**Valencia College – Spring 2017**

Course Syllabus

*American History: From 1492 to 1877*

**AMH 2010 21002**

Prof. Nancy L. Maurer

**Welcome to history class!** Our class meets on Tuesdays and Thursdays from 1:00 to 2:15 PM in room 8-147 on Valencia’s East Campus. This syllabus includes valuable information. Therefore, it should be kept in a convenient location and referred to it often. This syllabus is also posted on Blackboard.

**Contact Information: Office**: 8-152 **Office hours**: M/W 2:00 – 4:00 and T/R 8:30 – 9:30

The best way to contact me is via e-mail: [nmaurer1@valenciacollege.edu](mailto:nmaurer1@valenciacollege.edu). (Refer to the e-mail guidelines shown below.) I am available before and after class, and during office hours. You may also contact me at 407-582-2029.

**E-mails and E-mail Protocol:** When you send me an e-mail, follow these guidelines: - Put the course info on the subject line. Example: AMH 2010 21002 - Use a proper greeting. Example: Dear Prof. Maurer - Use a proper closing including your full name. Example: Thanks, Alexander Hamilton - E-mails meeting these guidelines ***will be answered within 24 hours***, except on week-ends (after 3:00 PM on Fridays) and holidays. ***Week-end and holiday e-mails will be answered within 72 hours.***

**Attendance Policy:** Class attendance is required beginning with the first day of class. Class attendance is critical to success in this course. Attendance is taken at the beginning of each class. If you arrive late, it is your responsibility to see me immediately after class to advise me of your presence. Arriving late and leaving early will jeopardize your attendance record and your success in this course. **All class absences are considered unexcused** with the exception of jury duty and military duty. Proper documentation must be presented upon returning to the class in these cased. ***There is a 10% grade penalty for more than three (3) unexcused class absences per semester. After five (5) absences, you will be dropped from this course.***

**Text:**  ***The textbook is required and you will need it immediately***! The textbook being used for this course is Roark’s *Understanding the American Promise: A History, Volume I: To 1877,* 2nd edition.New York: Bedford/St. Martin's, 2014. We will NOT be using any of the publisher’s on-line content, so you can buy a used book. The ISBN is:978-1-4576-3980-7. You may buy your book on-line or from the campus bookstore. Wherever you get your book, it is important that you get it ***immediately.***

**Course Description:** This course is a survey of early United States history emphasizing political, social, and economic developments. The course examines such topics as colonization, mercantilism, slavery, American Revolution, U. S. Constitution, War of 1812, Manifest Destiny, emancipation movement, Civil War, and Reconstruction. This is a 3-credit hour course.

**Students are expected to come to class prepared to engage in discussion,** whether in a small group, in an open class discussion, or in a written format. In order to fulfill this requirement, students are expected to prepare for class by reading the text, taking the on-line quizzes, and completing any research and/or written work assignments. In the course of classroom discussions, the professor will take the liberty to call upon students for a response. To avoid possible embarrassment, come to class prepared to participate.

**Classroom Courtesy and Student Code of Conduct:** Valencia College is dedicated to the advancement of knowledge and learning, but is also concerned with the development of responsible personal and social conduct. By enrolling in Valencia College, a student assumes the responsibility for becoming familiar with and abiding by the general rules of conduct. The primary responsibility for managing the on-line classroom environment rests with the professor. Students who engage in any prohibited, unlawful, or disrespectful acts which result in disruption of an on-line class will be addressed by the professor. Violation of any of Valencia College’s policies/procedures or on-line classroom rules may lead to disciplinary action up to and including expulsion from the College. Disciplinary action from the College could include being withdrawn from the class, disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions. So, act maturely; treating others with respect, verbally and online. Valencia’s Student Code of Conduct is in the current [Student Handbook](http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=180&volumeID_1=88&navst=0) or at <http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=180&volumeID_1=88&navst=0>

**Electronic Devices in the Classroom**: Laptops, i-pads, Androids, and smart phones are allowed and encouraged in this class. However, their sole purpose is for taking notes and doing directed research for this class. During class time, electronic devices are not to be used for any other purpose including, but not limited to: surfing the web, sending, retrieving, or reading e-mails, and texting, tweeting, preparing for other classes, or playing games. Violations will be determined by the professor. Those found violating this classroom policy will lose this privilege.

**Valencia ID Cards:** Valencia ID cards are required for the use of certain services on campus, include, but not limited it the Library and the Testing Center. No other form of ID will be accepted at those locations unless you are a dual-enrolled student. Valencia ID cards can be obtained in the Security Office which is located in building 5on the East Campus.

**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 information is reliable. Many sites contain research and information of high quality. However, unlike traditional print publications or library-based electronic resources, there is usually no process of peer review, nor is there an editor verifying the accuracy of information presented on the Internet. There are an increasing number of sites containing information that may be incomplete, anonymously written, out-of-date, biased, fraudulent, or whose content may not be factual (such as Wikipedia and blogs). Students should, therefore, use caution in the use of the free Internet for their research needs. For academic topics that are addressed in scholarly literature, using electronic databases (such as ABC-CLIO and EBSCO) 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. See this [Valencia College tutorial](http://valenciacollege.edu/library/east/webevaiinfo.crm) for more information.

**Refer** **to the “Academic Sources” and “Citing Your Sources” PowerPoints** – posted in Blackboard – for guidelines on recognizing and using on-line, academic sources and for guidelines in citing your sources for this course.

**Academic Honesty:** All forms of academic dishonesty are prohibited at Valencia College. Academic dishonesty includes, but is not limited to: *plagiarism* (turning in written work that you took, word for word, from another source and presenting such work is your own), 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.

**Plagiarism** is often misunderstood. For the purposes of this class, plagiarism is defined as: turning in written work that contains undocumented material from another source and pretending such work is your own. Cutting and pasting portions of material from on-line sources can be considered plagiarism – including improperly cited websites. To avoid plagiarism, always include proper citations for your sources. Refer to the PowerPoint “Citing Sources,”

All work submitted by students in this class is expected to be the result of the students’ individual thoughts, research, and self-expression. **Whenever a student uses ideas, wording, or organization from another source, the source shall be appropriately acknowledged.** Students found plagiarizing on graded coursework will receive a “0” for the assignment. Other sanctions available to the professor should a violation occur are described in the [Valencia Student Handbook](http://www.valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=193&volumeID_1=88navst=0).

**Course Objectives:** This course is designed to accomplish the following objectives. Students will be able to recall the principal persons, places, and events from the chronological framework of this course.

* Students will be able to synthesize the thematic historical influences that shaped the history of modern Europe.
* Students will be able to explain the impact of the individual, regardless of societal rank, as participants in the making of history.
* Students will be able to access the role that diversity plays in the shaping of modern European history.
* Students will be able to detect the lessons, patterns or characteristics from historical events to better understand present day happenings.
* Students will be able to interpret historical events by using appropriate historical methods.
* Students will be able to demonstrate college-level thinking and writing skills.

**Important College Dates for Spring 2017:**

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| First day of classes for AMH 2010 21002 | Tuesday, January 10 |
| Drop/Refund Deadline | Tuesday, January 17 |
| Withdrawal Deadline | Friday, March 31 at 11:59 PM |
| School Holidays – Classes do not meet. | Monday, January 16 – MLK Day  Friday, February 10 – Learning Day  Monday, March 13 – Sunday, March 19 |
| **Final Exam for AMH 2010 21002** | **Tuesday, April 25, 1:00 – 3:30 PM** |
| Final Grades are viewable on Atlas | Tuesday, May 2 |

**College Withdrawal Procedure:** A student enrolled in a full-term class is permitted to withdraw from a course on or before the withdrawal deadline of **Friday, March 31** as published in the College calendar. A student is not permitted to withdraw from a class after the withdrawal deadline. A student who withdraws from class before the established deadline for a particular term will receive a grade of “W.” **I will NOT withdraw a student from my class under any circumstances – other than in accordance with the college’s No-show Policy and my attendance policy.** Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of “F.”

**“No Show” Status:** Students who do not attend and participate in class by Tuesday, January 17 will be withdrawn from 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.

**Student Wellness Information:** 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. 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.

**Accommodations for students with disabilities:** Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form 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 determines accommodations based on appropriate documentation of disabilities. The East Campus Office is located in Building 5, Room 216.

**Evaluations:**  The evaluations used in this course will include: quizzes, discussions, class preps and exams.

**Quizzes:** This course has 15 quizzes, twelve chapter quizzes, two movie quizzes, and one syllabus quiz. These are in-class quizzes. They will be short answer and/or multiple-choice. Most quizzes are worth 10 points. The quizzes will be given at the beginning of the class period. Students who arrive late will NOT be given extra time. ***There are no make-up quizzes – for whatever reason.*** However, the lowest 10-point quiz grade will be dropped at the end of the semester.

**Document/Research Discussions:** There are five document/research discussions throughout this course. These are worth 25 points each. Your grade will be based on the quality of your prep work, your participation in the discussion, and your post-discussion, in-class reflection and/or presentation.

**Class Preparations:** This class has 13 weekly preparation assignments. The instructions for each prep assignment will be provided in class or via Blackboard prior to the due date. **I do not accept late or hand-written work, however I do drop the lowest 10-point prep assignment grade at the end of the semester.**  ***All written work for this class must abide by the Guidelines for Written Work.***

**Exams:** Ther**e** are four exams for this course: two unit exams, a mid-term, and a final. The unit exams are worth 50 points and will be posted in Blackboard. The mid-term and final exams are worth 100 points and will be administered in the classroom. A study guide will be provided in Blackboard at least a week before each exam date. The final exam is ***not*** cumulative.

**NOTICE: *Not taking the final unit exam will result in failing this course unless prior specific approval has been granted by the instructor or department dean.***

**Guidelines for Written Work:** All written work submitted to the professor must meet the following guidelines *in addition to collegiate standards for grammar and spelling*.

* All work must be ***typed***. When submitting work electronically, it must be ***saved in a .doc format.***
* All work must be ***double-spaced*** (with the exception of your paper’s heading.)
* Use a 12-point font; Times New Roman or Arial are preferred.
* ***Always include your word count.*** It should be shown at the end of the last page of type.
* ***Use this heading format***. Place heading in the upper left-hand corner:
  + Your name
  + The date
  + Course’s CRN: AMH 2010 21002
  + Class meeting day/time: T/R 1:00 – 2:15
  + Title (ex: The War of 1812)
* ***Always cite your sources! Use in-text citations***. Citations are required, even if you are paraphrasing or if the only source you use is the course textbook. Refer to the “Citing Sources” PowerPoint for further clarification. ***Do NOT use MLA format for your citations or Works Cited***.
* ***When answering a question***, first, type the question, and then provide the answer starting on a new line. When answering more than one question, repeat this process for each question.
* ***Staple*** assignments that are two or more pages. Do NOT fold the page corners, use a paper clip or document protector.

***Assignments that do not meet these requirements will be penalized.***

**Grading Scale**: The following grading system will be used for calculating final grades. I use standard rounding procedures. For example, a 69.5 will be rounded up to a 70, but a 69.4 will be rounded down to a 69.

A 100 - 90

B 89 – 80

C 79 – 70

D 69 – 60

F 59 – below

**Points will be assigned as follows**: 2 Unit Exams at 50 points each 100 points

Mid-term Exam at 100 points 100 points

Final Exam at 100 points 100 points

15 Quizzes at 10 points each 140 points\*

5 Document Discussions at 25 points each 125 points

13 Class Preps at 10 points each 120 points\*

**Total Available Points 685 points\*\***

**\*** I drop the lowest 10-point quiz grade and 10-point prep assignment.

**\*\***I reserve the right to change the number and/or value of these assessments.

**Disclaimer Statement: Changes in the syllabus and/or schedule may be made by the professor at any time during the course and will be announced in class. It is your responsibility to stay informed of any changes.**

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He who knows nothing of the time before he was born,

Remains forever a child

Cicero (106-143 BCE)