

**South Plains College: General Course Syllabus****Department:** Behavioral Sciences**Discipline:** Humanities**Course Number:** Humanities 1301**Course Name:** Introduction to the Humanities**Credit:** 3 Lecture: 3 Lab: 0

This course satisfies a core curriculum requirement: Yes- Language, Philosophy & Culture

**Prerequisites:** none**Campuses:** All**Textbooks:** *The Art of Being Human: The Humanities as a Technique for Living* by Richard Janaro & Thelma Altshuler, 11<sup>th</sup> ed. ISBN: 9780134240305 Pearson**Course Specific Instructions:** refer to individual instructor's course information sheet**Course Description:** This course is an interdisciplinary, multi-perspective assessment of cultural, political, philosophical, and aesthetic factors critical to the formulation of values and the historical development of the individual and of society.**Course Purpose:** This course is an introductory course designed to acquaint students with a broad understanding of how the arts interface with individual and societies. A holistic approach will be utilized to explore ideas of aesthetic and intellectual creation in order to understand the human experience across cultures.**Course Requirements:** To maximize the potential to successfully complete this course, the student should attend all class meetings, complete all homework assignments in a timely manner, and complete all examinations including the final exam. Internet courses require the work to be completed in specific time periods.**Course Evaluation:** Refer to the instructor's course information sheet for specifics on assignments and testing.**Attendance Policy:** Whenever absences become excessive, and in the instructor's opinion, minimum course objectives cannot be met due to absences, the student may be withdrawn from the course. The typical view of excessive absences is when a student misses more than two weeks of the course.**Student Learning Outcomes/Competencies:** Students who have successfully completed this course will be expected to:

- Demonstrate awareness of the scope and variety of works in the arts and humanities.
- Articulate how these works express the values of the individual and society within an historical and social context.
- Articulate an informed personal response and critically analyze works in the arts and humanities.
- Demonstrate knowledge and understanding of the influence of literature, philosophy, and the arts on cultural experiences.
- Demonstrate an awareness of the creative process and why humans create.

**Core Objectives addressed:**

- **Communication skills**- to include effective written, oral and visual communication.
- **Critical thinking skills**- to include creative thinking, innovation, inquiry and analysis, evaluation and synthesis of information.
- **Social Responsibility**- to include the demonstrated intercultural knowledge and competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national and global communities.
- **Personal Responsibility** – to include the ability to connect choices, actions, and consequences to ethical decision-making.

**Relevant SPC Policies & Procedures**

**Attendance Policy:** Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

See Course Information Sheet in individual courses for more information on course attendance policy.

**Disability Services Policy:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland Student Health & Wellness Center 806-716-2577, Reese Center (also covers ATC) Building 8: 806-716-4675, Plainview Center Main Office: 806-716-4302 or 806-296-9611, or the Health and Wellness main number at 806-716-2529. See *South Plains College General Catalog* for more information. For more information about SPC Disability Services, please click on the following link: <https://myspc.southplainscollege.edu/ICS/Students/FYI/>

**Academic Integrity Policy:** It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

- **Cheating:** Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the text- book or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of what- ever length, as well as to final examinations, to daily reports and to term papers.
- **Plagiarism:** Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identifiable expression of material taken from books, Internet resources, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of a fellow student, is guilty of plagiarism.

See *South Plains College Student Guide* and *South Plains College General Catalog* for more information.

See instructor's course information sheet for more information.

### **Student Conduct Policy:**

- **Classroom Conduct:** Failure to comply with lawful direction of a classroom teacher relative to maintaining good order is considered misconduct on the part of the student. Repeated violations of disrupting a class may result in the student being dropped from that course.
- See *South Plains College Student Handbook* for full policy covering other areas of conduct including penalties for misconduct and procedures for disciplinary action.

**Campus Carry Policy:** South Plains College permits the lawful carry of concealed handguns in accordance with Texas state law, and Texas Senate Bill 11. Individuals possessing a valid License to Carry permit, or the formerly issued Concealed Handgun License, may carry a concealed handgun at all campus locations except for the following.

- Natatorium

For a complete list of campus carry exclusions zones by event, please visit

<http://www.southplainscollege.edu/campuscarry.php>

**Grade and Academic Discipline Appeals:** South Plains College provides two procedures which allow students the opportunity to address grievances of an academic nature.

- **Appeal Restrictions:** Only final grades or dismissal resulting from academic discipline will be considered. The instructor's teaching ability or expertise will not be considered during the hearing. No grade or disciplinary action can be formally appealed after a period of six (6) months from the date that the student is informed
- **Informal Appeal**
  - The student should schedule an appointment with the instructor of the course to discuss the final grade or disciplinary action.
  - If the student is still not satisfied, she should schedule an appointment with the appropriate departmental chairperson to discuss the situation. The chairperson may request that the instructor also be present.
  - If the student is still not satisfied, he she should schedule an appointment with the Divisional Dean to discuss the situation. The dean may request that the chairperson also be present.
  - If the student is still not satisfied, he she should be advised of the formal appeal process.
- **Formal Appeal:** If the student is not satisfied with the results of the informal appeal, s/he should provide the following information, in writing, to the Vice President for Academic Affairs:
  - A request for a formal appeals hearing.
  - A brief statement of what is being appealed.
  - The basis for the appeal.
  - Pertinent facts relating to the appeal.
- The agenda of the appeals hearing will include only those factors documented in the student's appeal request letter. The Vice President for Academic Affairs will determine the date, time and place of the hearing, and notify the student accordingly.
- **The Hearing**
  - Composition of the appeals committee:
    - Vice President for Academic Affairs will preside over the hearing.
    - Faculty member of the student's choice.
    - Faculty member and student selected by the Vice President for Academic Affairs.
    - President of Student Government Association.
    - Dean of Students.
  - Other persons who should be available at the hearing:
    - The student who requested the hearing.
    - The faculty member involved.
    - Anyone the student or faculty member wishes to be present to substantiate the case.
    - Chairperson and Divisional Dean.

- Hearing procedure:
- The committee will hear the student's appeal during which the parties to the controversy and such representatives as desired will present all facts relating to the case. By majority vote, the committee will decide to sustain, amend or reverse the previous decision.
- The decision of the committee is final and completes the academic appeals procedure.

See *South Plains College Student Guide*.

**Equal Rights Policy:** All students are entitled to equal rights under the affirmative action and equal opportunity laws. Students are also protected against unjust or biased academic evaluation, but at the same time, they are responsible for maintaining standards of academic performance established for each course in which they are enrolled. See *South Plains College Student Guide*.

Course Specific Information  
HUMA 1301, section 001

<u>Instructor:</u>	Kristina M. Garrett, Ph.D.
<u>Office Hours:</u>	Mondays and Wednesdays 8:45-9:15 AM and 2:30-4:30 PM, Fridays by appointment only <i>[Levelland office hours: Tuesdays 8:45-9:15 AM and 2:30-3:30 PM and Thursdays 8:45-9:15 AM and 2:30-3:00 PM]</i> Virtual office hours: please note that on Tuesdays and Wednesdays from 3-3:30 PM, I will be in my office, but also hosting virtual office hours primarily for my online students using Blackboard Collaborate. Other days and times by appointment only
<u>Primary Office:</u>	Reese Campus, Building 4, room 405-C <i>[Levelland office hours will be held in AD 144]</i> Virtual office hours link can be found in Blackboard
<u>Office Phone**:</u>	806-716-4732
<u>E-Mail**:</u>	<a href="mailto:kgarrett@southplainscollege.edu">kgarrett@southplainscollege.edu</a>

\*\* Please note: I prefer to be contacted by email rather than telephone. I have voicemail in my Reese office, but there are many times during the week when I can get back to you more quickly if you email me rather than call me.

### **POLICIES AND IMPORTANT INFORMATION**

**Student Responsibility:** It is your job, as a student, to know the rules of student conduct laid out in the Catalog and Student Guide, all other South Plains College policies which impact you laid out in the Catalog, and the policies laid out in this syllabus. It is also your job to check email, blackboard, and the calendar of due dates regularly to make sure that you are keeping up with your work. It is also your responsibility to ensure that all of your assignments are exclusively your own work (with credit given for information that comes from another source). Violations of Academic Integrity are serious offenses and within this course can result in penalties which range from receiving a zero (0) on that portion of the assignment to being dropped from the class with an F depending on the severity of the violation (one sentence vs. an entire assignment) and whether the student repeatedly violates these rules within this course.

**Preparedness:** Part of your job as a student is to come to class prepared. It is expected that you will read the chapters that go with each topic before we begin that topic in class. It is also expected that you will arrive to class on-time, ready and able to take notes and participate in class.

**Classroom etiquette:** It is rude to be physically in class, but not engaged in the class and paying attention. It is a distraction to me and your classmates. I allow the use of computers for taking notes only, but reserve the right to restrict the use of computers or disallow the use of computers in the class if I observe inappropriate use of computers, including but not limited to: checking email, browsing the internet, checking Facebook, registering for classes, etc. Additional behaviors that are inappropriate include, but are not limited to: use of cell phones, reading the newspaper, reading material for other classes, talking while other people are speaking, sleeping in class, making offensive/bigoted remarks, and taking pictures of any portion of the class (remember your classmates have the same FERPA privacy rights as you do!). **It is not**

**acceptable to take pictures of PowerPoint slides as a substitute for taking notes. You are not allowed to record class (voice or video) without my permission.**

**Course Specific Attendance Policy:** A student with 5 or more absences (not counting absences that I excuse) may be dropped, especially if: the absences follow a habitual pattern or are consecutive, the student does not contact me regarding absences, and/or the student stops completing course work. A student who is discussing their circumstances with me and making every effort to stay caught up will not be administratively dropped due to absences alone. When dropping due to absences, it is my policy to drop a student with an X, unless there are extenuating circumstances (e.g. cheating, etc.) that would lead me to drop a student with an F. In order for an absence to be excused, you must be able to provide independent documentation of an unavoidable situation outside of your control.

## **ASSIGNMENTS**

### **1. Short Writing Assignments (50 points each; Total of 200 points)**

There will be four short writing assignments in this class. Each one will require that you reflect on and apply material from class focused on starter questions that I provide to you. These assignments will go beyond your ability to remember the concepts and focus on your ability to think critically about the material and relevant issues. Starter questions may be mentioned during lecture but detailed instructions will be posted to Blackboard at least 1 week ahead of the due date. Be sure to read the detailed instructions carefully and make sure that you cover all of the required elements. Not addressing all of the required elements is the most common reason for a student to lose points on the journal assignments. Remember that it is your responsibility to ask for clarification if you are confused about the assignment and that I am always happy to review a draft, so don't wait until the last minute to complete these assignments! The first three writing assignments will be due on exam days (short writing assignment one is due on the day of exam 1, etc.), but the fourth one will be due the first day of presentations. See tentative schedule below.

### **2. Pearson REVEL chapter quizzes (30 points each; Total of 300 points)**

**The required book for this class is an e-textbook. Access to this e-textbook involves the purchase of an access code.** Within each chapter of the e-textbook, there is a chapter quiz, worth 30 points. The best 10 chapter quizzes (out of 12 required chapters) will be worth up to 300 points toward your final grade. Please note: doing more than 10 chapter quizzes will not result in bonus points and only your best 10 scores will be applied to your grade in this class. The schedule of due dates is in the tentative schedule below.

### **3. Exams (100 points each; Total of 400 points)**

**There will be four in class exams this semester plus an optional online exam, but only the best four scores will count towards your grade in the course.** The fourth in class exam (given during our scheduled final exam time) will count the same as the other three in class exams but will be a mix of new material and material from in class exams one, two, and three. The optional online exam will cover the four chapters in the textbook which are not required and additional details about this exam will be announced in class and on Blackboard. All in class exams may include a mix of any of the following types of questions: multiple choice, True/False, matching, fill in the blank, short answer/essay. The listing of in class exam dates is in the tentative schedule below.

For all in class exams: you will be required to place all belongings at the front of the room; you will not be permitted to have notes, cell phones, smart watches, or sunglasses at your desk; and hats with a brim must be turned so the brim is not visible to you or removed and placed at the front of the room. **If you arrive late to an exam and any of your classmates have already finished the exam and left the room, you will not be permitted to take the exam.** If you miss an exam and can document an excusable reason, then you will be permitted to take a make-up exam. You must take that make-up exam within one week of the original exam (or within one week of when you are able to return to school according to your documentation). Make-up final exams must be taken during the window of time set aside for final exams (December 9 through December 12) unless your documentation would allow you to get an incomplete in the class.

#### **4. Presentation (100 points)**

Each student will give a presentation focusing on the topic they find most interesting. This presentation will be given during the last three classes (November 26, December 3, December 5). Students will have the opportunity to sign up for their presentation day beginning after the first exam. The two goals of this presentation are for you to (a) go beyond the textbook and teach your classmates something they couldn't know by reading the textbook and (b) demonstrate to me that you understand the material contained in the textbook. Citing outside sources will be required. If you do not present on your assigned day, you will not receive any points, except in the case of students who have an excused absence and schedule a make-up presentation. Additional detailed instructions will be provided on Blackboard and discussed in class.

#### **Extra Credit**

Extra credit is optional and therefore is not subject to the late work policy (i.e. the deadline listed below is a deadline, not a due date, and no extra credits will be accepted after the deadline). Extra credit is added directly to your final grade in the class and is your opportunity to improve your final grade in the class by up to a half letter grade. You may earn a maximum of 50 points of extra credit by doing approved extra credit activities, which can be found on the Blackboard page and may also be announced in class. Some extra credits will have a specific due date, while others will be accepted until Noon on Friday December 6. No extra credit will be accepted after Noon on Friday December 6.

**Final Grade Calculation**

Your final grade will be determined as follows

Pearson REVEL chapter quizzes (Best 10 @ 30 pts. Each)	300 points
Short Writing Assignments (4 @ 50 pts. Each)	200 points
Exams (Best 4 @ 100 pts. Each)	400 points
Presentation	100 points
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Total	1000 points*

\*Please note that if a student opts to do extra credit, that student could earn up to 1050 points out of 1000 (or 105%).

Your letter grade will be based on the following percentages:

90% and above	A
80%-89%	B
70%-79%	C
60%-69%	D
<60%	F

Please note: if your final grade reflects a percentage that is not a whole number (e.g. 69.2% is 69.2%), it is my policy to round up that percentage to the next whole number (e.g. 69.2% rounds to 70%).

**Tentative Schedule**

Please note that you are responsible for any schedule changes announced via Blackboard, SPC email, or announced verbally in class.

**Color Key**

Pearson REVEL

Short Writing Assignments

Exams

Holidays

Date	Topic	Assignment due
8/27 – 8/29	Intro to course	
<b>An Introduction to the Humanities</b>		
9/3 – 9/5	Ch. 1 The Humanities: A Shining Beacon	Chapter 1 quiz due 11 PM Sunday 9/8 Monday 9/2 – Labor Day, no classes or office hours
9/10 – 9/12	Ch. 2 The Humanities and Critical Thinking	Chapter 2 quiz due 11 PM Sunday 9/15
9/17 – 9/19	Ch. 3 Myth and the Origin of the Humanities	Chapter 3 quiz due 11 PM Sunday 9/22
9/24	<b>EXAM 1</b>	Short Writing Assignment 1 due 9/24 PRINT AND BRING TO EXAM
<b>Foundational topics in the Humanities</b>		
9/26 – 10/1	Ch. 4 Literature	Chapter 4 quiz due 11 PM Sunday 9/29
10/3 – 10/8	Ch. 5 Art	Chapter 5 quiz due 11 PM Sunday 10/6
10/10 – 10/15	Ch. 6 Music	Chapter 6 quiz due 11 PM Sunday 10/13 Friday 10/11 – Fall Break, no office hours
10/17	<b>EXAM 2</b>	Short Writing Assignment 2 due 10/17 PRINT AND BRING TO EXAM
<b>Integration topics in the Humanities</b>		
10/22 – 10/24	Ch. 7 Theater	Chapter 7 quiz due 11 PM Sunday 10/20
10/29 – 10/31	Ch. 8 The Musical Stage: Opera, Musical Theater, Dance	Chapter 8 quiz due 11 PM Sunday 10/27
11/5 – 11/7	Ch. 9 Film and Television	Chapter 9 quiz due 11 PM Sunday 11/3
11/12	<b>EXAM 3</b>	Short Writing Assignment 3 due 11/12 PRINT AND BRING TO EXAM
<b>Interpretation in the Humanities</b>		
11/14	Ch. 10 Religion	Chapter 10 quiz due 11 PM Sunday 11/10
11/19	Ch. 11 Morality	Chapter 11 quiz due 11 PM Sunday 11/17
11/21	Ch. 13 Love	Chapter 13 quiz due 11 PM Sunday 11/24
11/26, 12/3, 12/5	Student Presentations	Short Writing Assignment 4 due 11/26 PRINT AND BRING TO CLASS Thanksgiving break 11/27-11/29, no classes or office hours, all campuses closed
Thursday December 12, 8:00 – 10:00 AM	<b>FINAL EXAM</b>	Arrive at your <b>regular classroom at the Final Exam time</b> . Do not be late to this exam!!

**Course Agreement**

Student's name (print clearly) \_\_\_\_\_

**Initial** next each of the statements below to acknowledge your understanding of them:

\_\_\_\_\_ I have received a copy of the course syllabus.

\_\_\_\_\_ I know that exams in this course cannot be made up without documentation.

\_\_\_\_\_ I know that Short Writing Assignments will be accepted late with 5 points off per calendar day late (including weekends and holidays) without documentation.

\_\_\_\_\_ I know that Short Writing Assignments will be accepted late with no late penalty with documentation.

\_\_\_\_\_ I know that Pearson Revel chapter quizzes cannot be completed for credit after the deadline without documentation.

\_\_\_\_\_ I know that it is my job to speak to Dr. Garrett if I need clarification instead of assuming that she will anticipate my need for clarification.

\_\_\_\_\_ I know that it is my job to ensure that I have submitted assignments properly and a claim (without documentation/verification) of difficulty submitting assignments will not allow Dr. Garrett to waive the rules in this syllabus

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*This sheet must be turned in by exam 1 and will count as part of your Short Writing Assignment 1 grade.