Course Description:
This course is designed to be the culminating experience for all gerontology majors. It will summarize all the work covered in the gerontology program and look at directions for the future in the field of aging.

Text: Articles and other readings will be provided by the instructor.

Course Objectives:
This course will enable the student to synthesize skills and knowledge acquired throughout the program. This ability will be demonstrated through:
1. demonstration of competence in theoretical and practical Gerontological knowledge;
2. description of the scope of occupations in the aging industry;
3. development of a professional portfolio;
4. demonstration of competent presentation skills.

Transformational Learning Outcomes:
The University of Central Oklahoma is a learning-centered organization committed to transformative education through active engagement in the teaching-learning interchange, scholarly and creative pursuits, leadership, global competency, healthy lifestyles, and service to others. This course addresses six of the university’s transformative learning goals. Students will build discipline knowledge through their interactions with the readings, videos, classroom exercises, instructor, and one another; engage in scholarly and creative pursuits through in-class exercises, written papers, and exams; have the opportunity to build leadership skills through engaging in course projects either inside or outside of class; further global competency through examining aging in other countries; and learn to further healthy lifestyles by discussing topics relevant to healthy aging; and learn about ways to provide service to others by discussing and learning about programs and services for the elderly.

Methods of Instruction:
The basic format of the course will be discussion and lecture. The readings will be used as a basis for class lectures and discussion. Additional materials, handouts, video presentations, and guest speakers will be used to elaborate on points raised in our readings and class discussion. Class participation will involve attendance, contributions to discussions, and participation in individual and group activities.

Course Requirements:
Reviews of two research articles covering some aspect of Gerontology. These reviews will follow a format
detailed in a handout you will receive at the beginning of the semester.

A term paper of 8-12 typed pages, due toward the end of the semester. This term paper will cover a topic related to the Gerontology, which may be developed from the review topics completed during the semester. The format and specific requirements for this term paper will be detailed in a handout you will receive at the beginning of the semester.

Two class presentations. One presentation of a research article you reviewed during the semester. A second presentation covering a topic you developed an expertise in during your course work. The format and specific requirements for these presentations will be detailed in a handout you will receive at the beginning of the semester.

One presentation in a public symposium to be announced later in the semester. This presentation will be the final version of the expertise presentation presented to the class early in the semester.

Develop a portfolio that provides examples of academic work and activities completed during your graduate program. The format and specific requirements for the portfolio will be detailed in a handout you will receive at the beginning of the semester.

In class individual and group activities as assigned throughout the semester.

Attendance:
Attendance and participation are expected and will be evaluated each class period. Both will be considered in the assignment of daily participation points. Attendance and group activity points cannot be earned without attending on the day of the activity. Absences will be evaluated on a case-by-case basis, which will determine the ability of the student to make up work missed. Please conduct yourself in a professional manner at all times, this includes arriving on time and not receiving cell or pager calls during class.

Methods of Evaluation:
150 - Two in class presentations. 25.00%
100 - Two reviews @ 50 points each. 16.65%
50 - Attendance and group activities. 8.35%
150 - Term paper. 25.00%
75 - Public Presentation 12.75%
75 - Portfolio 12.75%
600 - Total points possible. 100%

Grade Determination:
Your grade will be based on a 6-point scale, which is dependent upon the total accumulated points for the semester. The point and grade breakdown will be as follows:

<table>
<thead>
<tr>
<th>Points</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>564-600</td>
<td>A</td>
</tr>
<tr>
<td>527-563</td>
<td>B</td>
</tr>
<tr>
<td>490-526</td>
<td>C</td>
</tr>
<tr>
<td>453-489</td>
<td>D</td>
</tr>
<tr>
<td>Less than 453</td>
<td>F</td>
</tr>
</tbody>
</table>

Exam and Assignment Dates:

Final Exam: Wed. May 8th 5:30 p.m. - 7:20 p.m.
Review Assignments Due:  # 1 Feb. 20th
                   # 2 April 3rd.
Term Paper Due: May 8th 5:30 p.m.
Portfolio Due: May 8th 5:30 p.m.

Presentations are due as arranged.

TENTATIVE SCHEDULE:
Jan. 21-25,  Reading and discussion. Jan. 21st MLK holiday, offices closed.
Jan. 28-Feb. 1, Reading and discussion.
Feb. 4-8, Reading and discussion.
Feb. 11-15, Reading and discussion.
Feb. 18-22, Reading and discussion, student presentation, review number one due, Feb. 20th.
Feb. 25-March 1, Reading and discussion, Sigma Phi Omega Meeting Feb. 27th, 6:00.
March 4-8, Reading and discussion, student presentation.
March 11-15, Reading and discussion, student presentation.
March 18-22, No class, SPRING BREAK, March 21-22, offices closed.
March 25-29, Reading and discussion Sigma Phi Omega Meeting March 27th, 6:00.
April 1-5, Student presentation, and review number two due, April 3rd.
April 8-12, Student presentation.
April 15-19, Student presentation.
April 22-26, Student presentation, Sigma Phi Omega Meeting April 24th, 6:00.
April 29-May 3, Reading and discussion.
May 6-10, Term papers and portfolios due, Final Exam period, May 8th, 5:30
7:20.

UNIVERSITY OF CENTRAL OKLAHOMA
STUDENT INFORMATION SHEET AND SYLLABUS ATTACHMENT
UCO MISSION: The University of Central Oklahoma (UCO) exists to help students learn by providing transformative education experiences to students so that they may become productive, creative, ethical and engaged citizens and leaders serving our global community. UCO contributes to the intellectual, cultural, economic and social advancement of the communities and individuals it serves.

UCO VISION: UCO will become one of the Top 10 metropolitan universities of our kind in the United States by providing a transformative education as well as development experiences that help learners achieve their highest level of leadership potential.

ACADEMIC INTEGRITY STATEMENT
Each student is expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Academic dishonesty includes, but is not confined to: plagiarizing; cheating on tests or examinations; turning in counterfeit reports, tests, and papers; stealing tests or other academic material; knowingly falsifying academic records or documents of the institution; accessing a student’s confidential academic records without authorization; disclosing confidential academic information without authorization; and, turning in the same work to more than one class without informing the instructors involved. Any student found responsible of academic dishonesty will be subject to disciplinary action. To help ensure academic integrity, faculty may employ a variety of tools, including, but not limited to, university-sanctioned Turnitin.com. More information concerning this policy can be found on page four of the UCO Student Code of Conduct located at: http://www.uco.edu/conduct/code.html.

UCONNECT STATEMENT
The University of Central Oklahoma News and Networking Educational Communication Tool (UCONNECT) is a secure web site providing UCO student, faculty, and administrative staff with up-to-the minute campus communications, single log-on connections to check grades, check schedules, add or drop classes, and access online course information. In a nutshell, UCONNECT is UCO’s campus portal. As the official communication tool of the university, students are expected to access their UCONNECT accounts regularly to remain current of campus information and activities and to receive e-mail communication from faculty and administrative offices. In conjunction with UCONNECT, UCO provides a learning management system (LMS) for academic use. The LMS will be used for many course-related functions, including but not limited to, course communications, lecture material, turnitin.com assignments, group discussions, course assessments, and assignment submission. LMS use is at the discretion of each faculty member.
Contact Technology Support at support@uco.edu or (405)-974-2255 for additional information.
All federal aid recipients who completely withdraw from school prior to completing at least sixty percent of the semester will have to repay some portion of the federal funds received. UCO will determine the unearned portion of the funds received. This refund policy may require the student and/or the university, on behalf of the student, to immediately pay funds disbursed for the purpose of paying educational cost. The student will be held responsible for any funds the university is required to return on the student’s behalf to the federal program. Payment arrangements will be made through the Bursar’s Office only.

WITHDRAWING FROM ALL CLASSES

When withdrawing from the first day of the term forward, obtain a Withdrawal Form from the Center for Undergraduate Academic Advisement, obtain the required signature approvals from Financial Aid (even if you are not receiving financial aid) and the Bursar’s office. Then take the form to Enrollment Services office.

Enrollment Services (Registration). You are not withdrawn until you receive a new printout from Enrollment Services (Registration) that shows the withdrawal has been processed. Do not leave the withdrawal form in any other office. Withdrawal prior to the first day of the term can be done on the web or at the Enrollment Services office. International Students with an F-1 and/or J-1 student visa status must also check with the International Office before attempting to withdraw.

WITHDRAWING FROM ALL CLASSES –FEDERAL AID RECIPIENTS

All federal aid recipients who completely withdraw from school prior to completing at least sixty percent of the semester will have to repay some portion of the federal funds received. UCO will determine the unearned portion of the funds received. This refund policy may require the student and/or the university, on behalf of the student, to immediately pay funds disbursed for the purpose of paying educational cost. The student will be held responsible for any funds the university is required to return on the student’s behalf to the federal program. Payment arrangements will be made through the Bursar’s Office only.

EMERGENCY INDIVIDUAL CLASS DROP OR COMPLETE WITHDRAWAL

A student unable to complete a drop or withdrawal by the published deadlines may submit a written petition (with supporting documentation) to Enrollment Services, room 124 in the Nigh University Center. Permission may be granted if proper evidence exists to show that the drop or withdrawal could not be completed during the required time and the instructor confirms the absence. Poor academic performance will not be a consideration. Regardless of the circumstances, withdrawals after the deadline will be reflected on the student’s transcript as “W” if passing or “F” if failing. Drop and withdrawal deadlines are determined by the length of the individual class (generally, 1/16th of the length of the class). Deadlines for irregular classes meeting less than the full semester are proportional.

IMPORTANT DATES (Spring Semester)

Payment Due on All Courses 1/11/13
First Day of Late Enrollment Fee of $40 1/12/13
Classes Begin 1/14/13
Last Day to Enroll or Add classes 1/18/13
Last Day for any refund when DROPPING a class in person 1/25/13
Last Day to Drop a course or Withdraw from All Classes 4/5/13
Classwork Ends 5/3/13
Final Examinations 5/6/13 – 5/10/13
See final exam schedule on the web at :http://www.uco.edu/registrar/sched/

SPRING SEMESTER HOLIDAYS

Martin Luther King Holiday (Offices closed) 1/21/13
Spring Break (Offices open M-W) 3/18/13-3/22/13

SPRING LIBRARY HOURS

The Max Chambers Library will be open the following hours during the spring semester:
Monday – Thursday 7:30 a.m. – 2:00 a.m.
Friday 7:30 a.m. – 6:00 p.m. Spring 2013
Saturday 10:00 a.m. – 6:00 p.m.
Sunday 12:00 noon – 2:00 a.m.
http://library.uco.edu/

WEATHER RELATED INFORMATION

Students, faculty, and staff may call the UCO Closing Line at (405) 974-2002 or check the UCO Home Page at www.uco.edu. You may also check with local media. On occasion, classes have to be canceled or starting times delayed. When daytime classes are canceled or a late starting time is announced, local media are called by 6:30 a.m. If evening classes are canceled, calls to the media are made beginning at 4:00 p.m., in time for the 5 o'clock news.

EMERGENCIES DURING FINALS STATEMENT

If a university emergency occurs that prevents the administration of a final examination, the student’s final course grade will be calculated based on the work in the course completed to that point in time and the faculty member’s considered judgment. Final exams will not be rescheduled, and a grade of “F” will not be given as a result of the missed exam.

FINAL EXAM DAILY LIMITS

A student is not required to take more than two final examinations on the same day. When three or more final examinations are scheduled on the same day, as listed in the official examination schedule, rescheduling of the excess examinations will start with the lowest course (not CRN) number(s). Online courses are excluded. To reschedule a final examination:

1) the student must petition the appropriate dean(s) using the Petition for Rescheduling Final Exams form which is available from any deans office or online at:
   http://www.uco.edu/academic-affairs/files/policiesandguidelines/4academicstandards/4.4FinalExamsOFFICIAL.pdf;
2) the petition must be made no later than five calendar days prior to the beginning of exam week for the semester or term in question;
3) the approval will be delivered to the faculty member by the student;
4) dean(s) will send a copy of approved form to AVP/Enrollment Management, (Box 151);
5) the faculty member shall reschedule, with the student, a day and time agreeable to both;
6) the exam must be administered only during the official final examination week;
7) the new exam date must not interfere with the timely submission of grades for the entire class.

HOW TO CONTACT A FACULTY MEMBER
If you have questions regarding your class, speak with your instructor. Faculty usually include their office hours and/or phone number in the class syllabus. If you cannot locate this information, set a time to meet with your instructor by speaking with him/her prior to or immediately following your class session or check with the departmental office on when the instructor may be available.

CLASS ATTENDANCE IS IMPORTANT
Talk with your instructor about any absences. Many instructors consider attendance so essential that your grade may be affected by your absence. SOME DEPARTMENTS AND PROFESSORS HAVE MANDATORY ATTENDANCE POLICIES. Check your course syllabus or ask your instructor for this information.

EXPECTATION OF WORK
Full-time college students are expected to spend approximately 40 hours each week in class attendance and study outside of class. According to Regents’ policy, for each hour in class a student is expected to spend two (2) to three (3) hours studying for the class (OSRHE II-2-34)

WE’RE HERE FOR YOU!
The administration, faculty, and staff want you to be successful in your learning experience here at UCO! If you have questions or concerns, seek help EARLY.

HELPFUL NUMBERS
Admissions Office, 974-3371
Advisement Center, 974-2342
Bookstore, 974-2736
Campus Activities and Events, 974-2363
Career Services, 974-3346
College of Business, 974-2426
College of Education, 974-5701
College of Fine Arts and Design, 974-3770
College of Liberal Arts, 974-5540
College of Mathematics and Science, 974-2461
Commuter Student Services, 974-2655
Counseling Center, 974-2215
Financial Aid Office, 974-3334
Flex Ed, 974-2393
Graduate College, 974-3341
Greek Life, 974-2580
Housing and Dining, 974-2746
International Services, 974-2390
Office of Diversity and Inclusion, 974-3588
Police Services, 974-2345 non-emergency, 9-1-1 emergency
Student Life, 974-2364
Testing Center, 974-2388
Transportation and Parking, 974-2780
Volunteer Service Learning Center, 974-2621

EMERGENCY EVACUATION AND DRILLS:
The purpose of an Emergency Evacuation and Relocation Drill is to educate the participants in the fire safety features, shelter locations, exit routes available, and procedures to be followed in the event of a real emergency. All drills shall be treated as real events. All students will be asked to sign an attendance sheet once you are at the designated relocation point. In the event of Severe Weather: Primary Shelter Location are - Library Basement, Liberal Arts Basement, Murdaugh Hall Basement, Thatcher Hall Basement, NUC floor north, Howell Hall Suite 118, and Central Plaza Basement. In the event you cannot reach a designated shelter area in a timely and safe manner, it is recommended that you "shelter in place" by moving to the lowest level and smallest room located in the center of the structure. An interior closet or bathroom is generally a good location. Use what you have to shield your hands and face from flying debris. Put as much space between you and exterior walls as possible and stay away from windows. Never take shelter in a half that opens to the south or the west. Do not leave your shelter in place location until you are sure the danger has passed. A basement is considered the safest location in severe weather and locations on campus with accessible basements are limited http://administration.uco.edu/documents/dps_tornado/SheltersForWeb2009.pdf

Map of Emergency Shelters on campus:

UCO COPYRIGHT POLICY:
Copyright law information is provided to you per the TEACH Act through the following websites:
UCO Department of Information Technology web page on Copyright, Intellectual Property Rights and Licensing Issues
UCO directs students to legal downloading sites.
UCO POLICY FOR USE OF COPYRIGHTED MATERIALS

Have a great semester!

The University of Central Oklahoma Student Information Sheet and Syllabus Attachment has been developed through a cooperative effort between the Continuous Improvement Team and the Office of Academic Affairs.