

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, 11th ed. ISBN: 9780134240305 Pearson [inclusive access through VitalSource]

TexBook Program: *This course is in the SPC TexBook program, so you do not need to purchase a textbook or access code for this course.*

- **What is TexBook?** The required textbook/digital content for this course is available to you in Blackboard from the first day of class. The charge for the textbook/digital content is the lowest price available from the publisher and bookstore and is included in your tuition.
- **How do I access my TexBook?** Your course material is in your Blackboard course from the first day of class. Access to your course material is provided either by VitalSource or other links inside your Blackboard course. VitalSource (and many publisher's) ebook features include the ability to hear the text read aloud, highlight, take notes, create flash cards, see word definitions, build study guides, print select pages, and download 100% of the book for offline access.
- **Help with TexBook issues and support:** check with your professor or visit: <https://support.vitalsource.com/hc/en-us/requests/new> (available 24/7 via chat, email, phone, and text)
- **Opting out of TexBook:** Participating in TexBook is not mandatory, and you can choose to opt out. However, by opting out you will lose access to the course textbook/digital content and competitive pricing, and you will need to purchase the required course material on your own. If you drop the class or opt-out before the opt-out deadline, the TexBook fee will be automatically refunded to your SPC account. The opt-out deadline for Fall and Spring is the twelfth class day. The opt-out deadline for shorter terms varies between the second and third class day.

Please consult with your professor before deciding to opt-out.* If you still feel that you should purchase the course textbook/materials on your own, send an **opt-out email to **tfewell4texasbookcompany@gmail.com**. Include your first name, last name, student ID number, and the course you are opting out of. Once you have been opted-out, you will receive a confirmation email. If you need assistance with the process, contact the SPC Bookstore:

Email: tfewell@texasbook.com / **Phone:** 806-716-2399

Email: agamble@texasbook.com / **Phone:** 806-716-4610

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.

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.

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*.

Diversity Statement In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disabilities Statement 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 Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Non-Discrimination Statement South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy Accommodations Statement If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness

Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email dburleson@southplainscollege.edu for assistance.

Campus Concealed Carry Statement Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

COVID-19 Statement

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at dedens@southplainscollege.edu.

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

Course Specific Information

HUMA 1301, sections 003, 004, 005, 601, 602

Instructor: Kristina M. Garrett, Ph.D.
Office: Levelland Campus, Administration Building, AD 144
Office Phone**: 806-716-4732
E-Mail**: kgarrett@southplainscollege.edu
Office hours:

Day(s)	Time	Physical location	Blackboard Collaborate or Calendly link
Monday/Wednesday	11 am – 12:45 pm	Lubbock Downtown, room 2005	Click here to join virtual office hours using Blackboard Collaborate
Tuesday/Thursday	2:30 – 3:15 pm	Levelland, room AD 144	Click here to join virtual office hours using Blackboard Collaborate
Friday	9 am - 12 pm	Levelland, room AD 144	Click here to join virtual office hours using Blackboard Collaborate
By appointment			Click here to schedule an appointment for a Zoom meeting using Calendly

** Please note: I prefer to be contacted by email rather than telephone. The phone number listed above rings only in my Levelland office, but I spend at least two days per week at the Lubbock Downtown Center. I have voicemail in my Levelland office which will get forwarded to my email if you leave a message, but as a general rule, 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 any source other than yourself). 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 offence 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.

Attendance: Attendance is an incredibly important part of your success as it gives you the chance to ask questions and actively participate. Being physically present is not calculated into your final grade but being actively involved will definitely impact your grade by helping you learn the material more deeply and thus being more successful on assignments. Any student who has missed more than 5 classes may be administratively dropped, especially if the absences are consecutive and the student hasn't contacted me to explain their situation and has missed a significant amount of course work. It is SPC policy for students administratively dropped due to non-attendance to be dropped with a grade of X.

Late Work Policy: On Pearson Revel chapter quizzes, anything which is submitted past the deadline listed in the course schedule will be given 50% credit. Exams are subject to the make-up exam policy listed below in the exams section of the syllabus. Late writing assignments will be assessed a late penalty of 10% of the maximum grade possible for each calendar day late (including holidays and weekends) and will not be accepted more than 9 days late. No late work will be accepted after Tuesday December 13th at 5 pm.

ASSIGNMENTS

1. Pearson REVEL chapter quizzes (30 points each; Total of 300 points; 30% of final grade)

The required book for this class is an e-textbook. Access to this e-textbook was included in your tuition and fees (unless you opted out of Inclusive Access). Within each of the required chapters of the e-textbook, there is a chapter quiz, worth 30 points. The best 10 of these chapter quizzes will be worth up to 300 points toward your final grade. Please note: doing more than 10 chapter quizzes will allow you to earn extra credit in the class, with half the points from your lowest 2 Pearson Revel grades being applied to your extra credit points (which cannot exceed 50 points, see Extra Credit policy below). The schedule of due dates is in the course schedule on Blackboard. The last time that I will synchronize Pearson Revel with Blackboard is Tuesday December 13th at 5 pm. Any late submissions (for half credit) must be completed before this final synchronization.

2. End of unit writing assignments (4 @ 50 points each; Total of 200 points; 20% of final grade)

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. 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 these short writing 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!***

3. Exams (100 points each; Total of 400 points; 40% of final grade)

There will be four exams this semester. The fourth exam (final exam) will count the same as the first three but will be a mix of new material and material from exams one through three. All 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. In order to accommodate students who may be quarantined, all exams will be online and the window of time that the exam is available to you will include one class day where there will be no in-class lecture in order to ensure that all students could choose to use class time if there is not another time available when they can devote 75 minutes to this class. The listing of exam dates is in the course schedule on Blackboard. Exams will be available on Blackboard for two (2) calendar days, from 8 am on the first day until 11 pm on the second day (a total of 39 hours). If you miss an exam and can provide documentation demonstrating that you were unable to take the exam during any of the time it was available due to an unforeseen event outside of your control*, then you will be permitted to take a make-up exam which will be available during finals week. The fourth exam cannot be made up because it is at the very end of the semester. *Please note: waiting until the very end of the exam availability and then having technical difficulties caused by your browser's or device's compatibility will not allow for a make-up exam.

4. Presentation (100 points; 10% of final grade)

Each student will give a presentation focusing on a topic of their choosing. This presentation will be given during the last several class sessions (see course schedule on Blackboard for dates). Students will have the opportunity to sign up for their presentation day beginning after the first exam. In order to accommodate students who may be quarantined, FlipGrid will be provided as a way to complete the presentation and allow classmates to view it without being physically in class. Students choosing to submit their presentation via FlipGrid will still need to select a presentation day and will need to submit their FlipGrid presentation before class time ends on that day.

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 by applying course material accurately. An example of a presentation which would satisfy both goals would be to discuss a movie that is not discussed in the book, being sure to apply relevant terms/concepts. Citing outside sources will be required. If you do not give a presentation, you will not receive any points. If you have an excused absence on your presentation day and schedule a make-up presentation, you will have the opportunity to present. Students may re-schedule their presentation day until the day before their presentation (original or revised, whichever is earlier) as long as there is an open slot available on the day they would like to re-schedule to. Additional detailed instructions will be provided on Blackboard and discussed in class.

Extra Credit

Extra credit is optional, therefore no extra credits will be accepted after the deadline for any reason. 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. Some extra credits will have their own specific deadline, while others will be accepted until 1 pm on Friday, December 2nd. No extra credit will be accepted after 1 pm on Friday, December 2nd.

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 (4 @ 100 pts. each)	400 points
Presentation	100 points
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Total	1000 points*

*Please note: The total points possible in the class is 1000, meaning that dividing by 10 is all that is necessary to convert any individual assignment or a student's total points in the class into a percentage. However, 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., 692 points is 69.2%), it is my policy to round up that percentage to the next whole number (e.g., 69.2% rounds to 70%).