

VALENCIA COLLEGE

Introduction to Humanities Course Syllabus Fall Semester 2020

MESSAGE FROM YOUR PROFESSOR

What a thrill and privilege to teach you this semester! In this Syllabus, you will find course policies and information you need to successfully complete our class, as well as guidelines, on where to find any additional information. Read on!

PROFESSOR CONTACT INFORMATION

Joanna Nazario Grzechowiak

Preferred Contact Method: Canvas

Email: jnazariogrzechowi@valenciacollege.edu (not preferred)

Phone Number: 407-582-1079 (not preferred)

Office Location: Fall 2020 is held fully online

OFFICE HOURS

- Monday – Friday, 2:00 PM – 4:30 PM;
- Based on the need, individual Zoom appointments can be scheduled outside of that timeframe;
- Due to the pandemic, this semester I am not available for on campus appointments.

COURSE TITLE: HUM 1020. Introduction to Humanities.

COURSE DESCRIPTION

Basic introduction to humanities. Course focuses on central concepts, historical development and fundamental nature of philosophy, architecture, music, religion and art. Concepts from such disciplines are integrated with contemporary American culture.

PREREQUISITES: None

CREDIT HOURS: 3 credit hours

TERM: Full Term Fall 2020

CLASS MEETINGS: Online course. There are no synchronized class meetings.

IMPORTANT DATES

Drop/Refund Deadline: August 31

Graduation Application Deadline: September 11

Withdrawal Deadline to Receive "W": October 30

Final Exam: November 30 – December 9

Final Grades in Atlas: December 15

College Closed (Professor not Available): September 7, November 11, November 25-29

REQUIRED TEXTS

All materials will be provided for free in Canvas.

MAJOR LEARNING OUTCOMES

Through this course, students gain a new set of lenses to view the reality. They notice the connections and possibilities that have remained hidden. Students achieve that goal through engaged exploration of different cultures through time and space, as well as critical examination of the contemporary world and their place in it.

- Know: Students will be able to identify key concepts of philosophy, religion, literature, visual arts, performing arts, and architecture throughout the history;
- Think: Students will be able draw connections between various cultural phenomena and the contemporary American culture;
- Communicate: Students will be able to defend their own ideas while remaining respectful towards the opinions of others;
- Value: Students will be able to critically evaluate various concepts, and position themselves in the wider context of the human thought;
- Act: Students will be able to apply the skills and knowledge gained during the course to enhance their personal and professional development.

KEY AREAS COVERED

Time Periods

- Ancient Greece
- Ancient Rome
- Middle Ages
- Renaissance
- Scientific Revolution/Enlightenment

- Romanticism
- Modernism/Twentieth Century
- Now!

Areas of Humanities

- The Arts
- Philosophy
- Religion
- Literature
- Music
- Architecture

COURSE FORMAT & METHOD OF INSTRUCTION

While the course is taught fully online, some activities require coordination with other students and/or the professor. Course material is divided into learning modules. Opening and due date of each module are provided in Course Schedule (available in Canvas). In each module, students will acquire the necessary information, actively interact with the content, and reflect over what they have learned.

COMPUTER/EQUIPMENT REQUIREMENTS

Students should verify [computer software and hardware requirements](#) to ensure course work can be submitted successfully. Since all assignments are submitted through Canvas (unless otherwise noted), access to a computer or tablet are required for this course. Students are encouraged to download the [Student Canvas App](#) onto their mobile device.

Please use the first week of the semester to sort out any technical issues you might encounter. You can contact Valencia technical support for help: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8191>

LAPTOPS FOR STUDENTS USE: Valencia has purchased laptops to lend to students who may not currently have access to the technology necessary to be successful in an online environment. The laptops are available to students who have registered for classes. Go to <https://valenciacollege.edu/laptop> or call Enrollment Services at 407-299-5000, extension 1507 to request one; the laptop will be shipped to the student's home (or alternative delivery can be arranged).

TECHNOLOGY ACCESS/SKILLS

Students should demonstrate competence in the following areas:

- using a word-processing program (for example, Pages, MS Word, TextEdit) to type, revise, and edit your course assignments;
- using Canvas to submit assignments and upload file attachments;
- navigating the electronic library databases;
- using Skype and built-in Canvas chat;
- taking pictures and recording videos.

HOW AN ONLINE COURSE IS DIFFERENT FROM A FACE-TO-FACE COURSE

- It can feel overwhelming—especially in the first week. You’ve probably forgotten how ill-at-ease you felt when you first went to high school, but taking an online class for the first time is very similar. It takes a while to learn your way around the “virtual campus”.
- It fits more easily into your schedule. However, since you will do most of your work at home, it requires more self-discipline in setting aside time to study and participate in the course’s learning activities.
- As in any course in which you want to do well, this course will take more time than you expect.
- All reminders of when things are due are electronic. If you don’t access the course regularly, you may miss key assignments and due dates.
- You will collect, reflect on, and respond to information that you have gathered. In an online course, responsibility for learning rests equally on students and facilitators.
- It works best when you enjoy using technology and interacting with others online.

WHAT YOU WILL NEED TO BE SUCCESSFUL

- Access to a computer with a high-speed connection.
- Basic computer skills, such as navigating the course management system, and other computer programs. There is a slight learning curve so be sure to budget time in the first week of class to familiarize yourself with the class environment and learn how to navigate around it.
- An open-minded attitude, personal honesty, and a willingness to share your knowledge and ideas with others.
- The belief that online learning is more convenient, but not easier than face-to-face learning.
- The belief that quality learning can happen anytime and anywhere.

- An interest in self-reflection.

From: The Virtual Student by Palloff and Pratt

COURSE ASSIGNMENTS & GRADING

Total: 1000 points

Learning Modules: 800 points

Final & Midterm Exam: 200 points (100 points each)

Extra Credit assignments will be provided. Do not wait until the last moment to obtain extra credit, as there may be no extra credit opportunities at the end of the course.

GRADING SCALE

Your final grade is based on the total number of points you accumulated throughout the course.

Final grade requirements:

Points	Final Grade
900+	A
899-800	B
799-700	C
699-600	D
599-0	F

ATTENDANCE AND PARTICIPATION POLICY

All course communication is conducted through Canvas, and it is your responsibility to complete all learning activities during the scheduled timeframes listed in the course schedule, as well as check course announcements, and your Canvas course email daily.

Make sure to start working with the course material promptly, as you need to complete at least one graded course assignment before the drop/refund deadline as specified on the first page of this Syllabus. Failure to comply will result in withdrawal from the course as a no-show.

Open, honest, respectful, and inclusive discussions are essential for an optimum learning experience. You are expected to not only participate in class discussions, but you are also strongly encouraged to work collaboratively with your

classmates, using the tools provided in the course.

We are going to apply the principles developed by Valencia Peace and Justice Institute: **How We Treat Each Other**, Our Practice of Respect and Nonviolence (Appendix).

WITHDRAWAL POLICY

You have a chance to drop the class through Atlas during the drop/refund period (as specified on the first page of the Syllabus), and receive the refund. If you drop the class after the drop/refund period has ended, you will not receive the refund.

Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), a student who withdraws from class before the established deadline for a particular term (listed on the first page of this Syllabus) will receive a grade of "W" that will not be calculated into the student's grade point average.

In order to receive a "W" grade for this course, you must withdraw yourself. You can do that through Atlas. **I will not withdraw you.** If you miss the withdrawal deadline, you will receive a final grade (A, B, C, D, F), based on your performance in the course.

I reserve the right to disenroll a student from the course if a student demonstrates behavior that disrupts the instructional setting or is clearly disrespectful to the instructor or fellow students.

Students on Bright Futures scholarships who withdraw or are withdrawn from a class must pay the college for the cost of the class.

Note:

In order to academically maintain financial aid, students must meet all of the following requirements:

- Complete 67% of all classes attempted, and
- Maintain a Valencia GPA of 2.0 or higher, and
- Maintain an overall GPA of 2.0 or higher, and
- Complete degree within the 150% timeframe

Detailed information about maintaining satisfactory academic progress (SAP) can be found at:

http://valenciacollege.edu/finaid/satisfactory_progress.cfm

For a complete policy and procedure overview on Valencia Policy 4-07 please go to:

http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=75&volumeID_1=4&navst=0

MAKE-UP POLICY

Each module has a due date, and you should aim to complete all assignments by that due date. Should you experience an interference, the **Five Days of Grace** come to your rescue.

Five Days of Grace mean that each module (excluding the final exam module) will remain open for five days after its due date. During this time, you can submit any assignments you missed for any reason, with no penalty. The reasons include, but are not limited to, you being lightly sick, having a family emergency, experiencing technology issues, or difficulties related to the current situation. You do not need to present any documentation justifying your tardiness, as Five Days of Grace have you covered. Your assignment will be marked as late, but you are not going to receive a point cut.

After the Five Days of Grace have passed, no submissions will be accepted, regardless of the reason for not submitting the assignments, for example if you got lightly sick or had a family emergency during the Five Days of Grace, it does not count as an excuse. You should aim to complete assignments on time and use Five Days of Grace only if the true need arises.

One exception to this policy is prolonged illness or mental condition prohibiting the completion of the assignments in the set timeframe, including, but not limited to, the coronavirus. Shall any such situation occur, contact me as soon as possible, and we will set up an individualized plan to address your situation. You will need to submit the documentation of your case. I am here to support you and work with you in those difficult moments!

Five Days of Grace do not apply to the final exam, which can be made-up only if prolonged illness or mental condition prohibit the completion of the final exam. Unless it is an emergency, you need to present through documentation to support your case upfront, so that we can make appropriate arrangements.

ACADEMIC HONESTY

Each student is required to follow Valencia policy regarding academic honesty. All work submitted by students is expected to be the result of the student's individual thoughts, research, and self-expression unless the assignment specifically states "group project." Any act of academic dishonesty will be handled in accordance with Valencia policy as set forth in the Student Handbook and Catalog.

All work submitted for credit in this class must be the product of the individual student's own original thoughts supported and informed by appropriately documented and credited sources.

Exams and homework are considered individual effort; any submissions that are too similar for coincidence will receive no credit. Students may collaborate in group assignments. Collaboration should be used to edit or to clarify doubts. If anyone is involved in incidents of **cheating a zero will be given**. Each student is expected to be in complete compliance with the college policy on *Academic Honesty* as set forth in the admissions catalog and the student handbook. Any student(s) **cheating on an exam will receive a zero on the exam**. This cannot be replaced with the final score and the professor at his/her discretion can withdraw you from the class.

Plagiarism is the use of someone else's words, ideas, pictures, design, and/or intellectual property *without* the correct documentation and punctuation.

Plagiarism takes many forms: for example, turning in the *same essay* for *two different courses* is considered *self-plagiarism* and will result in a zero for the paper. You may legitimately wonder how anyone would ever know; this is one of the purposes of the plagiarism scan.

Caveat: Before you upload your document, confirm that you have attached the right file. A discrepancy will raise a red flag and prevent me from grading the piece on time.

Plagiarism is morally indefensible. Any assignment showing signs of plagiarism, either the

1. deliberate cut-and-paste of online or print sources,

2. the recycling of essays from previous classes,
3. essays written on behalf of the student by family members or friends, or
4. the result of inattention and incompetence
are considered plagiarized.

What happens if you plagiarize:

1. First offense: You get zero for the assignment.
2. Second offense: You are removed from the class with an F, the Dean of Arts and Humanities is notified, and a note is made in your record.

See the document *Avoiding Plagiarism in Canvas* for more information on how to avoid plagiarism.

STUDENT CONDUCT

VCC Expected student conduct: 10-03 Student Code of Conduct

Specific Authority:	1006.60, FS.
Law Implemented:	1006.60, FS.

Valencia College is dedicated to the advancement of knowledge and learning, and to the development of responsible personal and social conduct. By enrolling at Valencia, a student assumes the responsibility for knowing and abiding by the rules of appropriate behavior as articulated in the Student Code of Conduct. Students that do not obey the regulations may be subject to other disciplinary action, which may include a warning, withdrawal from class, probation, suspension, or expulsion from the college.

Students are required to:

- Complete assignments Canvas.
- Participate and contribute to all learning activities. Actively participate in all work, learning and discussions (including completing readings prior to discussions) related to learning activities.
- Be a positive student and teammate. Conduct yourself in a professional and scholarly way that will enable peers and faculty to perceive you as a positive role model.
- Apply the rules of Academic Honesty, Student Code of Conduct and Netiquette.

Link to Valencia's Student Code of Conduct website:

<http://catalog.valenciacollege.edu/academicpoliciesprocedures/studentcodeofconduct/>

COPYRIGHT

All of the resources within the course are intended for the use of the participant during the course and may be used personally after the course is completed. However, all resources are the property of Valencia Community College and its cooperating authors, and may not be offered via the Internet or other means to persons not having completed this course, for profit or any other informational use. For more information go to the [Valencia Copyright Policy](#) page.

INTERNET RESEARCH

Because of the variety of sources, ease of publication, lack of central control and proliferation of commercial information on the free Internet, it is often hard to tell if the information is reliable. Many sites contain research and information of high quality. However, unlike traditional print publications or library-based electronic resources, there is usually no process of peer review, nor is there an editor verifying the accuracy of information presented on the Internet.

There are an increasing number of sites containing information that may be incomplete, anonymously written, out-of-date, biased, fraudulent, or whose content may not be factual. Students should, therefore, use caution in use of the Internet for their research needs when working on activities.

For academic topics that are addressed in scholarly literature, uses of electronic databases or visiting the library may better meet your needs.

DISTANCE TUTORING & TECHNOLOGY SUPPORT

You can easily access Valencia's free distance tutoring and tech support from a computer, laptop or mobile device. Distance tutoring services are provided fully online via Zoom. Through this service, you will receive real-time assistance via a Valencia tutor. Online tutoring is offered in: mathematics, sciences, accounting & economics, computer programming, EAP and foreign languages, and writing. Online Learning Technology Support services are also available. Students can receive assistance with navigating: Canvas, OneDrive, Zoom, YouTube, and Microsoft Office (Word, Excel, & PowerPoint). Support is also provided for video editing (via iMovie and MovieMaker) and converting documents from a Mac to PC. Tech support is available live (on-demand) via Zoom, by appointment, or via

email. Students are encouraged to use the 24/7 Canvas Help located inside Canvas by clicking on the “Help” icon.

To get started using the Distance Tutoring and Learning Technology Support services, please visit www.valenciacollege.edu/tutoring. Through this site, you can view the schedule of tutors/tech support assistants, find available times, learn more about the services, and access a collection of supplemental resources that are available 24/7.

OFFICE FOR STUDENTS WITH DISABILITIES

Students who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first week of class. The Office for Students with Disabilities (West-SSB 102) determines accommodations based on appropriate documentation of disabilities.

The goal at the OSD is to open doors, remove barriers and assist you in any way the can. The key to success is matching your needs to the services provided. Please contact this office to discuss your individual needs.

The link to Valencia’s OSD website: <http://www.valenciacollege.edu/osd>

ADVISING AND COUNSELING

Advisors and counselors are available on each campus. They can help throughout your college journey – from providing life, career and education planning to developing success skills and preparing you for university transfer or the workforce. We also encourage that you meet with an advisor or counselor to discuss your [LifeMap](#), a tool designed to give you direction through college and beyond: <https://valenciacollege.edu/students/advising-counseling/>

Full list of services available to students is available online:

<https://valenciacollege.edu/students/student-services/>

BAYCARE BEHAVIORAL HEALTH’S STUDENT ASSISTANCE PROGRAM

Valencia is committed to making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help that may assist them with psychological issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. Students have 24 hour unlimited access to the Baycare Behavioral Health’s confidential student

assistance program phone counseling services by calling (800) 878-5470. Free confidential counseling sessions are available to students.

IMPORTANT VALENCIA WEBSITE LINKS

- College Calendar: <http://valenciacollege.edu/calendar/>
- College Catalog: <http://valenciacollege.edu/catalog/>
- Valencia Policy and Procedures:
<http://valenciacollege.edu/generalcounsel/policy/>
- FERPA: <http://valenciacollege.edu/ferpa/>
- ADA: <http://valenciacollege.edu/osd/handbook/sec4.htm>
- Medical Records:
<http://valenciacollege.edu/generalcounsel/policy/ValenciaCollegePolicy.cfm?policyID=186>

TIPS FOR SUCCESS

- Check the course homepage and messages regularly.
- If you have an urgent question, send a message to all the course participants. Often a peer will have a good answer for you before I manage to answer.
- Set aside specific times each week to complete class activities. If not, your other work will expand to fill all the time you have.
- Expect electronic glitches/power outages and plan ahead. Do not wait until the last minute to submit your work.
- If the course website has been working well for you, but begins to “act up,” contact the Canvas Help Desk immediately.
- Maintain back-up copies of all your coursework on your computer, USB stick or the cloud.

CORONAVIRUS (COVID-19)

Valencia College is closely monitoring the rapidly changing situation with coronavirus (COVID-19) to plan and prepare for a potential outbreak. We know that you may have questions about how the virus will impact the College. In an effort to foster open communication and transparency, we will continue to monitor the situation, provide updates on any confirmed COVID-19 cases and update both the employee and student FAQs as information and situations emerge.

What to Do if You Think You've Been Exposed and You Have Recently Been on a Valencia Campus or Location:

Valencia College is here to support you if you feel ill, test positive for COVID-19 or come in contact with someone who has tested positive. If you think you have been exposed to COVID-19 and you have been on a Valencia campus or location in the last week, contact Tanya Mahan, HR analyst and Valencia's specially trained COVID-19 case manager at COVIDillness@valenciacollege.edu or 407-299-5000, extension 3047. This is a crucial first step toward keeping our community safe and limiting the potential spread of the coronavirus.

For more information, visit:

<https://valenciacollege.edu/about/coronavirus/illness-reporting-and-contact-tracing.php>

DISCLAIMER

Syllabus is a contract between the instructor and students. If a student continues enrolment in the course, she or he agrees with the terms specified in this Syllabus.

Professor reserves the right to correct any mistakes that appear in the Syllabus. Adjustments may be also made in connection with the current situation related to the global pandemic. Any correction and adjustments will be communicated to students via announcements in Canvas and/or email.

QUESTIONS?

Contact me through Canvas. I respond promptly, usually within 24 hours during workdays, and on Mondays to the messages received during the weekend. If you are having technical problems, contact **Canvas Help** or [Online Support](#).

APPENDIX

How We Treat Each Other

Our Practice of Respect and Nonviolence

- 1. Create a hospitable and accountable community.** We all arrive in isolation and need the generosity of friendly welcomes. Bring all of yourself to the work in this community. Welcome others to this place and this work, and presume that you are welcomed as well. Hospitality is the essence of restoring community.
- 2. Listen deeply.** Listen intently to what is said; listen to the feelings beneath the words. Strive to achieve a balance between listening and reflecting, speaking and acting.
- 3. Create an advice free zone.** Replace advice with curiosity as we work together for peace and justice. Each of us is here to discover our own truths. We are not here to set someone else straight, to “fix” what we perceive as broken in another member of the group.
- 4. Practice asking honest and open questions.** A great question is ambiguous, personal and provokes anxiety.
- 5. Give space for unpopular answers.** Answer questions honestly even if the answer seems unpopular. Be present to listen not debate, correct or interpret.
- 6. Respect silence.** Silence is a rare gift in our busy world. After someone has spoken, take time to reflect without immediately filling the space with words. This applies to the speaker, as well – be comfortable leaving your words to resound in the silence, without refining or elaborating on what you have said.
- 7. Suspend judgment.** Set aside your judgments. By creating a space between judgments and reactions, we can listen to the other, and to ourselves, more fully.
- 8. Identify assumptions.** Our assumptions are usually invisible to us, yet they undergird our worldview. By identifying our assumptions, we can then set them aside and open our viewpoints to greater possibilities.
- 9. Speak your truth.** You are invited to say what is in your heart, trusting that your voice will be heard and your contribution respected. Own your truth by remembering to speak only for yourself. Using the first person “I” rather than

“you” or “everyone” clearly communicates the personal nature of your expression.

10. **When things get difficult, turn to wonder.** If you find yourself disagreeing with another, becoming judgmental, or shutting down in defense, try turning to wonder: “I wonder what brought her to this place?” “I wonder what my reaction teaches me?” “I wonder what he’s feeling right now?”

11. **Practice slowing down.** Simply the speed of modern life can cause violent damage to the soul. By intentionally practicing slowing down we strengthen our ability to extend non-violence to others—and to ourselves.

12. **All voices have value.** Hold these moments when a person speaks as precious because these are the moments when a person is willing to stand for something, trust the group and offer something he or she sees as valuable.

13. **Maintain confidentiality.** Create a safe space by respecting the confidential nature and content of discussions held in the group. Allow what is said in the group to remain there.

Prepared by the Peace and Justice Institute with considerable help from the works of Peter Block, Parker Palmer, the Dialogue Group and the Center for Renewal and Wholeness in Higher Education