**COURSE SYLLABUS**

**Intro to Humanities 1020**

**VALENCIA COLLEGE –Summer 2019**

**PROFESSOR JULIANNA MORING**

**Professor: Julianna Moring**

**Office: 5-120 X 1137**

**Office Hours by Appointment**

**Email:** Contact me through my Atlas address jmoring@valenciacollege.edu

**Your Atlas email is the official method of communication between students and the college.  I will ONLY reply to email sent through your Valencia account. You are expected to check your Atlas email several times a week for correspondence from me. When you email, ALWAYS include the name of the course.  Before you email, check to see if the answer is already on your syllabus*.* I will return emails within 24 business hours.**

**Required Texts**:  *You do not need a textbook for this class*

**Technology Requirements:** Reliable and consistent internet access, a working computer equipped with Word. Office 360 is available for free through the college. If you do not have reliable internet access and a computer, you will not be able to do the work in this course.

**Course Description**: This course is a basic introduction to humanities that focuses on central concepts, historical developments, and the fundamental nature of philosophy, architecture, music, religion, and art.  Concepts from these disciplines will be integrated with contemporary American culture.  There is no prerequisite for this course.

**Week 1**: 5/7 Syllabus Introduction to the Humanities and the ancient world.

5/9: Greece: The Heroic Age, Classicism

**Week 2**: 5/14:  Classicism and Hellenism

5/16 Assignment **due by 2:30 : Allegory of the Cave writing assignment rough draft due on Canvas. Print out your completed writing assignment, and the text of the Allegory of the Cave. Bring both to class with you. If you don't bring your rough draft to class with you, you will receive a zero for this assignment, because you will not be able to complete the next part of the assignment.**

**NOTE: Use Office Word, not Pages, or .pdfs.  I will not accept work in any format other than Office Word. Office 365 is free through Atlas. Canvas cannot read Pages, and you will receive a zero.**

**Week 3**: 5/21 Roman Republic

 **Assignment due BEFORE CLASS**: **Take Greek quiz on Canvas**

**Assignments due BEFORE CLASS:** Final draft of Allegory of the Cave writing response due on Canvas (20 points) AND peer review reflections on Canvas (5 points each)

5/23: Roman Empire to the Fall

**Week 4**: 5/28 The Middle Ages

**Assignment Due: Take Rome quiz on Canvas**

5/30: The High Middle Ages

**Week 5: 6/4:** The Renaissance

**Assignment due: Middle Ages Quiz on Canvas**

6/6: The High Renaissance

**Week 6**: 6/11: MIDTERM in class. Bring a scantron and #2 Pencil.

**Assignment due: Renaissance Quiz on Canvas**

6/13: The Northern Renaissance

**Week 7**:  6/18: The Baroque

6/20: The Enlightenment

Print out and bring document from Locke and Hobbes found on Canvas for next class

**Assignment due:** **Northern Renaissance Baroque Quiz Due**

**Week 8:** 6/25: The Social Contract Theory

Bring Hobbes and Locke excerpt to class

6/27: Romanticism

**Week 9:** 7/2 Romanticism continued

7/4 OFF FOR JULY 4th!!!!!!

**Week 10:** 7/9 The 19th Century, Impressionism

**Assignment Due: Quiz on Enlightenment and Romanticism**

7/11: Post Impressionism

**Week 11:** 7/16 **:** Transcendentalism

7/18: 20th century

**Week 12:** 7/23 21st Century

**Assignment Due:** Cultural experience paper. NO LATE WORK ACCEPTED

7/25: World religions

**Assignment Due: Quiz 20th Century**

**Week 13:** 7/30 Final in class. YOU MUST COME TO CLASS TO TAKE YOUR FINAL. No late exams will be given. Bring scantron and #2 Pencil

Quizzes and writing assignments: 20 points

Midterm Final, and Cultural Experience Paper: 100 points each

**I know the syllabus is long, and I realize that some students have a tendency to skip it, but you are responsible for this information.  Please understand that every policy that is addressed here is because the situation arose at some point. By staying in the course, you agree to abide by the policies on the syllabus.  The college also expects your professor to abide by the policies on the syllabus and avoid making exceptions. The course policies are designed to foster a learning environment that is fair to everyone, encourages you to be successful, and empowers every student to know what is expected of them up front.  The due dates for your assignments and quizzes are being given to you on day one, as well as the attendance policies and course expectations. Refer to your syllabus for all due dates, not Canvas, or a classmate.  Please read this document carefully before you call or email to ask about policies or due dates. This schedule of the material we cover from day to day is a guideline, and changes may be made at any time at the discretion of the professor, but you will be notified of any changes. However, you will never be asked to turn in any work EARLIER than stated on the syllabus. In fairness to all students, DO NOT ASK to have additional exceptions to the policies made for you due to absences, tardies, unforeseen personal events, vacations, illness, work conflicts, technology difficulties, etc.  Read the syllabus and plan your schedule accordingly. Check your grades on Canvas frequently.**

**ATTENDANCE** : Because the summer term is short, but we must cover the same amount of material, attendance is very important. Each class you miss will cause you to miss large amounts of information. I will take role at the beginning of class. Once, role is called, you will be marked absent. If you think you are going to be late, notify me ASAP, and we will discuss it. Do not leave early, as you will be marked absent. I do not have excused or unexcused absences or tardies. All absences count the same, because you are not there for the material. Unless it is the day of your midterm or final, I do not need a documentation. I DO need documentation if you are going to miss the midterm or final. If you have 4 absences or tardies, your grade will drop by a letter. Each additional absence will cause your letter to drop by an additional Letter grade.

**WITHDRAWAL**:

Students may withdraw themselves from class until the drop date of 7/5. If you find yourself in academic peril, do not wait until it is too late to salvage your grade. I urge you to look at the consequences of withdrawal and weigh them against failing the course. Your first step should be to come and speak with me, so that we can work together to help you pass the course.

If you are performing poorly in class and think that by not completing your work you will receive a W,” think again.  It is your responsibility to drop the course if you are not doing well. I will not drop you for poor attendance or grades.

*“A student who withdraws from class before the* ***withdrawal deadline of 7/5*** *will receive a grade of “W.”  A student is not permitted to withdraw from this class after the withdrawal deadline; if you remain in the class after the withdrawal deadline, you can only receive a grade of A, B, C, D, F or I. An I grade will only be assigned under extraordinary circumstances that occur near the end of the semester.  If you receive an I, the work missed must be made up during the following semester, at which time you will get an A, B,C,D or F.  Failure to make up the work during the following semester will result in you getting a grade of F in the course.  Any student who withdraws from this class during a third or subsequent attempt in this course will be assigned a grade of “F.”*

**NOTE ON FINANCIAL AID: Students with financial aid should consult an advisor or counselor before withdrawing from a course; there may be financial implications to the student which he or she must know about to make an informed decision before withdrawing from a course.  Students with some scholarships who withdraw or are withdrawn from a class must pay the college for the cost of the class.  Other scholarship sponsors may also require repayment.**

**COMMUNICATION:**

**When you email, include your name and the name of the class. Please don't send me an email that says, "Hey, it's me. I am in your class. I had a question about our last assignment." Be specific and detailed about what you need.** I teach 6 classes. If you have concerns about the course material, your grade, or other matters, please talk to me, send an email, jmoring@valenciacollege.edu, or make an appointment to speak to me about any private concerns, or for academic assistance. I will return my emails within 24 business hours. I will only answer emails from your official Valencia email. This is to protect your privacy. Get in the habit of checking your Valencia email once a day for important information. If you have a concern about the course, your first step should be to go to the professor. If you are still dissatisfied, you may make an appointment with the Assistant to the Dean, and we will work together to resolve any issues you may have.

Sample email template:

Dear Professor Moring,

I am in your Intro class, which meets on T/R. I have read the syllabus, but I cannot find the answer to my question. I need help with the assignment that is due on the 4th.

Thank you,

Your First and Last Name

**Use of Electronics During Class**

Cell phones are NOT allowed during class. Put them away so that you are not tempted to check them. This is a policy, not a suggestion. It is disruptive to you and the people around you. No matter how good you may think you are at multi-tasking, being on your devices divides your attention and takes you out of being present for the learning experience. If I see you on your phone, I will ask you to put it away. If you continue to disregard my reminders, you will be marked absent for the day, and you may be asked to leave the room. Students may not use electronic devices in class, unless they are required for a specific activity. Many studies have shown that taking notes by hand helps with retention and understanding more than typing out notes.

**HELP**:

Often students need help, but they don’t know where to do to find it, they think it will cost money, or they simply don’t want to ask for help for various reasons. Valencia offers many ways of assisting you in your academic success, but you have to be proactive.  Take advantage of the resources you have available to you.  All of this assistance is free.

Your first step is to speak to your professor for questions concerning the course material. If you feel lost or need clarification let me know.

The Library: http://valenciacollege.edu/library/

Technology support: go to 6-101, or contact the OIT desk at askatlas@valenciacollege.edu or 407-582-5444

Writing help: Communications center in 5-155

Tutoring services: 7-240 (extension 1633) You get five hours of free tutoring each semester. <http://valenciacollege.edu/learning-support/tutoring/>

Smart Thinking which is found on your Atlas tab under My Courses

Skill workshops: <http://valenciacollege.edu/studentservices/skillshops.cfm>

**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****.  Three free confidential face-to-face counseling sessions are also available to students.”*

**Method of Instruction:**

You must have regular access to a computer with a reliable internet connection to complete your assignments. This course will be taught through a combination of material posted on Canvas, in-class assignments, quizzes, and discussion. You will turn ALL work on Canvas. Alternative means, such as email or paper copies will not be accepted.  Internet access is available on campus. **If for any reason you cannot regularly access the Internet for your course work, you will encounter problems fulfilling class requirements. I realize that sometimes students are in a situation where they do not have reliable access to the Internet. If that is the case, you should take the class in a different format, or go to a campus to do your work.**

**Technology Problems:**

The ability to use technology is integral to success in the job market of the 21st century. You must learn to adapt to new technologies, use them correctly, and learn where to go for help. If you have problems with Canvas, the Internet, your personal computer, programs, browser problems, or other technology issues, please contact the help desk before the due date.  Do not wait until the last minute to turn your work in. You can also find personal assistance on campus. If you are unable to turn in an assignment, due to technology problems, you must provide evidence that you have attempted to address the problem by contacting technical support. Before I accept late work due to a technology problem, you must provide me with a screen shot, and a copy of the trouble ticket the IT department will send you once you have contacted them.  I suggest that you get in the habit of turning your work into Canvas early enough to give yourself wiggle room for any last minute problems that may arise. Valencia provides many ways to get assistance with technology matters.

Sometimes, students will not do well on a test, and they will say they had technology problems and were unable to finish their quizzes. Be aware that **Canvas shows me how much time you spent on a quiz and how many questions you answered.**Technology problems will not be considered a valid excuse for failure to turn in your work, or turning your work in incorrectly or in the wrong format. Do not take your quizzes on a phone or tablet, because often these devices are not suitable for showing the material properly. On occasion, there are issues with Canvas or Atlas, and I understand that this happens.  Before you email me and ask to have your quizzes reopened due to computer problems that are the fault of the college, contact tech support and provide me with proof that you have a legitimate problem with Canvas. Again, I suggest that you turn in your work early, in case you have a problem. If you are struggling with technology problems from your home computer, you may want to turn in your work from the computer lab on campus.

askatlas@valenciacollege.edu or 407-582-5444

**Grade Scale:**

90 – 100% = A

80 – 89%  = B

70 – 79% = C

60 – 69% = D

Below 60% = F

**Please do not ask to have your grades rounded up to the next letter. Grades will be posted on Canvas frequently, and is your responsibility to keep up with them. If you want an A, make sure to stay on top of your work. Make-up work will not be accepted.**

**Quizzes:**

CANVAS QUIZZES AND WRITING ASSIGNMENTS ARE DUE BY THE START OF CLASS. To pass this course, you must complete your work on time. The dates are listed on the syllabus. Please do not take your quiz until you have completed all of the readings and materials for the week.

* Do not open your quiz until you are ready to take it, as you cannot open it again.
* Do not take your quizzes on your phone, as there are often problems with connectivity and availability of images.
* Make sure you have a steady internet connection before you open the quiz. If this is a problem, use one of the computers on campus.
* Even though you are allowed to take the quizzes at home, you must treat them like any other testing situation. Avoid cheating. Take your test in a place that is free of distractions.
* Once you open a quiz to take it, you cannot open it again, because you have now seen the quiz. You must be prepared to take the quiz at that time. You cannot save your work and return to it.
* **The quizzes are all timed, and you have only that amount of time to finish the quiz. If you try to open another browser window, or close the quiz, Canvas will not let you complete it**. This is to stop students from looking up the answers online. When students have problems with their quizzes, this is usually the reason.
* If you have a genuine technical reason why you could not finish your quiz you must 1. Provide me with a screenshot of the error. 2. Contact tech support and ask them to help you resolve the problem. 3. Provide me with proof that you have contacted tech support and resolved the problem. Copies of emails are fine. I will not let you retake your quizzes due to “technology problems” that you have not tried to resolve.

**Acceptance of Late Work:**

ALL work is ALWAYS due at the start of class.  Refer to your **syllabus** for the due dates (not the dates on Canvas, or what a classmate said.) Canvas will time stamp your assignments when you upload them. You may have 2 late assignments. They are due before the start of the next class, and I will take off 10%. Your Midterm and Final must be taken on the due date. Your Cultural Response Paper must be turned in by the due date.

**Make-up Policy:**

If you do not take a quiz, test, or your final by the due date, you will receive a zero on the assignment. All students must take their final by the scheduled date, which is listed on the syllabus. However, in the case of an absence under extenuating circumstances, or an emergency that can be documented, such as a death in family, an accident, or severe illness, a make-up may be offered with no penalty, but at the **instructor’s discretion**.  If you do not have dated documentation of extenuating circumstances, you will not be allowed to take a make-up. An email to your professor stating that you cannot do your work, because you are not feeling well, or had an emergency, does not qualify as documentation. You have been given your due dates well in advance. Students who miss their assignments, due to a legitimate emergency, must make alternate arrangements with the professor, in writing, and only in extreme circumstances.

* The student must provide written evidence, such as a doctor’s note, official reports, or other documents with dates that prove the event happened during the time of the test in question.
* The student should contact the professor as soon as possible. You will not be allowed to make up work if you contact the professor after the assignment has passed--unless you have documentation that says you were physically unable to contact the professor before that time.
* The student should arrange to make an alternative make-up assignment before the end of the semester.
* If the student does not make alternate arrangements with the professor, in writing for a makeup for their final, they will receive a zero.
* In rare cases, you may need to make arrangements to go to a campus testing center.

**Reading Your Unicheck Report:**

All written work will go through Unicheck, our plagiarism checker. Before you submit your work, take a look at your Unicheck originality report. It will show you the percentage of material that came from you, and what came from another source. If your percentage is too high, you are potentially plagiarizing. If your percentage is 50%, that means that you only wrote 50% of what you turned in. Plagiarized work will receive a zero. I will discuss plagiarism with you as we move along through the course.

**Academic Honesty/Cheating/Plagiarism:**

You are expected to do your own work on all homework assignments, papers, and tests. Cheating and plagiarism will not be tolerated and will be cause for an automatic “F” on the pertinent assignment and possibly in the course.  Cheating includes turning in work that is identical to another student, recycling old papers you wrote, using information from the internet or books WITHOUT crediting your source, paraphrasing without citing your source, and cutting and pasting (or paraphrasing) large portions of text. It also includes translating answers from another language.  Colluding with other students is also considered cheating. In short…your work should represent your original ideas. We will discuss plagiarism and how to avoid it. Many students do not mean to plagiarize, and associate that with copying an entire paper, or having someone else write your paper. But, cutting and pasting parts of someone else’s work, or paraphrasing—even the source you are researching— without citing them properly in your paper is also plagiarism. Your papers always need a works cited page to avoid this. Although you need to quote from primary sources, cutting and pasting large sections of text from websites, blogs, work from scholars, or encyclopedias does not demonstrate your own writing skills and will lower your grade.

* All work submitted for credit in any class must be the product of the individual student's own original thoughts supported and informed by appropriately documented and credited sources.
* 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 [Unicheck](https://webmail.valenciacollege.edu/owa/redir.aspx?SURL=O7W_rkz8B5I0kFS97xuI-IZgpYdFjlWgHncnKQfbOjThY9-mZjnSCGgAdAB0AHAAOgAvAC8AawBiAC4AYgBsAGEAYwBrAGIAbwBhAHIAZAAuAGMAbwBtAC8AZABpAHMAcABsAGEAeQAvAFMAQQBGAEUALwBTAHUAYgBtAGkAdAArAGEAKwBQAGEAcABlAHIAKwB0AG8AKwBhACsAUwBhAGYAZQBBAHMAcwBpAGcAbgBtAGUAbgB0AA..&URL=http://kb.blackboard.com/display/SAFE/Submit%2ba%2bPaper%2bto%2ba%2bSafeAssignment) plagiarism scan.

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

1. Deliberate cut-and-paste of online or print sources
2. Recycling of essays from previous classes
3. Essays written on behalf of the student by family members or friends, or third parties, such as professional essay writing services
4. The result of inattention and incompetence
5. Paraphrasing large sections based on the ideas of another source...even if you put it into your own words **will be graded zero.** A second offense will result in an appointment with the dean of the Arts and Humanities Department.
6. Turning in work from another language that has been run through a translation program.

**How to Avoid Plagiarism**

* Avoid the impulse just to go online and look up answers. It is too easy to get into a gray area of cheating.
* Here is a good rule: It is better to be safe than sorry in academic writing. Always cite your sources. A person's ideas are their intellectual property. You wouldn't go into another student's backpack and steal their property. Plagiarism is stealing the ideas of another person and passing them off as your own without giving them credit.
	+ This includes paraphrasing or summarizing, as well as cut and paste.
	+ Cutting and pasting large sections of text, even when you cite your sources, does not represent college level, original writing.
* If you have to look something up for your paper, cite your sources in text, and in your works cited page.
* Even if you summarize, give the author of the ideas credit.

**Valencia Policy Concerning Classroom Behavior:**

Valencia College is dedicated to promoting honorable personal and social conduct. By enrolling at Valencia, a student assumes the responsibility for knowing and abiding by the rules articulated in the Student Code of Conduct (6Hx28:10-03). The instructor reserves the right to refer students who engage in activities that are disruptive to the learning environment to the Dean of Students for disciplinary action.

In addition, Valencia College strives to provide a drug-free learning environment for all those involved in the academic experience. Our policy is as follows:

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| Policy: | In compliance with the provisions of the Federal Drug-Free Schools and Communities Act of 1989, Valencia College will take such steps as are necessary in order to adopt and implement a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by Valencia College students or employees on college premises or as part of any college activity. |

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.

**Students with Disabilities**:

Students with disabilities who qualify for academic accommodations must provide a

notification from the Office for Students with Disabilities (OSD) and discuss specific

needs with the instructor, preferably during the first two weeks of class.  The Office

for Students with Disabilities determines accommodations based on appropriate

documentation of disabilities.  The West Campus Office is located in SSB 102

**Disclaimer Statement:**

As many factors may affect the development and progress of a class, the instructor

reserves the right to alter the schedule as may be required to assure attainment of

course objectives.