

**SOUTH PLAINS COLLEGE**

**Levelland Campus**

**COURSE SYLLABUS**

**Fall 2020**

**COURSE TITLE: LNWK 1241**

**DISTRIBUTION OPERATIONS**

**INSTRUCTOR: Paul Harbin**

**OFFICE LOCATION: LE 104**

**AND PHONE/E-MAIL: 806-716-2285 pharbin@southplainscolle.edu**

**OFFICE HOURS: As posted**

**SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE**

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**GENERAL COURSE INFORMATION:**

Course Description: A study of the theoretical and practical operation of electric utility distribution systems. Topics include customer service voltages, capacitors, and coordination of protection equipment.

Course Learning Outcomes: The goals/objectives of this course are: Explain basic single-phase electrical systems. Explain three phase electrical system. Understand utility service operations. Learn safe working procedures around utility operations.

Course Competencies: Upon successful completion of this course, each student will have demonstrated through comprehensive examinations, with a score of 70% or better, a competent understanding of: Single and three-phase operating systems. Safe work practices. Line complaint and troubleshooting.

Academic Integrity: The attempt of any student to present as his or her own work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension. If you have a question as to whether you may work with other students on any assignment, ASK YOUR INSTRUCTOR.

Assignment Policy: All required work must be turned in on time in order that the student may benefit from the corrections and study for future examinations. Assigned outside work is DUE ON THE CLASS PERIOD ASSIGNED. The instructor has sole discretion as to whether late work is acceptable.

Attendance policy: Due to COVID 19, SPC is more interested in students completing required skills rather than attendance; therefore, Technical Education programs will be focused on knowledge and skills attainment rather than student attendance. In order to be flexible, Technical Education will not have an official attendance policy for Fall 2020. If a student has not participated in course(s) in any form for a minimum of 3 weeks **without any communication** from the student and is earning a solid "F", an administrative withdraw will be considered. Please contact student encouraging student to initiate a student withdrawal. After an additional week, faculty may initiate an administrative withdrawal.

**SPECIFIC COURSE/INSTRUCTOR REQUIREMENTS:**

Textbook and Other Materials: **An Introduction to Electric Power Distribution** - by Wayne Beaty - Alexander Publications

**Grading Policy/Procedure:**

\*Major Exams

**\*\*Daily Attendance**

\*Make-up tests may be administered at the discretion of the instructor; students are expected to be present and prepared for all announced examinations.

\*\*Attendance is taken daily and accrues three points per class attendance. A total of 100 points is possible.

COVID-19 Requirements: It is the policy of South Plains College for the Fall 2020 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. Such behaviors specifically include the requirement that all students properly wear CDC-compliant face coverings while in SPC buildings including in classrooms, labs, hallways, and restrooms. Failure to comply with this policy may result in dismissal from the current class session. If the student refuses to leave the classroom or lab after being dismissed, the student may be referred to the Dean of Students on the Levelland campus or the Dean/Director of external centers for Student Code of Conduct Violation.

Special Requirements: Safety Policy. Special Requirements: Safety Policy. Students should adhere to safety standards established in the SPC Student Handbook. Electrical energy can be potentially lethal. **Students will adhere to the safety policies set forth by the instructor to avoid any electrical contact.** No devices may be energized without instructor approval. **Further, those involved in pole climbing activities will adhere to the safety policies set forth by the instructor.** No climbing may be done without an instructor present. Any chemical hazards and appropriate MSDS safety practices will be covered by the instructor during the first class session if potential for exposure exists.

SPC Disability Statement Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) & Lubbock Center 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Diversity Statement: In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.