VALENCIA COLLEGE WEST

HUM 1020: INTRODUCTION TO THE HUMANITIES

Course syllabus and Class Policies

Date 2021: 10/00/21-12/00/21

Professor: D.L. McBride CRN: 24136

Regular Office: West Campus Credit Hours: 03

Office Phone: 407-299-5000 Prerequisites: N/A

Cell Phone: Class Meetings: 0-0:00 pm-0:00 pm-Online

Email: [dmcbride@valenciacollege.edu](mailto:dmcbride@valenciacollege.edu) 48hours reply on emails

REQUIRED MATERIALS/TEXTBOOK

1. Landmarks in Humanities-Valencia college-HUM 1020. Introduction to the Humanities, 5th ED; Fiero, Gloria K., ISBN 9781259544927

COVID NOTICE: Feeling It

If you are working or taking classes on campus, complete the self-checker on the Center for Disease Control and Prevention website. Seek appropriate medical attention based on your results. If your results indicate that you need testing, contact Tanya Mahan, COVID-19 case manager at:

Phone: 407-299-5000, ext. 3047 and/or email: [covidillness@valenciacollege.edu](mailto:covidillness@valenciacollege.edu). If you are unable to do the course assignments due to illness, let me know as soon as possible, so I can help you or get the help you need. There is support and help available.

COURSE OVERVIEW

Course Description: This course will look at the dominant intellectual and artistic concepts expressed by mankind in many areas. The objective of this course is to familiarize the student with the concepts and themes from these periods and the people that forged them. Key players and ideas will be examined. The writing of a research paper is not a requirement of the course, but writing is a component of the course. The instruction method for the course is reading and discussion.

MAJOR LEARNING OUTCOMES:

The course objectives include: The student will:

1. Have the opportunity to THINK and discuss different viewpoints from different cultures.
2. COMMUNICATE verbally and in writing their understanding of the course material concepts.
3. VALUE the different way ancient cultures construct and viewed the world and how those ways affect us today.
4. ACT by making decisions based on their understanding of the philosophical and artistic expressions that reflect the customs and beliefs of the people that developed them and how we respond and express them today.

Core Competencies of a Valencia Graduate:

Valencia’s Student Core Competencies are complex abilities that are essential to lifelong success. This course will help you develop and demonstrate the abilities to: (1) think clearly, critically, and creatively; (2) communicate with other verbally and in written form; (3) make reasoned value judgments and responsible commitments; and (4) act purposefully, reflectively, and responsibly. Due to the nature of these global competencies, many problems activities will be presented in the context of an application. These applications will require students to select appropriate information from the problem and communicate effectively how to arrive at an appropriate solution to the problem.

Canvas

While this is an online course, you will be using the Canvas learning system throughout the semester. You will need to access Canvas for the detailed course assignment instructions, upload assignments, and it is where your syllabus and calendar can be found. Announcements will come through Canvas, and you can set your phone to receive alerts when there is a post; contact Canvas phone/support for details: 407-582-5600.

COURSE CLASSROOM POLICIES

Attendance:

You are expected to attend all class meeting of all courses for which you are registered. Regular attendance and regular class participation are key factors that promote success in college. Therefore, attendance is required for every class:

\*Arrive on time, complete all assignments, and remain in class for the entire time except for scheduled breaks. (For face to face)

\*Three (3) absences without adequate excuses and documentation may result in withdrawal from the course. Students who do not maintain regular attendance will need to withdraw themselves. I will not withdraw a student unless the college instructs me to do so. Miss the equivalent of more than three classes for any reason, other than absences excused in accordance with college policies, is excessive and basis for withdrawal.

\*Students are responsible for all work presented when they are absent, and are responsible for any announcements, it is your responsibility to find out what was missed by communicating! Please email so that we can work together to help you get caught up.

“No Show” Status

Class attendance is required beginning with the first-class meeting. If you do not attend the first-class meeting (complete Discussion 1), you may be withdrawn from the class as a “No Show”. Students who are not actively participating in an online class and/or do not submit the first assignment by the scheduled due date must be withdrawn by the instructor at the end of the first week as a “no show”. If you are withdrawn as a “no show”, you will be financially responsible for the class and a final grade of “WN” will appear on your transcript for the course.

TARDINESS/Talking/Other Class Disruptions (face to face)

Tardiness is considered rude and so please be on time to very class. Students who persist on being tardy or leaving early will be dealt with on an individual basis. Additionally, talking to others or leaving the room during a presentation or lecture is unacceptable. Questions during class are always accepted if they are relevant to the lecture. Persistent disruption will be cause for removal from the classroom. You will be given a break (classes over one hour long) during the class so please plan accordingly.

Class Preparation/ Make Up and Late Work

\*Students are expected to bring all course materials, books, pens/pencils, and paper to every class.

\*Reading assignments MUST BE COMPLETED PRIOR TO THE CLASS PERIOD FOR WHICH THEY ARE DUE. Discussions are based on the readings and informed participation in discussions is expected. Writing and/or other homework will often accompany reading assignments and are due at the beginning of class. (Face to Face)

\*Assignments WILL NOT be accepted late without proper documentation of an emergency (illness, jury duty, etc.) and this will be at the discretion of the professor. Otherwise, students will receive a zero (0).

You will have 1 week to submit late written assignments, (exception is writing tests which cannot be made up), late work will lose one grade.

\*Hastily written work, without depth or thought, will be returned with a deadline to be re-done with points deducted. A zero will be given if the assignment is not submitted.

\*TECHNOLOGY problems are no excuse for lateness (for example, “My printer broke, was out of ink…etc.). Please use the computer labs on campus, when needed.

Electronic Devices (face to face)

ALL ELECTRONIC DEVICES must be turned off during class unless otherwise instructed. This also means no beeping, buzzing, or vibrating sounds, No headphones, and No texting. You may be asked to leave the classroom for the day if continual use of devices after notification to stop. If you have an emergency that requires your cell phone to be on, please notify your professor at the beginning of the class.

Class Participation

You should consider being a student a full-time job. You should attend all classes, participate in class, ask relevant questions, turn in assignments when they are due, and ask for help when needed from a professor, tutor, or another student.

Communication

To provide students with a convenient platform to communicate throughout the week, we will be using Canvas for all e-mails. It is a good idea to make a friend in class that you can contact for missed class information.

Note to International Students (F-1 or J-1 visa):

Please be advised that withdrawal from this course due to attendance may result in the termination of your vise status if you fall below fulltime enrollment requirements of 12 hours. Consult the International Student Service office for more information.

EVALUATION AND GRADING

Evaluation and Course Grading

Course evaluation is as follows: Your course grade will be processed in the following manor. Your essays (2) are worth 100 points each. Three quizzes @ 50 points each equals 150 points. One on-line final quiz is worth 50 points. One project @ 100 points. Six graded discussions @ 100 points each total 600 points. Your total points add up to 1100 points. All grades are added together and then divided by the number of assignments and the final test to give you your final grade. All grades are of equal weight. I do not round up the grade at any time in the grading procedure. Your final grade will be based on the following grading scale:

Grading Scale and Evaluation

The sum points earned throughout the course will determine a letter grade as follows:

A = 100-90

B = 89-80

C = 79-70

D = 69-60

F = below 59

Make-up Exams

Make-up exams will be at the discretion of the professor. The written exams cannot be made up. A FINAL exam is required and will be given on-line. Failure to complete the on-line final will result in an F for the session.

Homework and Quizzes

Work should be turned in on time, but work can be turned in late within one week of due date (contact professor). Turning your work in late will result in the loss of one full grade. I will not accept any work after that for any reason. If you are absent, it is your responsibility to contact a class member, check assignments and get caught up. Quizzes will be on-line and have an opening and closing date and time. Check announcements.

Late project or assignments will be penalized 1 full grade.

Check grading scale above to assess your grade.

COURSE ASSIGNMENTS

Course Assignments and Point Values

A detailed description of each assignment will be provided to students along with the assignment criteria and point value. This will allow the student to identify where the points were lost for areas of improvement for future assignments. This can be found in Content in Canvas. Grades can be found in Canvas in the area under GRADES.

Topic Close Date Points

Quiz 1 3/17 50

Quiz 2 3/17 50

Quiz 3 4/17 50

Essay 1 3/19 100

Essay 2 4/14 100 Discussion 2 3/19 100

Discussion 3 3/19 100

Discussion 4 3/19 100

Discussion 5 4/22 100

Discussion 6 4/ 22 100

Discussion 7 4/22 100

Project 4/16 100

Term Final-Online 4/25 50

Extra Credit Assignments-None

Extra Credit: I give no extra credit at all.

Extra Information:

You will need to be happy with your grade, so check your grades often. If you do not feel your grade is correct email me for a discussion. I cannot change a grade if you cannot produce your work for the course.

VALENCIA COLLEGE POLICIES

Important Valencia Websites Links

* College Calendar: <http://valenciacollege.edu/calendar/>
* Important Dates and Deadlines: <http://valenciacollege.edu/calendar/documents/FallSpringSummer17-18ImportantDates-rev5-11-17.pdf>
* Final Exam Schedule: <http://valenciacollege.edu/calendar/FinalExam.cfm>
* College Catalog: <http://valenciacollege.edu/catalog/>
* Valencia Policy and Procedures: <http://valenciacollege.edu/generalcounsel/policy/>
* FERPA: http://valenciacollege>edu/ferpa/
* House Bill 233

Students may record video/or audio of class lectures for your personal use. Recordings may be a useful tool to support your learning and provide a resource for review. It is important to be respectful of your peers’ rights to privacy; with that in mind, please refrain from recording your peers during lectures. You may not record class discussions, student presentations, labs, group work, and private conversations. Further, you may not publish or share recordings without my written consent, nor may you provide recordings to classmates as a substitution for class participation and attendance. If necessary, I will handle violations of this section through the College’s Student Code of Conduct.

Important Course and College Dates

Final by April 25 11:00 pm 2022

Note: There were some problems in the printed version of Important Dates and Calendar Deadline document, please go the website listed above to check these areas out.

Withdrawal Policy

The withdrawal deadline for the \_Spring\_ 2022term for receiving a non-punitive grade of “W” is April 08 2022. During the first or second attempt in the same course at Valencia, if you withdraw or are withdrawn by the professor, you will receive a W (Withdrawn). You will not receive credit for the course, and the W will not be calculated in your grade point average; however, the enrollment will count in your total attempts in the specific course. STUDENTS ARE NOT PERMITTED TO WITHDRAW AFTER THE WITHDRAWAL DEADLINE. A professor may withdraw you up to the beginning of the final week exam week for violation of the class attendance policy in which case you will receive a grade of W. Please, take note I do not withdraw anyone from class unless directed by the college.

Student Code of Conduct

Online courses are classrooms and should be treated as such by all participants.

Valencia College is dedicated not only to the advancement of knowledge and learning but it is concerned with the development of responsible personal and social conduct. By enrolling at Valencia, a student assumes the responsibility for becoming familiar with and abiding by the general rules of conduct. The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited or unlawful acts that result in the disruption of a class may be directed by the faculty member to leave the classroom. Violation of any classroom or Valencia’s rules may lead to disciplinary action up to and including expulsion from Valencia. Disciplinary action could include being withdrawn from class, disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions. You will find the Student Code of Conduct in the current Valencia Student Handbook.

You are expected to do all your own work on tests. Giving or receiving information concerning exam content is considered cheating. In NO instance will cheating of any type be tolerated. All work must be your own; any student involved in cheating or plagiarism (including the use of another’s student’s work) may receive a grade of “F” on a specific assignment, examination, or project, may be assigned a grade of “F” for the course. The professor (s) reserves the right to determine penalties within Valencia College’s academic honesty policies. In addition, please follow college policy relating children on campus. Please plan for children outside the classroom.

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 dishonesty will be handled in accordance with Valencia policy as set forth in the Student Handbook and Catalog. At Valencia, we expect the highest standards of academic honesty. Academic dishonesty is prohibited in accordance with policy 6Hx28:8-11 upheld by the Vice President of Student Affairs (<http://valenciacollege.edu/generalcounsel/policy/>). Academy dishonesty includes, but is not limited to, plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, and misuse of identification with intent to defraud or deceive.

Students shall take special notice that the assignment of course grades is the responsibility of the student’s individual professor. When the professor has reason to believe that an act of academic dishonesty has occurred, and before sanctions are imposed, the student shall be given informal notice and an opportunity to be herd by the professor. Any student determined by the professor to have been guilty of engaging in an act of academic dishonesty shall be subject to a range of academic penalties as determined by the professor. These penalties may include, but not be limited to, one or more of the following:

* Loss of credit for an assignment, examination, or project.
* Reduction of the course grade.
* Or a grade of “F” for the course.

At the option of the professor, the appropriate administrator of the campus may be furnished with written notification of the occurrence and the action taken. If such written notice is given, a copy shall be provided to the student. Students guilty of engaging in a gross or flagrant act of academic dishonesty or repeated instances of academic dishonesty shall be subject to administrative and/or disciplinary penalties that may include warning, suspension, and/or expulsion from the college. <http://valenciacollege.edu/west/arts-and-humanities/writing/plagiarism.cfm>. Spelling it out: If the use of other peoples’ material is used without giving them credit for their material (missing parenthetical citation inside the written work, or missing reference on work cited page), that is considered plagiarism. First offense students will receive a zero (0) on the assignment and a talk with the instructor. The second offense, not only a zero for the assignment but can also lead to an “F” for the course. So, please when in doubt give credit where credit is due.

Internet Research Statement

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, WHOSE CONTENT MAY NOT BE FACTUAL. STUDENTS SHOULD, THEREFORE, USE CAUTION IN USE OF FREE INTERNET FOR THEIR RESEARCH NEEDS. For academic topics that are addressed in scholarly literature, use of electronic databases or visiting the library may better meet your needs. However, each professor makes the final determination of what is or is not accepted as a valid source so review the syllabus for specific guidelines from your professor. There will be no use of the following: Bing, Google, Spark-Notes or Wikipedia search engines allowed for written work of any kind. Also do not use .org, .com, .net, etc. The use of these will cost you 10 points off your assignment.

Students with Disabilities

Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with their professor, preferably during the first two weeks of class. <http://valenciacollege.edu/osd/>

Student Assistance Program

Valencia College is interested in making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home, or work. Bay-Care Behavioral Health Student Assistance Program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Free face- to- face counseling is also available.

FYI

No taking pictures of my lecture notes by phone or any other device is allowed.

Written work must be stapled in the left corner. Hard copy ones. (Face to Face)

I do not take e-mail work (unless stated). (Face to Face)

Due date means assignment is due on that date. Any time after class is late and subject to a lower grade.

Participation: Students will from time to time be asked to work in groups and be expected to take part in classroom discussions as well as inside their groups, please respect the rights and opinions of others and respond after they have finished speaking.

DISCLAIMER

The syllabus, assignments and due dates are subject to change at the discretion of the professor. Notification will be through Canvas, in writing and/or verbal in class. I, the professor will not withdraw any student from class. It is the student’s responsibility to do so before the withdraw date and to be aware of the date. Withdrawing can create financial problems for you with scholarships and financial aid. Think twice. Check Canvas often for announcements. If you have a problem, contact, or see me. I will as helpful as I can be to get you the kind of help you need. If, I cannot help you to your satisfaction, the dean is available for a discussion. We will work together to solve your problem. The phone number for Canvas support is 407-582-5600.

Keeping financial aid:

1. Complete 67% of attempted classes
2. Maintain GPA of 2.0 or higher at the college
3. Keep a GPA of 2.0 or better over all
4. Complete your degree within 150% of the time frame