**Course ###**

**Drug Use and Drug Use Disorders**

**Syllabus/Course Information**

**Fall XXX**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **INSTRUCTOR:** | **G XXX** | |  | **E-MAIL:** | **XXX** |
| **OFFICE:** | **XXX** | |  | **PHONE:** | **XXX** |
| **OFFICE HOURS:** |  | **Monday XXX**  **Tuesday XXX.**  **Wednesday XXX**  **Thursday XXX**  **Friday XXX** | | | |

**A. Communicating with your instructor:**

The preferred method of communicating with your instructor is through the mail element of My Blackboard. I usually respond within 24 hours Monday-Thursday and by the next business day Friday-Sunday. If you need an appointment you may call **XXX** at phone ###.

**B. Course Description**:

This is a Blackboard course (internet). There are no scheduled on campus class meetings. This coursecovers current data and studies in addiction, including practical information and interviews from staff members and clients in facilities offering substance use disorder treatment. The information is designed to give insight into the complex fields of substance use disorders, compulsive behaviors, treatment, recovery and prevention. The course is richly supported with articles and links to provide a variety of perspectives on addiction and treatment with interviews with individuals who have a substance use disorder to give a sense of what persons with addictions experience. The course meets alcohol and drug specific course content required by the (agency name) meeting state Licensed Chemical Dependency Counselor (LCDC) requirements.

**Course Instructions:**

*This is an internet course, there are no class sessions.*

* Log on to MyBlackboard
* Go to [http://bb6. **XXX**](http://bb6.alvincollege.edu)
* Username = your WebAccess username
* Password = college
* Click OK
* Experiencing log in problems? Call phone ###

1. After reading assigned chapters, students should access [www.cnsproductions.com](http://www.cnsproductions.com/) (you may encounter problems using Netscape). The website will instruct you to obtain “Acrobat Adobe Reader” if your computer does not have this program, double click on the symbol. This will allow your computer to access information in a readable format.
2. Click on **Students** and register. After registering you may log-in, **enter the access code and view the videos.** *The access code may change, if it does, the department will post an announcement on blackboard.* The current access code is **roadrunner.**
3. There are additional headings listed under Student. Please view them all to see what support best suits your needs.
4. Textbook Support is broken down by chapters. Each chapter is broken down into categories.
5. Click on the chapter and item of your choice or try each item to review what is available.
6. The Textbook Support offers a link to a crossword puzzle for each chapter; you may take a self-test by completing the crossword puzzle. This is a practice exercise and your score will not be used for your course grade.
7. **When you are ready to take your test for a grade**, go to the Assessments icon on *My Blackboard* and double click. Here you will find all of your exams including an A and a B format for each of the three exams. Select the test you wish to take. Once you have clicked on the test, you will see the dates the test is available and the time limits. Questions may be answered in any order. You may revisit questions after you have answered them. *You must save your answers and you must click submit when you are finished.* You may view your score upon completion.In addition there is a section on troubleshooting if you are experiencing difficulties with the Internet configurations.
8. You may take both A and B for each of the exams; the higher of the two scores will be accepted as your exam grade. The computer pulls questions from a test bank provided by the textbook publisher and randomly selects questions for each exam. Consequently exams will vary from student to student.
9. If you have any questions about testing, please call **XXX** @ ######, or you may e-mail her at  **XXX**. You also may contact me @ ####### or by e-mail @ **XXX**

It is a requirement that you contact your instructor each week with learning progress reports and that you interact using the discussion board on the material you have read. This is a non-content graded requirement with the purpose of giving the student the opportunity to communicate with other students taking this course.

**C. Course Goals and Objectives:**

This course concentrates on the pharmacology and neurochemistry of alcohol, and drugs, and other behaviors as well as discussions of these substances and behaviors in their historical, social and psychological contexts.

1. Introduce the student to different drug classifications, what their uses are, and how these drugs affect us.

2. Give a historical and pharmacological summarization of the drug classes.

3. Review reasons for drug use.

4. Examine goals of drug treatments, options, and recovery for people who use drugs or have substance use disorders.

5. Explore the relationship between mental illness, substance use, and use disorders in context of approaches to treating clients with dual diagnoses.

**D. Methodology:**

This is a Blackboard course (internet). Couse consists of on-line communications, the discussion board, video links through the publisher’s textbook support, self-tests, and on-line examinations through My Blackboard.

**E. Prerequisites**:

**XXX**

**F. Class Attendance Policy:**

MyBlackboard (internet) students are required to contact their instructor at least one time every two weeks, provide a status update regarding their readings and make regular postings on the discussion board. Failure to log on to MyBlackboard for which the student is officially registered will result in a failing (F) grade. Regular attendance is expected. If an absence is unavoidable, the student is responsible for completing all work missed during the absence. Students unable to attend should contact their instructors as soon as possible concerning the absence.

**G. Textbooks**:

Uppers, Downers and All Arounders, 7th Ed., W. E. Cohen & D. S. Inaba, CNS Publications, Inc. ISBN 9780926544307. This textbook can be purchased at the ACC bookstore. Bookstore hours can vary during holidays so please call the bookstore at ###### for more information. The textbook can also be purchased online and mailed directly to your residence from: [http://www. **XXX**](http://www.alvinccstore.com/)

**H. Additional Materials:**

None

**I. Assignments, Exams and Grading Summary:**

There are three (3) exams. Your final grade will be the average of your three exams. Each exam will come in two forms: Form A and Form B. When you take a test, click on form A first; for example Exam 1-A. If you are not happy with your score, you may take form B in order to try to improve your score. Form B consists of different questions from the same reading material.

Must be completed by:

Exam 1 will cover chapters 1, 2 and 3 **XXX**

Exam 2 will cover chapters 4, 5, and 6 **XXX**

Exam 3 will cover chapters 7, 8, 9, and 10 **XXX**

**J. Grading Scale:**

|  |  |
| --- | --- |
| **Points** | **Grade** |
| 100-90 | A |
| 89-80 | B |
| 79-70 | C |
| 69-60 | D |
| 59 or less | F |

***I.…..Incomplete.*** *No Incompletes or “I” grades will be given except for extreme circumstances. If an “I” grade is assigned and the course work is not completed by the pre-arranged time limit, this grade will convert to an “F”.*

***W….Withdrawal.*** *Students who file withdrawal requests by the published deadline will receive a grade of W.* *It is recommended that the student talk to the instructor before withdrawing. If a decision is made to withdraw, the student must start the process at the Enrollment Services Center, room A-100 or call them for information at #####, by the deadline. Failure to withdraw may result in a grade of F.*

**K. Late Course Work Policy:**

If you choose not to take your exams by the requested completion date there will be a 5 point deduction from your score *per exam* for late entries.

In order to receive a grade and credit for this course, the student must complete all three exams by **XXX**. Failure to complete the course work will result in and “F”.

**L. Exam Policy:**

You may take test forms A and B for each of the exams; the higher of the two scores will be counted as your exam grade.

**M. Classroom Protocol:**

It is the right of each student to participate in his or her learning, and it is the responsibility of each student to not interfere with the learning of other students. Policies governing the classroom are provided in the **XXX** student Handbook and students who repeatedly violate one or more of these policies will be subject to disciplinary action.

**N. Disclaimer:**

The instructor reserves the right to modify this syllabus as needed and will notify the students of any changes using the **XXX** e-mail or MyBlackboard e-mail or announcements.

**O*.* Expectations:**

1. *Students are expected to obtain a textbook and send the instructor an e-mail by the second week of class stating that they have read this syllabus and schedule and understand what is expected of them. Include your first and last name and student ID number in the e-mail.*
2. *Students are expected to allocate a minimum of 10 hours per week on textbook readings, interacting with course materials, participating in class discussions, and completing assignments, quizzes and exams.*
3. *Students are expected to use the computers in the* **XXX** *computer Labs or have a workable computer that can access the course website/MyBlackBoard. Having a slow Internet connection or a disruption in Internet access service at home or any other technical problems on the student’s side are NOT acceptable excuses for late work.*

**P. ACADEMIC SUCCESS AND SUPPORT SERVICES:**

1. Computers are available for use by all registered students in any of the 23 computer labs, including the Cyber Lab, room A-173. ***Hours may vary for the summer session, please call in advance*** **XXX** or check the ACC website for more information about all **XXX** computer labs.

2. The Library website: [http://www. **XXX**](http://www.alvincollege.edu/library/default.htm)

3. The Learning Lab and Writing Center, A-235, is for help with writing assignments, tutoring, exams, and additional computer access: [http://www. **XXX**](http://www.alvincollege.edu/resources/learning_lab.htm)

4. MyBlackboard -Any technical problems or issues with MyBlackboard should be directed to the Distance Education Department at de@alvincollege.edu. Include your first and last name, student ID number and a description of the problem. Students will not be penalized if there is an interruption in MyBlackboard service and the instructor is notified of such an issue by the Distance Education Department.

5. WEBACCESS, Passwords or Computer Labs- contact the IT Dept. Help Desk at **XXX**

**Q. AMERICANS WITH DISABILITIES ACT**:

**XXX** complies with ADA and 504 Federal guidelines by affording equal access to individuals who are seeking an education. Students who have a disability and would like classroom accommodations must register with the Office of Disability Services, A 136, phone ###. Instructors are not able to provide accommodations until the proper process has been followed.

**R. CODE OF ACADEMIC INTEGRITY AND HONESTY**:

Students at **XXX** College are members of an institution dedicated to the pursuit of knowledge through a formalized program of instruction and learning. At the heart of this endeavor, lie the core values of academic integrity which include honesty, truth, and freedom from lies and fraud. Because personal integrity is important in all aspects of life, students at **XXX** College are expected to conduct themselves with honesty and integrity both in and out of the classroom. Incidents of academic dishonesty will not be tolerated and students guilty of such conduct are subject to severe disciplinary measures.

**S. Behavioral Intervention Team (BIT) – Letting someone know:**

The Behavioral Intervention Team (BIT) at **XXX** College is committed to improving community safety through a proactive, collaborative, coordinated, objective and thoughtful approach to the prevention, identification, assessment, intervention and management of situations that pose, or may reasonably pose, a threat to the safety and well-being to the campus community.

College faculty, staff, students and community members may communicate concerns to the BIT by email, [BIT@ **XXX**](mailto:BIT@alvincollege.edu) , or through an electronic reporting option located on the BIT page of the college website, [www. **XXX**](http://www.alvincollege.edu/bit) .