

**Clarendon College**  
**PHED 1304**  
**Personal/Community Health**  
CLARENDON COLLEGE  
Division of Science & Health

**Course Name:** PHED 1304 Personal/Community Health

**Credit Hours:** 3

**Semester:** Spring 2026

**Classroom Location:** Online

**Instructor:** Mark James

**Phone:** 806-874-4833

**Email:** mark.james@clarendoncollege.edu

**Course Description:**

This course will review Principles of personal health needs, community health, and sanitation. Policies and recommendations from local, state, and federal health agencies will be evaluated and reviewed. This course uses Moodle as its only course management program. All instructions, tutorials, exams and assignments are provided at the course website. All assignments are submitted there. Due dates for all assignments are listed on the "Course Schedule" at the end of the syllabus. Most communication between you and your instructor and fellow classmates will be handled in the Moodle through the "Message" feature and discussion forums. You will be able to log in to the course website once you have registered for the course and once you have been added through the course website. The course website will be available for you by the first day of the semester. If you register late, you will generally have access to the course within 24 hours after you register. In order to be successful in completing this 3-credit hour course, you should plan to spend between 6-9 hours per week on the course.

The information explaining how to log in to the course website can be obtained by going to Clarendon College's home page, and clicking the Online Classes button. If you have any further difficulty logging in, email our help desk at: administrator@clarendoncollege.edu

**Statement of Purpose:**

This class partially satisfies the requirements for an Associate Degree at Clarendon College and is designed for transfer to a senior college.

**Required Instructional Materials:** Textbook:

No Textbook Required

**Student Requirements:**

Students are required to complete all assignments and tests by the dates listed on the Moodle page and in the course outline (outline is posted in the Quick Links section of the Moodle page). Also, please follow all the instructions listed in the Moodle Units. The assignments must be submitted in proper format and I must be able to open the files. If I am not able to open any file, you will receive a zero for that assignment.

**Methods of Instruction:**

- Discussion
- Written Assignments
- Exams

**Course Objectives:**

- Critical thinking skills – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- Communication skills – to include effective written, oral, and visual communication
- Social responsibility – to include intercultural competency and the ability to engage effectively in regional, national, and global communities

**Learning Outcomes:**

- Identify current health problems faced by many Americans
- Explain some of the challenges that affect your psychological health
- Describe methods used to prevent stress and anxiety.
- Evaluate ways to improve your current diet.
- List and describe some ways to improve your current level of physical activity.
- Evaluate the way that the media portrays body image in today's society.
- Identify the negative effects of drug addiction
- Identify and describe the negative effects that alcohol has on our society.
- Explain ways cyberbullying affects our society.
- Describe ways you can prevent or delay the onset of chronic diseases
- Evaluate the cost of health care in the United States.
- Identify and explain the reasons why people in some areas of the world are living longer than people in other areas.

**Grading Policies:**

You will receive a grade in this class based on the following:

- Discussion Forums - 60%
- Written Assignments - 20%
- Tests - 20%

The final semester grades will be figured as set in the current catalog:

90 to 100 = A; 80 to 89 = B; 70 to 79 = C; 60 to 69 = D; below 59 = F

A student's final grade will be made available through the Student Portal which is available to access from the Clarendon College's website. Assume that any activity you do not complete is a zero.

**Classroom Policies:**

All assignments must be completed on time. Please let me know in advance if you will miss any class.

**Online Attendance Policy:**

Weekly attendance is mandatory in all online courses. Students are expected to log into their online course(s) at least twice a week and complete one discussion forum assignment each week. Progress towards satisfactory completion of weekly assignments is expected on a weekly basis. No progress could jeopardize good standing and financial aid.

**My personal attendance policy:**

For this course, I will submit an attendance report each Tuesday morning. Each student must complete a discussion forum assignment each week. Students who are following the online attendance policy are marked "present." Students can be placed on academic probation or lose financial aid for chronic nonattendance or failure to progress through the course assignments.

**Dropping a Course:**

A student who is enrolled in a developmental course for TSI purposes may not drop his/her only

developmental course unless the student completely withdraws from the college. A student may drop any other course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar. The request for permission to drop a course is initiated by the student by procuring a drop form from the Office of Student Services. (Refer to other policies concerning this issue in the current college catalog online.) Remember, a student is only allowed to drop the same class twice before he/she will be charged triple the tuition amount for taking the class a third time or more. Furthermore, beginning with the Fall 2007 semester, students in Texas may only drop a total of 6 courses throughout their entire undergraduate career. After the 6, he/she will no longer be able to withdraw from any classes.

**Withdrawal from College:**

When a student finds it necessary to withdraw from school before the end of the semester, he or she should obtain a withdrawal form from the Office of Student Services. Students may also withdraw from the college by sending a written request for such action to the Registrar's Office. The request must include the student's signature, the student's current address, social security number and course information details. Students who withdraw after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar will be assigned a grade of "W."

**Academic Integrity Policy:**

Clarendon College is committed to a philosophy of honesty and academic integrity. It is the responsibility of all members of the Clarendon College community to maintain academic integrity at Clarendon College by refusing to participate in or tolerate academic dishonesty. Any act of academic dishonesty will be regarded by the faculty and administration as a serious offense. Academic dishonesty violations include, but are not limited to: (1) obtaining an examination, classroom activity, or laboratory exercise by stealing or collusion; (2) discovering the content of an examination, classroom activity, laboratory exercise, or homework assignment before it is given; (3) observing the work of another during an examination or providing answers to another during the course of an examination; (4) using an unauthorized source of information during an examination, classroom activity, laboratory exercise, or homework assignment; (5) entering an office, classroom, laboratory, or building to obtain unfair advantage; (6) taking an examination for another person; (7) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person; (8) altering grade records; (9) using any unauthorized form of an electronic communication device during an examination, classroom activity, or laboratory exercise; and/or, (10) plagiarism. (Plagiarism is defined as the using, stating, offering, or reporting as one's own, an idea, expression, or production of another person's work without proper credit. This includes, but is not limited to, turning in a paper purchased or acquired from any source, written by someone other than the student claiming credit, or stolen from another student.) Students are responsible for reporting known acts of academic dishonesty to a faculty member, the program coordinator, the associate dean, and/or dean. Any student with knowledge of a violation who fails to report it shall him/herself be in violation and shall be considered to have committed an act of academic dishonesty. Additionally, any student who reports him/herself in violation of this code before it is likely that another might consider this possibility will be understood as repentant and acting in good faith. Though the confession will not excuse the student for the violation, the confession will be considered and the violation should not result in suspension from school except in the most extreme cases. While academic integrity and honesty are the responsibility of the individual student, each individual faculty member, teaching assistant, and/or laboratory instructor is responsible for classroom management and for maintaining ethical behavior within the classroom and/or laboratory. Faculty who

discover or suspect a violation should discuss the matter with the suspected violator(s) and attempt to resolve the case at that point. In cases of convincing evidence, the faculty member should take appropriate action. The faculty member and student should complete a Counseling Sheet regarding the violation. (The Counseling Sheet should contain at a minimum the date and time of the violation, the course, the instructor's name, the student's name, an explanation of the infraction or facts of the case, and the resolution to the incident.) This form should be signed by the student, faculty member, program coordinator, and the Vice President of Student Services. The Vice President of Student Services will maintain a file on all violations. If a faculty member prefers to report the case directly to the Vice President of Student Services, it remains his/her prerogative to do so. Additionally, if the faculty member and the accused student cannot reach a resolution or if the faculty member believes that suspension from school is the only fair sanction, the case should immediately be reported by the faculty member, in writing, to the Vice President of Student Services. If the Vice President of Student Services observes any trends in student behavior which involve more than one violation or act of academic dishonesty, the Dean is responsible for notifying all faculty members involved, for contacting the student(s) involved, and after consultation with the faculty member(s) involved for taking the appropriate action. The Vice President of Student Services is responsible for the timely notification (normally within two weeks) to all parties of an action taken. Students wishing to appeal a disciplinary decision involving academic integrity or acts of academic dishonesty may do so through the Student Appeals and Grievance Procedure.

**Withdrawing from (Dropping) the Course:**

If you decide that you are unable to complete this course or that it will be impossible to complete the course with a passing grade, you may drop the course and receive a "W" on your transcript instead. (The last day to drop a course is available on the Academic Calendar, located at the Student link on the Clarendon College website.) Withdrawal from a course is a formal procedure that you must initiate. If you do not go through the formal withdrawal procedure, you will receive whatever grade you have earned. Whether to drop a class or not requires a lot of thought. According to Texas state law a student is only allowed to drop the same class twice before he/she will be charged triple the tuition amount for taking the class a third time or more. Furthermore, beginning with the Fall 2007 semester, students in Texas may only drop a total of 6 courses throughout their entire undergraduate career. After the 6th dropped class, he/she will no longer be able to withdraw from any classes.

**Accommodations Statement:**

Clarendon College provides reasonable accommodations for persons with temporary or permanent disabilities. Should you require special accommodations, notify the Vice President of Student Services. We will work with you to make whatever accommodations we need to make.

**Student Rights and Responsibilities:**

Student Rights and Responsibilities are listed on the College website at:

<http://www.clarendoncollege.edu/Resources/Student%20Services/StudentRightsResponsibilities.pdf>

The role of Clarendon College is to encourage individuals of all ages to develop their skills and talents based on their abilities and interests, so that collectively they may contribute to the growth and development of this democracy. College policies, procedures, and regulations are formulated to promote an appropriate teaching and learning environment where each student has the freedom to learn and where the constitutional rights of others are protected. The concept of rights and freedom, no matter how basic or widely accepted, carries with it corresponding responsibilities. Students, as well as other members of the college community, enjoy the same constitutional and civil rights guaranteed all citizens; at the same time, they are subject to the laws of the nation, the State of Texas, and the local

community. All members of the college community have a strong responsibility to protect and maintain an academic climate in which the freedom to learn can be enjoyed by all. To this end, certain basic regulations and policies have been developed to govern the behavior of students as members of the college community.

Violations of student conduct regulations will be handled through the Office of the Vice President of Student Services. Violations of federal, state, and/or local laws make a student subject to civil or criminal action in addition to disciplinary action by the College. Each student is responsible for knowing the policies and regulations of the College.

**Freedom of Expression:**

The rights of free speech and peaceable assembly are fundamental to the democratic process. The College supports the rights of students of the college community to express their views and opinions on actions or ideas, to associate freely with others, and to assemble peacefully. Whether expressing themselves as individuals or in organized groups, members of the college community are expected to conduct themselves responsibly, according to law, and to respect the basic educational goals of the College. Accordingly, the College insists that free expression not violate the rights of others. Disruption of the educational process and functions of the College, or violation of law, would constitute such a violation. Students wishing to assemble must complete an official request with the Vice-President of Student Services. The institution reserves the right to determine the time and location of such assemblies in order to ensure that the educational process is not disrupted. The use of amplified equipment is prohibited in student assembly and speech. The institution will not tolerate hate speech, defined as "...the lewd and obscene, the profane, the libelous, and the insulting or 'fighting' words – those which by their very utterance inflict injury or tend to incite and immediate breach of the peace." (Chaplinsky vs State of New Hampshire, 315 U.S. 568, 1942)

**Freedom of Access:**

Within the limits of its resources, Clarendon College shall be open to all applicants who are qualified according to current admission requirements. Clarendon College does not discriminate on the basis of race, creed, color, national origin, mental or physical disabilities, age, or sex in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, and educational services, programs, and activities.

**Freedom of Association:**

Students are free to associate to promote their common interests. They have the right to seek, through official procedures, and establish organizations of their choosing so long as such are not in conflict with the educational purposes of the College. Students have the right to affiliate with officially recognized campus organizations of their choice, within the requirements of those organizations relative to membership.

**Academic Rights of Students:**

The College has the responsibility of providing a program of quality education in keeping with its financial resources; students have protection through campus-designed procedures against prejudiced or capricious academic evaluation. Student performance shall be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards. Students are responsible for completing their academic program, being familiar with all requirements of the College Catalog, and for maintaining their grade point average for degree requirements.

**Student Records:**

Student records are maintained in confidence and in compliance with the Texas State Library and

Archives Commission retention schedule. Student records are used to promote the instruction, career development, guidance, and educational progress of the student. In accordance with the Family Educational Rights and Privacy Act of 1974, Public Law 93-380, as amended, the student has access to specific information contained in his or her official records as specified by that act. Student records may be released to other persons, agencies, or institutions with a demonstrated interest in the student only if a written release has been signed by the student. College staff shall have access to student records when there is a demonstrated educational interest in the student.

**Student Participation in Institutional Decision-Making:**

The primary route of Clarendon College students in decision-making is through participation in the Student Government Association (SGA). Students also may be invited to serve on one of the various institutional committees. Student opinion of food services, student housing, student activities, etc., are gathered from a number of surveys. All student input, whether it be through organized clubs, committees, or questionnaires, is given serious consideration as suggestions for change in and improvement of the College.

**Student Responsibilities:**

The Board of Regents of Clarendon College expects employees, students, visitors, and guests of the College to accept the following responsibilities:

- (1) Compliance with and support of duly constituted civil authority,
- (2) Respect for the rights of others and cooperation to ensure that such rights are maintained, whether or not one agrees with the views of those exercising such rights.
- (3) Cooperation to ensure that the will of the majority is implemented after due consideration, but not to include the suppression of the minority,
- (4) To exercise disagreement in a responsible manner and within a framework compatible with the orderly resolution of differences.
- (5) Knowledge of and active support of college regulations.
- (6) A person who is required to register under the Code of Criminal Procedures 62.152 must register not later than the seventh day after the date on which the person begins to attend school to the Director of Student Life as well as any other local law enforcement agencies as required by Chapter 62, Code of Criminal Procedure.

**Tentative Course Schedule:**

The course schedule is subject to change. If changes are made, you will receive a message from me as well as in your Bulldog email. I will also change the course schedule itself to reflect any changes made.

Don't forget that the highlighted activities are attendance activities and must be submitted by the due date listed, in order for you to be counted "in attendance" for this class.

**Spring 2026 Course Schedule:**

Unit date: To be completed:

UNIT 1:

All assignments in this unit must be submitted to Moodle by May 11th at 5:00 PM (CST)

1. Complete required readings

2. Complete graded discussion forums

How was the first week of class- due 01/22 (for attendance purposes only)

Chapter 1 Discussion- due 01/29 (for attendance purposes only)

Chapter 2 discussion- due 01/29

Chapter 3 and 4 discussion due 01/29

3. Complete written assignments due 02/02 (for attendance purposes only)

4. Exam due 02/09 (for attendance purposes only)

UNIT 2: 5. Complete test

All assignments in this unit must be submitted to Moodle by May 11th at 5:00 PM (CST)

1. Complete required readings

2. Complete graded discussion forums

How was this week of class- due 02/16 (for attendance purposes only)

Chapter 5 Discussion- due 02/16

Chapter 6 discussion- due 02/16

Chapter 7 and 8 discussion due 02/16

3. Complete graded written activity due 02/23 (for attendance purposes only)

4. Exam due 02/23

UNIT 3: 5. Complete test

All assignments in this unit must be submitted to Moodle by May 11th at 5:00 PM (CST)

1. Complete required readings

2. Complete graded discussion forums

How was this class- due 03/17 (for attendance purposes only)

Chapter 9 Discussion- due 03/24

Chapter 10 discussion- due 04/01 (for attendance purposes only)

Chapter 11 discussion due 04/07 (for attendance purposes only)

3. Complete written activities due 04/10 (for attendance purposes only)

4. Exam due 03/30 (for attendance purposes only)

5. Complete test

UNIT 4:

All assignments in this unit must be submitted to Moodle by May 11th at 5:00 PM (CST)

1. Complete required readings

2. Complete graded discussion forums

Chapter 13 Discussion- due 04/17 (for attendance purposes only)

Chapter 15 discussion- due 04/23 (for attendance purposes only)

Final Comments and Discussion due 04/30 (for attendance purposes only)

3. Complete written assignment due 05/05 (for attendance purposes only)

4. Exam due 05/12

5. Complete test

• Remember that all work must be submitted by 5:00 PM (CST) on May 11th.

There will be no extensions given.

Please keep up with your assignments. Feel free to work ahead. Please let me know if you have any questions. [mark.james@clarendoncollege.edu](mailto:mark.james@clarendoncollege.edu)