



<http://www.dmacc.edu>

Campus Name: Ankeny

Course Title: Field Training & Operations

Course Number: WTT 114

Section Number & CRN: 32031

Instructor Information

Name	James Fitzpatrick
E-mail Address	jdfitzpatrick@dmacc.edu
Phone Number	515-965-7363
Fax Number	
Office Location	3E 118
Office Hours	By appointment
Instructor Introduction	
Instructor Web Page Address	
Blackboard	https://secure.dmacc.edu/myonlinelearning/login.aspx

Course Information

Semester & Year	Summer 2015
Date Syllabus Created and/or Revised	5/15
Days & Time & Location	T R 3E 101 7:50-12:30
Course Description & Credits	http://www.dmacc.edu/courses/crsrod.asp
Prerequisites	WTT 103
Course Competencies	https://go.dmacc.edu/competencies
Course Overview	Wind turbine safety training
Study Tips	
How the Course Fits into the Curriculum	

Textbooks & Materials

Required Textbooks & ISBN	ISBN-13 978-0-920855-0304 AND ISBN-13 978-0-920855-36-2 USED BOOKS: I will look over your books before we have our first assignment. You may not use books that have writing or answers in them.
Required Materials	Pencil, pen, paper, calculator, Climbing PPE
Optional or Recommended Books/Materials	NA
Software Applications	NA
Software Notice	"All the software used in this class is copyrighted; therefore, it is not for distribution, copying, or personal use. This software is the property of Des Moines Area Community College."

Course Policies

Attendance	<p>Participation and attendance is required. If you do not attend you grade will suffer. -1 class = 10 point deduction. -2 classes =20 point deduction. -3 classes = 30 point deduction. -4 classes = -40 point deduction If you miss 5 or more classes = 50 point deduction and you will receive an F for the class and you will have to retake it.</p> <p>Entering the classroom late is unacceptable! If you are late the in class assignment will be 0 points. If you are more than 5 minutes late three times or more I will fill out a disciplinary action form and you will meet with the counselor.</p> <p>We will be taking announced quizzes and we will also have pop quizzes. The pop quizzes will not be made up if you are one minute late or absent that day.</p> <p>Review phone policy on separate sheet.</p>
Grade	<p>90-100 A 80-89 B 70-79 C 60-69 D</p> <p>Below 59 F</p>
Classroom Conduct	<p>https://go.dmacc.edu/handbook</p>
Missed Exams	<p>A mandatory 40% will be given to a missed exam if I am not notified before the start of class. If a test is misses you will receive a 10% deduction no matter what. Missed or late quizzes will result in a mandatory 40% deduction. You have 6 days to make up your test at the testing center or you will receive a 0. Final test you will have only one day to make it up or it will be a 0.</p>
Late Assignments	<p>A 30% deduction per class day will be enforced. Six days later the assignment is handed in it will be a 0.</p>
Extra Credit	<p>none</p>
Study Expectations	<p>Come prepared for class. Unannounced quizzes will not be made up. TAKE NOTES</p>

Weather Policy	<p>“Individual circumstances such as health, childcare, rural roads, distance from the College, etc. can vary greatly among students and staff. It is always DMACC’s goal to provide safe learning conditions, as well as provide the opportunity for students to attend classes when the vast majority is able to safely attend. The final decision to come to College can only be made by the individual student based on their specific extenuating circumstances that may make it unsafe for them to travel. During adverse weather, DMACC faculty is considerate of students who are unable to attend classes due to unique extenuating circumstances. It is the responsibility of each faculty member to notify their students (in addition to their dean or provost) through some predetermined means if they are must postpone or cancel a specific class due to weather or illness.”</p>
Class Cancellation Procedure	Sign up for RAVE.
Academic Dishonesty/Plagiarism	<p>It is important for you to be familiar with and follow DMACC’s Academic Misconduct policy. Students are encouraged to review DMACC’s Academic Misconduct Policy on-line at https://go.dmacc.edu/handbook/polprocedures/pages/academic_misconduct.aspx or in the DMACC Student Handbook.</p> <p>If you are caught cheating in the classroom or outside the classroom you will receive an F for the class.</p>
Course Specific (lab) Safety Procedures	
DMACC Information	
Instructor Home Pages	http://www.dmacc.edu/instructors
Add/Drop Dates	https://go.dmacc.edu/registration/pages/add_drop.aspx
Refund Policy	https://go.dmacc.edu/registration/Pages/refund.aspx
Support Services	
Services for Students with Disabilities	<p>https://go.dmacc.edu/student_services/disabilities Any student with a documented disability who requires reasonable accommodation should contact the Disability Services Coordinator at 515-964-6850V or hlcoon@dmacc.edu or the counseling & advising office on any campus to apply for services.</p>
Course Syllabus	

DISCLAIMER: “This syllabus is representative of materials that will be covered in this class; it is not a contract between the student and the institution. It is subject to change without notice. Any potential exceptions to stated policies and requirements will be addressed on an individual basis, and only for reasons that meet specific requirements. If you have any problems related to this class, please feel free to discuss them with me.”

NONDISCRIMINATION POLICY: Des Moines Area Community College shall not engage in or allow discrimination covered by law. This includes harassment based on race, color, national origin, creed, religion, gender, sexual orientation, age, and disability. Veteran status in educational programs, activities, employment practices, or admission procedures is also included to the extent covered by law. Individuals who believe they have been discriminated against may file a complaint through the College Discrimination Complaint Procedures. Complaint forms may be obtained from the DMACC Web site, the Ombudsperson, Judicial Officer, Human Resources Department, the campus Provost's Offices, and Academic Deans' Offices.

Students who wish additional information or assistance may contact the **Executive Dean, Student Services, Laurie Wolf**, Bldg. 1 on the Ankeny Campus, 515-964-6437 or the **Judicial Officer, Debbie McKittrick**, Bldg. 1 on the Ankeny Campus, 515-964-6574 or they may refer to Student Services procedure ES 4645 located at https://go.dmacc.edu/student_services/int. Click Policies & Procedures.

Employees and applicants who wish additional information or assistance may contact the **EEO/AA Officer, Dr. Sandy Tryon**, Human Resources, Bldg. 1 on Ankeny Campus, 515-964-6301 or refer to HR Procedures 3000, 3005, 3010, 3015, and 3020 at <http://www.dmacc.edu/hr/hrpp.asp>

Program Development/Academic Support Services Director, Sharon Bittner, is the official Student Accommodation Office/Section 504/ADA Coordinator for DMACC. The ADA Coordinator's office is located in Bldg. 6-10e on the Ankeny Campus and may be contacted by voice (515-964-6857) or sgbittner@dmacc.edu. The ADA Coordinator is responsible for ensuring that the college complies with federal regulations that guarantee qualified students with disabilities equal access to all programs and services. Any student, faculty, or staff member may contact the ADA Coordinator's office for clarification of federal regulations, appeal of a grievance, or resolution of a disability-related problem.

Syllabus Addendum

To access additional information related to DMACC policies and procedures that impact the classroom (i.e. use of technology, weather-related cancellations, classroom conduct, etc.), the DMACC student handbook, registration information (including add/drop dates and refund dates), student service information (including counseling and advising), the DMACC academic calendar, and campus-specific resources (i.e. Academic Achievement Center, library, computer, labs, etc), go to <https://go.dmacc.edu/handbook> and click “Syllabus Addendum” in the left navigation.

If you do not have access to a computer and need a printed version of any of the information described above, contact your instructor.

CELL PHONE POLICY
JAMES FITZPATRICK

In accordance with DMACC's phone policy, please refrain from using your cell phone during class. Please make sure the ringer is off at all times during class. If you have any reason for the need to have your phone on vibrate during class I need to know before class starts. We take breaks every hour so that would be a good time to use your phone. You may use your phone in the hallway or outside. Do not take phone calls in the classroom during break.

You may not read or send texts during class. If this problem persists I will fill out a code of conduct form. If it still remains a problem you will have to talk to the counselor and/or Scott Ocken.

It is disrespectful to the other students and the instructor when there is any kind of distraction during class.