arise with accessing course material. If you have problems accessing course material, or if web links appear to be not functioning, please contact me and we will get the problem rectified as quickly as possible.

Good luck!



## Schedule

Week of	Lectures, readings, and related HW's	HW due dates	Quizzes and Exams
June 10-13	Introduction – HW #1 What is science? (Ch. 1)		
June 14-20	Minerals (Ch. 3.1-3.2) Rocks (Ch. 3.3-3.9) Earth structure (Ch. 2)	HW #1 (June 16)	Quiz 1 – due June 20, 11:59 PM (introduction, science)
June 21-27	Plate tectonics (Ch. 2) Earthquakes (Ch. 6) – HW #2 Volcanoes (Ch. 7) – HW #3		Quiz 2 – due June 27, 11:59 PM (minerals, rocks, Earth structure)
June 28-July 4	Rivers and floods (Ch. 8) – HW #4 Mass wasting (Ch. 9) – HW#5 Coastal processes (Ch. 10)	HW #2 (June 30) HW #3 (July 2)	Quiz 3 – due July 4, 11:59 PM (plate tectonics, earthquakes, volcanoes) <b>EXAM 1</b> – July 1, 7:00-10:00 PM (intro to volcanoes)
July 5-11	Meteorite impacts (Ch. 11) Water resources (Ch. 12) – HW#6 Water pollution (Ch. 13)	HW #4 (July 5)	Quiz 4 – due July 11, 11:59 PM (rivers and floods, mass wasting, coasts)
July 12-18	Mineral resources (Ch. 14) Soils (Ch. 16)	HW#5 (July 12)	<b>EXAM 2</b> – July 15, 7:00-10:00 PM (rivers to water pollution) Quiz 5 – due July 18, 11:59 PM (meteorite impacts, water resources, water pollution)
July 19-25	Solid waste disposal (Ch. 17) – HW#7 Fossil fuels (Ch. 15.1-15.5) – HW #8	HW #6 (July 19)	Quiz 6 – due July 25, 11:59 PM (mineral resources and soils)
July 26-Aug. 1	Alternative energy (Ch. 15.6-15.10)	HW #7 (July 26)	<b>EXAM 3</b> – July 29, 7:00-10:00 PM (mineral resources to fossil fuels) Quiz 7 – due August 1, 11:59 PM (solid waste disposal to fossil fuels)
Aug. 2-5	Global climate change (Ch. 19)	HW #8 (Aug. 2)	Quiz 8 – due August 4, 11:59 PM (alternative energy) <b>FINAL EXAM</b> – August 5, 7:00-11:59 PM (comprehensive)