

## **South Plains College: General Course Syllabus**

**Department:** Behavioral Sciences

**Discipline:** Humanities

**Course Number:** Huma 2323

**Course Name:** World Cultures

**Credit:** 3 Lecture: 3 Lab: 0 This course satisfies a core curriculum requirement: Yes- Language, Philosophy & Culture

**Prerequisites:** none for campus; TSI reading for INET

**Campuses:** Levelland, Reese, INET

**Textbooks:** Nancy Bonvillain, Cultural Anthropology 4<sup>th</sup> ed. Pearson 2018, A Revel code is required for this course. ISBN: 9780134722993

**Course Specific Instructions:** INET classes go to Blackboard Learn 9; campus additional materials are available on Blackboard.

**Course Description:** This course is a general study of diverse world cultures. Topics include cultural practices, social structures, religions, arts, and languages.

**Course Purpose:** This course is an introductory course designed to provide students with an understanding of how society is structured, as well as an understanding of the theories and language of anthropology. 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:** 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 The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.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 instructor’s Course Information Sheet for additions to the 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 20152016*, pages 53 and 54 for more information.

**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 2015-2016*, pages 13 and 14 and *South Plains College General Catalog 2015-2016*, page 22.

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 Guide 2015-2016*, pages 13 through 18 for full policy covering other areas of conduct including penalties for misconduct and procedures for disciplinary action.

#### **Campus Concealed Carry syllabus statement:**

*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
  - 1. The student should schedule an appointment with the instructor of the course to discuss the final grade or disciplinary action.
  - 2. 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.

- 3. 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.
- 4. 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:
  - 1. A request for a formal appeals hearing.
  - 2. A brief statement of what is being appealed.
  - 3. The basis for the appeal.
  - 4. 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 o 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 2015-2016*, pages 18 and 19.

**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 2015-2016*, page 10.

### **Student Learning Outcomes/Competencies:**

Students who have successfully completed this course will be expected to:

-Demonstrate knowledge of common terms and concepts associated with the study of world cultures. -Articulate an informed personal response and critically analyze works in the arts and humanities from various world cultures.

-Demonstrate awareness of multiple cultural perspectives by comparing and contrasting the cultural expressions of diverse world communities.

-Analyze various cultures to navigate diverse cultural spaces and recognize different world views.

Demonstrate an understanding of geography and the location of different cultural groups in the world.

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### **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.

### **Instructor Policies: Wanda Clark, Ph.D.**

**Contact Information:** I can be contacted by using email in blackboard, text message via the Remind app, or by setting a time for a video conference using Blackboard Collaborate. If you would like to arrange a video chat session in Blackboard Collaborate, please email or text a selection of times which are convenient for you and I will respond. Remember to plan ahead as I will not always be available for

“instant” video conferences but am certainly more than willing to schedule “virtual office” hours to communicate with you or respond to questions.

**Email address:** [wclark@southplainscollege.edu](mailto:wclark@southplainscollege.edu)

**Thank You:** I consider it an honor that you have chosen to be in my course. I want to thank you in advance for the time and hard work that you will put into this learning experience. One of the keys to being successful in college is to maintain communication with your instructor. I wish you all the luck this semester and hope that the grade that you achieve in this course will reflect the effort you put into it.

**Attendance Policy:** Since this course is a virtual classroom, attendance will be taken according to the following: 1. Participation in class discussion by posting to the discussion board. 2. Completing Revel assignments and taking chapter quizzes on or before the midnight due dates. 3. Turning in assignments on or before the midnight due date.

**Late work:** All work must be posted or emailed by the due dates posted on the calendar to receive full credit. Any late work submitted may receive no more than ½ credit at the discretion of the instructor. Excuses such as "The network was down," or "I could not figure out how to send the assignment through the assignments function" are not acceptable. In short, plan ahead and do not wait until the last minute to submit your assignments. It is always okay to turn in assignments early although discussion board postings should be done with the calendar schedule. **No late credit will be provided for Revel assignments/quizzes.** Discussion posts/reading assignments are the only type of work which may be accepted late and this is at the discretion of the instructor.

**Free Points or “Get out of jail” option for Revel assignments/quizzes.** You may use your “Get out of jail free” card twice during the semester for a missed Revel assignment/quiz or a low quiz score you would like to replace. You must send your requests within one week of the original due date to receive full credit for missed assignments/replacement assignments. Please send requests using the Blackboard email function. Essentially you have two “free passes” or the equivalent of two chapters that you may “opt out” of if you elect to do so. Each “jail card” is equivalent to one chapter’s material. On the weeks there are double chapter assignments, you may use both passes and that would count as the two free passes, or you may complete one chapter and use a pass on the second chapter. Do not assume you will receive credit if you simply do not complete the assignments. You must send in a request to use these passes.

**Administrative Drop Policy:** Due to Financial Aid and South Plains College requirements for participation/attendance a student who fails to turn in 5 assignments during the semester **may** be dropped with a grade of "X" from the course. If missed assignments occur after the final drop date the grade will be "F." Assignments in this context refer to the written chapter assignments as well as quizzes and/or postings to the discussion board.

It is essential that you have reliable access to the Internet. It is not necessary to purchase or own your own computer but you should have a backup plan in place should you encounter computer problems. Firefox is the recommended and supported browser for Blackboard. There are open computer labs available to all enrolled SPC students on all campuses. It is also the student's responsibility to have the required computer skills to complete this course. Should you encounter technical difficulties contact the instructor first, and/or the SPC technical support call (806) 894-9611, ext. 2180. Be sure to include course and section number information when contacting technical support.

**Computer Requirements:** Browser Plug-ins and Security Software: Most Web educational experience will require the use of several additional browser plug-ins. It is very highly recommended that you have an anti-virus program on your computer. You may also need Adobe Acrobat for several readings and a multimedia player such as Windows Media Player. Firefox is the supported browser for Blackboard. Please download and use it! Since this course are entirely online, participants are expected to have at least an elementary knowledge of their microcomputer operating system and basic knowledge of software and tools such as a word processor, e-mail, an Internet browser, and search engines.

**There are three regular types of assignments required for this course: Revel assignments/quizzes, reading assignments and discussion assignments. There is also a term project.**

**Revel assignments/quizzes:** Revel is an interactive textbook tool designed to help you learn the course material. You will need to purchase an access code which includes ebook access. There are study questions embedded in the reading for which you earn points upon correctly completing them ( 1 point/question and you have unlimited attempts) and then there is a quiz at the end of each chapter (Typically 15 questions or so with each question worth 2 points on the first attempt and 1 points on the second attempt). The points vary with each chapter but there is a total of 950 points from these assignments. It is not necessary to complete the “shared writing or journal exercises” in the Revel program. Note: the due date is set for 11:45 p.m. rather than midnight in order to avoid confusion. Please do not wait until the last minute to complete the work.

**Discussion Board Postings:** For discussions there will be several questions or discussion prompts posted to the discussion board area. The first postings should be your own individual thoughts or comments relating the text material to the video (with appropriate page citations from the textbook). Then you should reply to two classmates to earn full points for this activity. The primary goal for this portion of the course is to "talk" about what you are learning so it is more appropriate to be informal and conversational in these assignments though I would still encourage you to avoid “text” language. In the initial posting your goal is to link the examples from the video to the concepts presented in the textbook. These textbook references should be cited using APA format. See the “citing sources” link for citation examples. This is also the place to include personal experiences and/or reactions. For the reply postings you should ask questions to encourage other students to think more deeply, constructively disagree at times, apply textbook/course information to others comments, and share your own experiences that relate to the topic of discussion. If you repeat yourself in reply messages you will only receive partial credit. Also, simply stating "I agree" is not detailed or complex enough to earn points. Most discussion assignment are worth 100 points each.

**Reading Assignments:** (100 points each)

There are two reading assignments this semester. The material and assignments are provided under the Assignments area in Blackboard. There should be polished essays using the conventions of Standard Written English and a minimum of 500 words. Any information from the text must be cited using APA citation style in order to avoid plagiarism.

**Term Project** options are listed under the assignments tab. The due date is listed on the course calendar. You may select any of the options listed or consult with your instructor if you have other ideas about appropriate term projects. Please note the “preview” assignment as well as the actual project itself in terms of due dates on the course calendar. 200 points total.

**All written assignments should be presented using the conventions of Standard Written**

## English.

**Writing Tips:** 1. All written work should be typed or computer generated with one inch margins in a standard 12 pt. font. Please use Word for attachments. 2. Any references used should be listed at the end of the paper using APA style and within the body of the text according to APA procedure. **Using reference material without proper documentation constitutes plagiarism which is a serious academic offense.** Wikipedia is not considered a valid academic source. Do not use it! 3. For the assignments in this class, it is better to write using first or third person pronouns. Therefore, it is appropriate to use "I, me, mine" or "he, she, their, we." It is not appropriate to use "you" or "your." Please avoid writing in 2<sup>nd</sup> person. 4. Be sure to proofread your work for grammatical and spelling errors. Use the "enable html" button within the email, assignments, and discussion functions to run a spell check. Also remember that "healthy" paragraphs are usually comprised of at least three sentences organized around a central idea. Composing in Word will help catch common grammatical errors and is highly recommended. 5. Text message language and abbreviations are not standard written English and therefore are not acceptable in this course.

**Grades: It is possible to earn up to 2000 points in this course.**

- 17 Revel assignments/quizzes = 950
- Reading assignments 2 @ 100=200
- 6 dis. postings @ 100=600
- Introductions 50
- 1 term project @ 200

Points necessary for each grade: A= 2000-1800, B= 1799-1600, C= 1599-1400, D=1399-1200, F= 1199 and below.

**Discussions:** Discussion topics are listed in the Discussion Tool. Most discussion topics will require viewing a video and the links are provided in the discussion topics instructions. To receive the full 100 points for participation each assignment you must post an original message and two reply messages.

Original message requirements: Due as indicated on the calendar at midnight. 200 – 300 words in length. Make direct connections between the video AND text information. Include personal experiences and/or reactions. Worth up to 80 points.

Reply message requirements: Two replies are due at midnight as indicated on the course calendar (Min. 100 words each) Ask questions to encourage other students to think more deeply. Share your own experiences that relate to the topic of discussion. Constructively disagree at times. Refer to class course work (text or video information) and apply the information or ask other students how they are applying course information. If you repeat yourself in your reply messages you will not get credit for one of them. Worth up to 20 points

You will not be given full credit for postings that do not meet the above criteria. Also, the use of short, choppy sentences put down that do not show careful thought will NOT earn you full credit. It is appropriate to use sentences like, "I agree" but those sentences do not meet the requirements for grading purposes.



