"With great power comes great responsibility" – `Voltaire`

ONLINE COURSE SYLLABUS

HUM 2461: LATIN AMERICAN HUMANITIES

VALENCIA COLLEGE, SUMMER 2022

Instructor Information

Professor Lauren Wilson

- Office: Online
- <mark>Canvas *Messages*:</mark>
  - o <mark>**ALL students should direct their inquiries through Canvas messaging system**</mark> (*Inbox* is located on the far-left side toolbar of your Canvas site).
  - o During Monday through Friday, I will respond to your email within 48 hours, and by no later than 8:00pm on Sunday over the weekends.
    - ▪ **If you don't receive a reply from me within a timely manner, assume your message was not delivered and send it again.**
- Email: lwilson56@valenciacollege.edu
  - o **If you don't receive a reply from me in a timely manner, it's probably because I do not check this email for student messages**. I reserve this method for my emails from the college.
- ~~Atlas:~~ I do not check my Atlas account.

Arts and Humanities Department Office, West campus

- Office: 5 -130
- Dean Ana Caldero Figueroa
- **Emergency:** If you have an emergency that cannot be discussed via email, you can call or go to the office of the Department of the Arts and Humanities, and they will contact me through my personal phone.

Course Description

An integrated study of the history, culture, art, literature and music of Latin America, this course focuses on how modern Latin American cultures are the product of a historic biological and cultural interchange between Europe, Africa, and the Americas. Topics include pre-Columbian civilizations, the Encounter and its aftermath, independence and neo-colonialism, and modernist art, literature, and cinema. Students must demonstrate college level writing skills through multiple written assignments to fulfill the requirements of the Gordon Rule. Minimum grade of C is required if used to satisfy Gordon Rule requirement.

This is a fully online course. There will be no virtual class meetings. Students, however, can request to schedule a meeting with the professor through zoom at any time throughout the semester. Each week, students will be expected to complete one of the online modules on

Canvas. Weekly modules are designed to be completed in the same order they appear on Canvas. Each weekly module will have at least a quiz, check-in, and/or assignment. Some weeks will have multiple tasks to complete. **Students should start each module by reviewing the week's page of expectations and then, by following the links provided to content material and tasks.**

Course Information

- No. Credit Hours:3.0
- Prerequisite: ENC 1101 or equivalent

Gordon Rule

Satisfactory completion of this course will satisfy three of the nine hours required in Area 2 (Humanities) of the General Education Requirements of all Degree Programs. It is a writing course; therefore, it will satisfy the requirements of State Board of Education Rule 6A-10.30 ("Gordon Rule").

- Minimum grade of C is required if used to satisfy.
- **NOTE:** As this is a Gordon Rule course, students must turn in all major writing assignments to pass the course.
- Course writing assignments will consist of critical responses to course material, written exams and essays of interpretation.

Major Topics and Learning Objectives

- Pre-Columbian Civilizations: *Empires of the Sun*
- Conquest and Colonization of the Americas: *Encounter and Aftermath, Assimilation Theory and Cultural Identity*
- Neo-colonialism and Modernismo: *Literature, Art, and Revolution in the 19th and 20th Centuries*

Basis of Evaluation

Based on participation and performance in this course, each student will have the opportunity to gain insight and better understanding on the individual and collective identities of ancient as well as, modern Latin American identity. Students will also be given opportunity to strengthen their analytical and critical thinking skills as well as, application of these skills through written expression, including development of thesis statements and arguing interpretations of primary sources at the college level.

		Course Grades	Total Percentage
90% - 100%	A	Weekly Participation: Discussion Boards, Informal Writing Prompts, Weekly Assignments and Check-In's	25%
80% - 89%	B		
70% - 79%	C		
60% - 69%	D	Test: Weekly Quizzes and Final Exam	35%
Less than 60%	F	Assignments: Outline, Essay, and corresponding tasks	40%

***All final grades will be rounded to the nearest whole number, so a 92.6 will be rounded up to a 93 but a 92.4 will be a 92.

Required Tools

1. **Computer and Internet Access** is required of each student.
   - **Chrome (and Firefox)** web browser is the most compatible with Canvas and Atlas. Chrome is available for free download on the web.
2. **Canvas** is where all communication of deadlines, retrieving course material, and submitting course work is located. Students must sign into our Canvas course frequently throughout the week. I am not responsible for information that is missed because you failed to check our Canvas course in a timely manner.
   - I will forward all course announcements to your student email. You will need to refer to Canvas *Announcements* to view the full content and to open any attachments.
3. **Microsoft Office** (available for free download to Valencia College students through Atlas). All assignments will be submitted through Uni-check and submitted as a Microsoft Word Document ONLY. I will NOT accept any other format!
4. **Library**: Each student **MUST** have access to Library Database for retrieving Ebooks (electronic textbooks) online. We will use the Library Database for some of our course readings and research for your essay assignment. Access is granted through your current Valencia Student Atlas account.
5. **No required textbook purchase** – I will provide links to readings and course material to you on Canvas. These will be assigned within the weekly modules.
6. **Course Calendar:** A schedule for all upcoming modules and due dates is available for you to print on our Canvas Homepage. You are required to meet all upcoming due dates within our semester.
7. **MLA 8th edition Format Style Guide** is available to you online as links within Canvas. You are required to access this guide and submit all work in this format with corresponding citations/Works Cited page for your sources.
8. **Valencia College Student ID (VID)**: Each student **MUST** have a current VID to access student resources within the college.
9. **Student Email:** It is important each student keeps up with their messages, so that they do not miss any important communication from the instructor.

Library Database

This will be used in place of purchasing a textbook for this course. Our library has a wealth of information available to you free at cost, and I intend for us to take advantage of this valuable resource!

ProQuest Ebrary: Valencia College has <u>unlimited access</u> to many electronic texts through the online database called *ProQuest*. This is available to all of us through the Library. I will be assigning pages from multiple Ebooks found within this database. I will provide the direct links to you in **BLUE** within the weekly modules with the assigned page numbers for reading.
You will need to log in to your Atlas account to access the Ebooks within the Library Database (instructions below). If you need help accessing the Library's online database, contact a Librarian IMMEDIATELY for support. http://valenciacollege.edu/library/

Printing Electronic Texts: Notice that there is a toolbar at the top of the page of every Ebook. There are many options for you to: download by pages, chapters or full text, printing, getting citation, copying, highlighting, adding notes, bookmarking, zooming in and out, searching by page number, and more. Also notice on the left-hand side of every Ebook that there is a toolbar with direct links to the *Table of Contents,* chapters, *Index.* And at the top there is a *citation tool, sharing, searching* the database*, downloading* the Ebook and more.

Student Email:

- **Required:** I am not permitted to communicate with you through any other email accounts, other than the ones distributed by Valencia College.
- **Keep a "Clean House":** Keep your student email account clean. To avoid the prevention of receiving new incoming emails, make sure to delete and organize all old emails from your sent box and inbox.
- **Checking Emails Regularly:** It is important each student keeps up with their messages, so that they do not miss any important communication from the instructor.

Writing Assignments

Students will develop their proficiency in college level writing through a series of shorter, informal writing assignments and one larger, formal essay assignment. The shorter writing assignments will be assigned as Discussion Boards throughout the first half of the semester. These smaller writing assignments will be treated as preparatory exercises that are meant to help students develop their ideas and strengthen their writing skills. A majority of the shorter writing prompts will directly relate to your larger essay assignment that is due in the second half of the semester. You are allowed to further develop your discussion boards into main ideas for the essay assignment, as long as they pertain to your chosen essay topic. This is key: the sooner you choose an essay topic, the sooner you can begin working on your essay. <u>The essay assignment instructions and topic choices can be accessed through our Canvas Homepage.</u>

Feedback/Grading Comments

The professor will give students ample feedback and suggestions for improvement on all assignments through individual grading comments on Canvas. **It is up to the student to review these grading comments and apply them within their future writing.** Grading comments can be accessed in your Canvas Grades through clicking on the individual assignments. After the midterm, students will demonstrate their competence in college level writing through their ability to develop an essay outline and to write a formal essay. This assignment will require additional research and use of MLA citation. The outline, formal essay assignment, and corresponding due dates are available to students on our Canvas Homepage at the start of the semester to begin working on as soon as they choose to.

Academic Honesty and Student Code of Conduct

Academic Honesty

- **Academic Honesty** will be taken <u>seriously</u>.
- *Plagiarism* is the use of someone else's words, ideas, pictures, design, and/or intellectual property *without* the correct documentation and punctuation. 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.
- *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 *will be graded zero.* A second offense will result in failure of the overall course.

- 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 *SafeAssign* plagiarism scan.
- Students are advised to keep planning notes and outlines should the need for authentication arise.
- If you are unsure as to what constitutes plagiarism on an essay, consult the Professor.

Plagiarism Check

All *Assignments* will be submitted for plagiarism analysis online. Valencia College subscribes to this feature that allows students to upload their essays so that software can compare these

essays to every available electronic resource in the world, looking for parts that match up with previously published sources.

- Before you upload your document, confirm that you have attached the right file as a *Microsoft Word file*. **I will not accept any other format submitted!** A discrepancy will raise a red flag and prevent me from grading your assignment.
- **Any assignment scoring over a 18% result (with Works Cited Page) may result in a point deduction and/or be given an immediate zero for plagiarism.**
- **Any assignment showing signs of plagiarism will be given an immediate zero. Second offenders will result in failure of the overall course. Make sure to cite your sources and give appropriate credit to others' thoughts and ideas.**

Student Code of Conduct

- Students must assume responsibility for knowing and abiding by the rules and 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 online classroom learning environment to the Dean of Students for disciplinary action. Please be respectful to peers and instructors!!!
- In addition, Valencia College strives to provide a **Drug-free** learning environment. In compliance with the provisions of the Federal Drug-Free Schools and Communities Act of 1989, Valencia will take such steps as are necessary to implement the effectiveness of this act and to ensure a drug-free learning environment.

Netiquette

The term 'netiquette' refers to the awareness of the need for a certain code of behavior (etiquette) in electronic environments (the net) Net + Etiquette = netiquette.

In order to maintain a positive online environment for our class, we all need to follow the netiquette guidelines summarized below. **All students are expected to**:

1. Show respect for the instructor and for other students in the class discussions & via email. This includes ADDRESSING YOUR CLASSMATES BY NAME IN EACH DISCUSSION REPLY.
2. Respect the privacy of other students
3. Express differences of opinion in a polite and rational way
4. Maintain an environment of constructive criticism when commenting on the work of other students (language that is negative, disrespectful or stereotyping WILL result in being withdrawn from the course).
5. Avoid bringing up irrelevant topics when involved in group discussions or other collaborative activities

The following list summarizes the kind of behavior that is not acceptable. Each item listed below is grounds for removal from the class. **Students should not:**

1. Show disrespect for the instructor or for other students in the online class
2. Send messages or comments that are threatening, harassing, or offensive
3. Use inappropriate or offensive language that is negative, disrespectful or stereotyping of ANY people, culture, ethnicity, gender, other students, faculty, or staff
4. Convey a hostile or confrontational tone when communicating or working collaboratively with other students

**If I feel that a student is violating or has violated any of the above guidelines, I will contact that student to discuss the situation in person. If you feel that a student is behaving inappropriately, please send me a private email message explaining the situation as soon as possible. If you are engaging in electronic environments as a member of this class then you are subject to the same expectations and rules of conduct any instructor, staff, or administrator might expect of you in a face-to-face environment. Additionally, whether or not you are entering an electronic environment as a member of the class, if you are doing so via a Canvas or Atlas account, you are legally responsible to abide by Valencia's policies and expectations.

Florida House Bill 233 Policy

Students may record video or audio of class lectures for their own personal educational use. A class lecture is defined as a planned presentation by a college faculty member or instructor, during a scheduled class, delivered for the purpose of transmitting knowledge or information that is reasonably related to the pedagogical objective of the course in which the student is enrolled. Recording class activities other than class lectures, including but not limited to class discussions, student presentations, labs, academic exercises involving student participation, and private conversations, is prohibited. Recordings may not include the image or voice of other students in the class, may not be used as a substitute for class participation and class attendance, and may not be published or shared without the written consent of the faculty member. Failure to adhere to these requirements may constitute a violation of the College's Student Code of Conduct.

Application Deadline to Apply for Graduation: May 27, 2022

Attendance, Withdrawal Policy, Submitting Assignments, and Make-up Policy

- All students are required to complete weekly assignments on time.
- Attendance will be taken each week by the dates of completed assignments.

Withdrawal Policy

- **All students MUST submit one of the assignments in *Week 1* on Canvas <u>before the No Show Reporting Period</u> in order to remain in the course.** The Professor will report any students who do not by assigning a "W" as their Final Grade during the "No-Show" period.
  - **<u>Week 1 Module Due Date: Friday, May 13th at 11:59pm</u>**
  - **The Professor will not administer any Withdrawals after the "No-Show" reporting period;** the student must withdraw him/herself by the Withdrawal

deadline. If a student knows he/she/they is not passing the course but fails to withdraw by the Withdrawal Deadline and decides to stop attending to class then, he/she/they should know the professor will NOT withdraw him/her/them from the course. The grade points that the student earned will be assigned, which may equal an F in the course.

- **<mark>Withdrawal Deadline: July 5th at 11:59pm</mark>**

Submitting Assignments:

All projected due dates are available to you in the *Course Calendar* on our Canvas Homepage. It is your responsibility to keep up with any changes made to the calendar throughout our semester.

Outline and Essay Assignment

- The Outline is an opportunity for every student to prepare and submit their ideas for their essay assignment for instructor feedback. This is like a draft, **but you MUST submit this in the exact same outline format as provided to you in the Outline template on Canvas.** I will provide thorough feedback to everyone who submits an outline on time.
- The Essay is a formal writing assignment. There will be no rewrites, since you have ample opportunity to submit your ideas prior to this assignment in an outline and in discussion posts. Additionally, it will be in your best interest to refer to my grading comments in each of your individual assignments throughout the semester. These will be helpful to you when writing your essay.
- Both assignments MUST always be attached as a **Microsoft Word document** on Canvas. Other file formats, such as PDFs will not be accepted.
- You **MUST ALWAYS submit your document in MLA 8th edition format and with a Works Cited page**. We will learn MLA citation format within the first few weeks of class.
- The essay assignment will be **deducted FIVE points** for every DAY late (**NO LATER THAN ONE WEEK** after the stated due date). After one week, the assignment will expire and **WILL RESULT IN A ZERO** in the grade book.

Discussion Boards

- Discussions will help to clarify any questions you have about weekly learning material as well as allow you to exchange ideas with your colleagues. Discussions are also an appropriate time for you to begin drafting your thoughts about your essay topic.
- You are always **REQUIRED** to be respectful to the professor and your peers.
- You MUST always include a list of citations or a Works Cited page for your sources. **FAILURE** to do so will result in a **ZERO**.

Quizzes and Final Exam

- You are allowed three attempts for the weekly quizzes. Your last attempt will be taken as your quiz grade. You must complete each quiz by its stated due date.
- You are only allowed one attempt for the Final Exam. **FAILURE** to complete the Final Exam by the stated due date will result in a **ZERO** for your exam grade.

Late Submissions

Do not subject yourself to deadlines by waiting until last minute to complete your work. **Time management is the key for success in this course!**

There will be a consistent rhythm established throughout the semester for the release of new weekly modules and assignment due dates. All weekly modules will be available to students on Canvas ahead of time to allow students to complete their work by the stated due dates. **You will need to download the Course Calendar at the start of the semester to plan ahead for each week's assignments as well as the larger outline and essay assignments.**

I do not accept late work without a valid excuse. All work must be received by the stated due date and time for it to be considered "on-time". If your work is not submitted by the stated due date and time, then it will be marked as "late."

Make-up Policy

Makeups are in cases of an EMERGENCY ONLY and with a valid excuse!!!!

- A make-up may be offered with no penalty, at the Professor's discretion. For consideration of a make-up, you MUST send the professor a message through Canvas within **ONE-WEEK** of the original assignment due date. All assignments will expire after one-week of their original due date.
- Habitual lateness will not be tolerated. Students who continue to ask for make-ups will not be taken seriously, and their request will be declined.
- If you are unable to participate in the course for other reasons, e.g. illness, family emergency, etc., please communicate with me as soon as possible in order to create a plan to complete any missed assignments so that your learning can progress in your course. In the case of a prolonged online absence of one week or more, continuation in the course will be determined on a case-by-case basis through discussion between you and the professor. Documentation must be submitted upon request. Please forward all valid forms of documentation to the professor, within a reasonable time or you will not be allowed to make-up the work.
- **The FINAL EXAM MUST BE TAKEN BY FINAL EXAM DUE DATE, as stated in the Course Calendar!**
  - **Final Exam Deadline: July 28th at 11:59pm**

COVID Illness

If you tested positive for COVID, please inform me immediately. I will report to Tanya Mahan, but please know you can report it yourself (COVIDillness@valenciacollege.edu). For more information, please consult: https://valenciacollege.edu/ about/coronavirus/.

- If your class is online, we will have a conversation about how you might be able to complete classwork.
- You need to stay home until you are clear to return to campus.
- Incompletes will be offered ONLY if you are missing one partial assessment and the final exam.

Office of 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 the professor, preferably during the first week of class. The Office for Students with Disabilities (West-SSB102) 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://valenciacollege.edu/osd/

Disclaimer

I reserve the right to make any changes to this document at any time during the semester. Any changes will be communicated to students by the professor through Canvas Announcements.

By remaining in this course after the Drop/Refund deadline, you are agreeing that you have read and understand all the above policies, and that you will not expect the professor to make exceptions for you on these policies.

Student Resources

Distance Tutoring & Technology Support at Valencia: 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.

Hours of Operation:

    Monday-Friday: 8 am – 10 pm

    Saturday & Sunday: 9 am – 7 pm

Learning Technology Support

Link to Valencia College Website Learning Technology Support: http://valenciacollege.edu/oit/learning-technology-services/student-resources/

Writing Tutoring (This is an excellent resource available to you!!!)

Smarthinking (online tutoring): http://valenciacollege.edu/learning-support/browse-by-campus.cfm

- Smarthinking is staffed with faculty-level English, Reading, and EAP instructors. The instructors go over essays and other writing assignments with students. Open to all students.
- Writing tutors will NOT write your paper for you; they will ONLY lend you guidance on what you have already written.
- **Appointments might be required**

Updates on Online Tutoring and the Virtual Writing Center

- Students can access tutoring by clicking on "Help" in Canvas. Here is a direct link to information on how to access online tutoring: https://libguides.valenciacollege.edu/distancetutoring.
- Because tutoring is no longer based on a physical campus, students will be working with tutors from all campuses rather than solely West campus. The culture of tutoring varies from campus to campus; thus, we must remember that tutoring styles and methods will vary.
- students interested in synchronous sessions should be advised to allow for extra time for online tutoring than you would for F2F tutoring.

Download Microsoft Word Office from Atlas: https://ptl5pd-prod.valenciacollege.edu/web/home-community

Laptops— Student Request Link: valenciacollege.edu/laptop

Lynx Bus System is now free for Valencia College Students with Lynx Sticker:
https://net1.valenciacollege.edu/lynx/?utm_source=SEARCH&utm_medium=GSA&utm_content=LYNX-Bus-Pass&utm_term=17COM004&utm_campaign=LYNX

Baycare 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.

C.A.R.E

https://valenciacollege.edu/students/advising-counseling/

The CARES ACT

https://valenciacollege.edu/students/cares-act/index.php

Campus Stores Locations/Customer Service

- For the health & safety of the students and employees, all physical campus stores remain closed until further notice. All purchases can be made via the Online Campus Store https://www.valenciabookstores.com
- West Campus is also providing curb-side pick-up for students.
- Campus Stores Customer Service Team:
  (407) 582-5310
  onlineorder@valenciacollege.edu

COVID GUIDELINES:

Throughout the COVID pandemic, Valencia College has been primarily focused on the health and well-being of its students and faculty and staff. This continues to be our priority as we return to more face-to-face classes, and college policy continues to be guided by science and the guidelines issued by the CDC and our partners at Orlando Health. I urge all students who are able to do so to get vaccinated and encourage friends and family to do so as well.

Should you become ill with COVID, please inform me and your professors and coworkers both for your safety, the safety of our Valencia community. I will do what I can to assist you in completing successfully our coursework. Please inform our COVID liaison Tanya Mahan (COVIDillness@valenciacollege.edu) as well, so she can support you in this process. We are in this together! For more information, please consult: https://valenciacollege.edu/about/coronavirus/.

<u>COVID-19 Reporting and Contact Tracing:</u> https://valenciacollege.edu/about/coronavirus/illness-reporting-and-contact-tracing.php