**Intro To Humanities - 13875 - HUM 1020 – TWK**

**10:00 am - 12:45 pm S East Campus Building 2 305 Oct 01, 2018 - Dec 15, 2018**

Instructor: Mr. Luke Leonard

**E-Mail:** **lleonard10@valenciacollege.edu**

**Phone number- campus dept. building 6**: 407-582-2036

Office Hours: Before class, 9:30 -10:00 am. Other times possible by appointment

**Prerequisite- none**

Class Days: M&W

Credits: 3 elective

Classes: See above

***“There are more things on Heaven and Earth Horatio, than are dreamt of in your philosophy.”*** Hamlet, 1.5.116-67

***Texts*** (required): *Landmarks in Humanities.* 4th edition. Ed. Gloria K. Fiero. Boston: McGraw Hill, 2016. Print. ISBN: 9781260027617

 *A handbook*

(recommended) A collegiate dictionary (portable), such as *The American Heritage.*

USBDrive [Flash Drive] to save all your work

 MLA/APA resource guide (on-line, library)

**What I expect of You:**

Thoughtful and diligent work, turned in on time, and with the focus on academic excellence. You are here to receive a degree from this institution and, whether or not you further your schooling or go into the workforce, your professional performance is expected in this class.

**Course Description (Catalogue)**

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

**Valencia Student Core Competencies**:

 Valencia faculty has defined four interrelation competencies **(Think, Value, Communicate, and Act)** that prepare students to succeed in the world community. These competencies are outlined in the College Catalog. In this course, through classroom lecture and discussion, group work, and other learning activities, you will further your mastery of those core competencies. Think clearly, critically and creatively by analyzing, synthesizing, integrating and evaluating symbolic works and truth claims. Reflect on your own and others’ values from individual, cultural, and global perspectives. Communicate by reading, listening, writing, and speaking effectively. Act purposefully, reflectively and responsibly by implementing effective problem solving and decision making strategies. Valencia Student Core Competencies can be found valenciacollege.edu/generalcounsel/policydetail.cfm?RecordID=180 and the college catalog Valenciacollege.edu/catalog.

**Academic Dishonesty**:

 All forms of academic dishonesty are prohibited at Valencia. Academic dishonesty included, 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. Sanctions available to the professor should a violation occur are described in the Valencia Student Handbook or online at valenciacollege.edu/generalcounsel/policydetail.cfm?RecordID=193. Any academic dishonesty in the course will be assigned a grade of “F” in the course and reported to the department for disciplinary action.

**The Nuts and Bolts:**

**Humanities Department Attendance Policies 2017-2018**: (This is the Humanities Department policy that I must enforce)

FACE TO FACE CLASSES

Attendance with withdrawals for excessive absences

Attendance During the First Week of Classes

Attendance during the first week of classes is mandatory. Anyone who misses both class meetings during the first week of class will be withdrawn as a “No Show”—no exceptions

Attendance Policy During the Semester

Students are allowed five (5) absences during the semester. (NOTE: The instructor does not distinguish between excused and unexcused absences.) Upon the fifth absence, the student will be notified that a further absence will result in their withdrawal from the course. Upon the sixth absence, the student will automatically be withdrawn from the course by the instructor. A student will be marked absent if they do not answer when their name is called, if their signature does not appear on the sign-in sheet for that day, or if they miss more than 15 minutes of class by arriving late or leaving early. It is the attendance records of the instructor, not the recollections of the student, which will be consulted for proof of attendance/absences.

For severe medical conditions that result in excessive absences, consult the Dean of Students concerning Valencia’s medical withdrawal policy.

International students, and students receiving financial aid, should be aware of how a “W” will affect their status.

 <http://international.valenciacollege.edu/current-students/maintaining-visa-status/>

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

***Attendance:*** You have chosen to be here and are expected to live up to that decision. Communication and interaction requires your regular and diligent attendance. Do not treat, in any way, this as a correspondence course. To remind you daily of that obligation, attendance will be taken each class meeting. **The only “excused” absences are College sponsored events (they will give the student an excuse form), documented legal issues such as jury duty, Military service, documented medical issues from a Doctor, and religious holidays.** This list is not exhaustive, and this avoids any discussion of the nature of “excused” absences. All other reasons for missing class are not excused. If you have a prolonged medical obligation, then a medical withdraw might be your best option. You cannot hope to pass if you miss many class days. If you know you will be absent on a certain day and it is excused, inform me prior and post to ensure I excused you. The final attendance grade will be added to the point total.

 Absences for S Classes: total 3. After 3, the student earns either an W or an F. (see above)

Thus, after the allowed absences, *Failure is automatic regardless of course work*. If you are not in class, you have not received instruction and cannot be graded for that reason. Furthermore, frequent tardiness will be noted, for it is an imposition on class time and an unnecessary distraction to your instructor and classmates. You will be considered tardy if you are not present when attendance is taken or when the sign-up sheet is circulated at the beginning of class. Three such instances of tardiness equal one absence. Last, but certainly not least, ***YOU ARE RESPONSIBLE FOR ANY WORK MISSED DURING YOUR ABSENCE.*** Ten weeks is not a long time. Do not assume you will have no problems throughout the term and conserve your absences by coming to class.

Note on doctor’s notes: Doctor’s appointments (or the like) are not excused absences. Hospitalization or something similar is. Being in jail is not. If you feel your doctor’s appointment is special, then ask. Please never give me a note from your parents.

 ***YOU ARE RESPONSIBLE FOR ANY WORK MISSED DURING YOUR ABSENCE*: what this means is that if your absence is excused, any work due during the excused day is still due that day unless you are incapable of coming to class (i.e. in the hospital). Readings are expected to be read regardless and I expect lecture notes are gathered from a fellow student. An excused absence does NOT mean you are excused from the assignment, just the class attendance. It is your responsibility to ensure I have your work on the due date, baring circumstances as above. I will make exceptions on a per-occurrence basis.**

**Class Attendance and Faculty Initiated Withdrawal Policy**:

 Students are expected to attend all classes, for which they are registered, except in cases of excused absences. If students accumulate absences that threaten their academic progress or standing in their class, it shall be the duty of the professor to warn the student in writing (through Atlas) Attendance policy is at

Valenciacollege.edu/generalcounsel/policydetail.cfm?RecordID=180. Additional information is available in the College Catalog valenciacollege.edu/catalog.

 ***Withdrawing*:**

 The withdraw date is November 16th by 11:59 p.m. You will have an accurate assessment of your skills and grade prior to that date so you can make an informed decision.

 ***College Withdrawal Policy***:

The College has initiated withdrawal procedures and timelines in response to legislation/rules adopted by the state legislature and State Board of Community Colleges. The deadline to withdraw from this course is November 1st. Students who withdraw or are withdrawn before the deadline receive a “W”. Students, who do not withdraw prior to the withdrawal deadline or fail to take the required final examination, will be assigned a grade based on performance in the course at the time of withdrawal. Faculty may withdraw students after the withdrawal deadline only for excessive absences. This must be done before the last day of classes and cannot be done during finals week. Additional information is available in the College Catalog valenciacollege.edu/catalog or Valencia Procedure 6Hx28:4-07: Academic Progress, Course Attendance and Grades, withdrawals can be found online at:

Valenciacollege.edu/generalcounsel/proceduredetail.cfm?RecordID=75

 ***Withdrawal Procedure***:

 To withdraw from a course before the withdrawal deadline you must file a withdrawal form in the Records Office, Building 5 or through your atlas. If you withdraw on or before the withdrawal deadline you will receive a “W.” If you Do Not withdraw from the course by the deadline, then you will receive the grade earned for the class

 *“****No Show” Status*:**

Class attendance is required beginning with the first class meeting. If you do not attend the first class meeting, you may be withdrawn from the class as a “no show.” If you are withdrawn as a “no show,” you will be financially responsible for the class and a “W” will appear on your transcript for the course. The link on the Valencia calendar provides information needed for the No Show reporting Period, and the withdrawal deadline for “W” grade.

 ***My Withdraw policy***: I will withdraw you for excessive absences unless a student asks me for an F. As an adult, it is your responsibility to withdraw yourself from class.

**Plagiarism:** One of the greatest sins in any writing course at any level is plagiarism: the unacknowledged and willful use of someone else words, thoughts, and ideas and calling them your own. Committing plagiarism within the assignments in this course will result in not less than failure and maybe much more (you will be reported to the department for disciplinary action). I have no sympathy for anyone who commits plagiarism. See plagiarism section in the *handbook*.

What Plagiarism is:

 -Submitting a paper that is not your own work written during this semester or previous work, without the approval and prior knowledge of the instructor, expounded upon and improved.

 -Submitting any work that is not your own writing: bought, borrowed, or stolen or the like.

 -Intentionally not giving credit to the source of your information/ideas. This implies intent to deceive the instructor. Examples are copying and pasting parts of works found in an electronic medium and placing them in your paper without credit (parenthetical citations).

***What Plagiarism is not***:

 -An involuntary omission of Parenthetical Citation or an error on the Works Cited Page.

 -An inaccurate or incorrect citation of a source in your paper and on the Works Cited Page.

 Note: while these last two occurrences are not Plagiarism, they are incorrect and will result in a deduction on your essays

**Student Code of Classroom Conduct**:

 Valencia is dedicated not only to the advancement of knowledge and learning, but 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 professor. Students who engage in any prohibited or unlawful acts that result in disruption of a class may be directed by the professor to leave the class. Violation of nay Valencia policies/procedures or classroom rules may lead to disciplinary action up to and including expulsion form the College. Disciplinary action could include being withdrawn from the class, disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions. Valencia’s Student Code of Classroom Conduct (Policy 10-18) can be found in the current Life Map Handbook, or online. Additional information is available in the College catalog and College’s Official Policies and Procedures

Valenciacollege.edu/generalcounsel/policydetail.cfm?RecordID=180. Additional information is available in the College Catalog valenciacollege.edu/catalog.

 ***Student Handbook and Student Code of Conduct***: By enrolling in VC, you have accepted to abide by the student guidelines, ethics, and rules on conduct in the Handbook. I suggest you familiarize yourself with these rules.

**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 College wide Office is located in Building 5, rm 216. 407-582-2229.

 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. Valencia College is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations in this course must contact the instructor at the beginning of the semester to discuss needed accommodations. No accommodations will be provided until the student has met with the instructor to request accommodations. Students who need accommodations must be registered with the Office for Students with Disabilities, Building 5 Room 216, before requesting accommodations from the instructor.

**Student Assistance Program**:

Valencia College is interested in making sure all of our students have a rewarding and successful college experience. Valencia students can get Free 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. BayCare 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.

**Use of technology in the Classroom:**

 Laptops may be used in class provided they are used for class proposes only and are not disruptive. I reserve the right to disallow the use of laptops either generally or by individual. The same applies to smartphones.

 ***Cell Phone Policy***:

 Students may use their phones for class purposes (and there may be times when I tell you to do so). If you have an emergency situation, please notify your instructor at the beginning of the class. There should be no text messaging during class.

 ***Laptops and other electronic devices***: Students may use their laptop or other devices during class to take notes or to access the Internet for research; no other uses will be permitted.

**The Gordon Rule**: This is NOT a Gordon Rule class.

**Late papers/Assignments/Presentations**: All papers and writing assignments will be submitted on the dates on the schedule. There is no room for tardiness.

 ***Make-up policy: Assignments/Tests:***

 Generally, there are no makeup Assignments and Tests. Exceptions may be made on a case by case basis.

**FERPA**:

#  The Family Educational Rights and Privacy Act of 1974, is a federal law regarding privacy of student records. These rights are transferred to students when he or she reaches the age of eighteen or attends a school beyond the high school level at any age. Due to Confidentiality and this law grades can only be discussed with the student face to face. Grades cannot be discussed on the phone or through e-mail.

***The Course Outline:*** a schedule detailing the work required for the course is included with the syllabus.

**Valencia ID Cards**:

 Valencia ID cards are required for the library, testing center, and other Valencia resources. No other form of ID at those locations will be accepted. Possession and utilization of a Valencia ID is mandatory to obtain these services.

***“I wish the Ring had never come to me,”* Frodo *LOTR, Fellowship of the Ring*.**

**OK, Here it comes: Grading Policy**

6 exams (5 exams and a Final), each worth 75 pts for a total of 450 points. These exams are designed to test your knowledge of the Humanities. See course outline for date for the exam schedule. The exams will be multiple choice and cover the subjects Classical Greece, Republican/Imperial Rome, Renaissance, Scientific Revolution/Enlightenment, Romanticism, and Modernism.

 The last exam will be posted as per the schedule. The final day will be a lecture day as per the schedule. Do not be late and NO, I cannot change the day or time. The final exam is not cumulative, but I reserve the right to ask questions on any subject taught in class.

Course Response Papers (5): (Worth 10 points each for 50 points total) Over the course of the semester, the student will construct 5, 1 page response papers. The student responds to a topic for the specific assignment. The student will prepare a brief essay (1 page that is turned in on the day it is given), but it should delve deeper into the topic than the textbook does, meaning the student will research his or her presentation. The textbook(s) is/are not sources for this paper. Online, scholarly sources fine but not required. Internet resources are acceptable. Alternatively, the student may use a video I have posted in Canvas or the student may use a video he or she discovered. A missed assignment is a zero.

Extra Credit/Quizzes: There will be sporadic extra credit offered throughout the semester. This credit is designed to motivate and reward you for your efforts that might be outside the above graded criteria. An Extra Credit assignment is worth 4 points. Pop Quizzes as also worth points if passed. If failed, they reduce points.

***“There is no Good or Evil, there is only Power and those too weak to seize it,” He Who Must Not Be Named.***

**Grading Scale:**

I view this as the grade you earn, not as the grade I give (a matter of Semantics, but important). The Research Paper, Response Papers, and the two Tests will be averaged together with your Attendance grade bonus (if any) to formulate your Course grade or Final grade.

The grading scale is a follows:

A 450 - 500 Excellent or outstanding work A

B 400 - 449 Above average work [Good] B

C 350 - 399 Average work C

D 300 - 349 Below average work D

F 0 - 299 Course Failure F

**Page Length**: For purposes of this course (and I have found applies almost universally in the University setting), a page is defined as the students writing in either 10 or 12 font (Arial or Times New Roman), double spaced, in normal MLA style, with 1 inch margins, and with the students writing ending not less than three double spaced lines from the end or bottom of the page.

Note: All work, except in class writing, will be typed or word processed. Any work that is hand written will **NOT** be accepted.

***Getting in contact with me:***

-***E-mail***. I regard e-mail as an invaluable part of the learning process because it allows teacher/student interaction outside the normal bounds of the classroom and office hours. There are, however, some guidelines. You must ALWAYS include the following in each and every e-mail.

-Your First and Last Name.

-The course number, i.e. HUM 1020

I generally stop checking e-mail officially at 6:00 or so, so any sent after that time will be answered the next day. Finally, I reserve 24 hours to answer e-mails.

-***Office Hours***. This is the primary opportunity for students to talk to their instructors. The Office hours listed are the times I am available for consultations. Other times are available by appointment.

 *Final note and helpful hint: Those of you who are going to be successful in this class and in your college career will most likely have learned good time management skills. I will give advice on this topic if asked, but it is up to you to decide how best to utilize your time. Great ability combined with poor time management skills often results in failure or a poor grade. This skill is very important, especially during your first College term. If you fall behind, there is little time to catch up. Please remember this.*

 By remaining in this class, you have agreed to abide by the above guidelines of my grading criteria and any modifications thereof.

 **Important College Dates: Summer 2018**

October 6th- First Day of Classes Begin

October 9th – 18th No Show Reporting Period

November 16th - Withdrawal Deadline- Last Day to Receive “W” grade

November 21st – 25th, Thanksgiving. College Closed

Monday December 10th -16th, Final Exam week

Saturday December 15th, 2018 - Final Exam period 10:00 am -12:30 pm