

Fall 2009

Course Specific Contingency Plan

FOUN 3100

T/Th 5:00-7:50

Dr. Jill Salisbury-Glennon

1. Students enrolled in the course have submitted a list of the names of two other persons in the course whom they will contact to make sure that they receive all class notes and information distributed in class in the case of their absence from class. In addition, the course instructor, Dr. Jill Salisbury-Glennon has stated to the class that they are welcome to contact her as well, particularly in the case in which neither of these two other individuals were able to attend class either due to illness etc.

“Buddy List”

Kerry Adkins- Kiera Averett, Mary Katherine Fohrell

Kiera Averett- Kerry Adkins, Kayla Vernon

Brittany Ballard- Kayla Vernon, Bria Pete

Frances Braswell- Bria Pete, Taylor Swann

Ashley Buckelew-Bria Pete, Mary Katherine Fohrell

Bonnie Burns- Christy Jones, Alison Chamberlin

Katrina Cargile- Taylor Swann, Brooke Roper

Alison Chamberlin-Christy Jones, Jenna Mc Pherson

Courtney Davis-Christy Jones, Jenna McPherson

Julia Drews- Katherine Anne Moulton, Rachel Bowman, Jennifer Pride

Emily Duke-Anna Whiddon, Courtney Davis

Christy Jones-Bonnie Burns, Courtney Davis

Catherine Anne Moulton-Jennifer Pride, Rachel Bowman

Bria Pete- Ashley Buckelew, Kayla Vernon

Jennifer Pride-Katherine Anne Moulton, Julia Drews

Jenna McPherson- Alison Chamberlin, Courtney Davis

Brooke Roper-Stu Brown, Katrina Cargile

Taylor Swann- Katrina Cargile, Rachel Bowman

Kayla Vernon- Brittany Ballard, Bria Pete

Anna Kaye Whiddon- Emily Duke, Rachel White

Rachel White- Anna Whiddon, Rachel Bowman

2. The following course contingency statement will be distributed to all students in the course:

If normal class and/or lab activities are disrupted due to illness, emergency, or crisis situation, (such as H1N1 flu outbreak) the syllabus and other course plans and assignments may be modified to allow completion of the course. If this occurs, an addendum to your syllabus and/or course assignments will replace the original materials.

3. In the event that the instructor, Dr. Jill Salisbury-Glennon should need to be absent from the class for any reason (e.g., illness, family emergency, etc) she will notify the Department Head, Sheri Downer, Sheryl Parker and Satrina Chapmen via E-mail. In addition, all students enrolled in the FOUN 3100 course will be notified via E-mail as soon as possible by Dr. Jill Salisbury-Glennon using the Class E-mail Function on the Blackboard Toolkit.

4. If the instructor should get behind in covering the course units listed on the course syllabus, due to her absence related to illness, family emergency etc.; she will make every effort to cover all course material as much as possible in the remaining classes. If it is not possible to cover all course material in the remaining classes, she may use one or more of the class days currently designated as a "Service Learning" day on the syllabus if absolutely necessary to ensure that all objectives of the course are covered. If a class designated as a Service Learning day is needed for a class session, all students will be notified of this in writing using the Class E-mail function in Blackboard Toolkit. Department Personnel including the Department Head, Sheri Downer, Sheryl Parker and Satrina Chapman will all be notified of this Addendum via E-mail using the Class E-mail function in Blackboard Toolkit as well.