



**Division of Liberal Arts, Humanities & Education**  
**Humanities Department**

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**HUMA 1305: Introduction to Mexican American Studies Lecture | CRN# 12216**

SUMMER II | 5 weeks | July 13-August 16, 2020

ONLINE | 3 Credit Hours | 48 hrs per semester

**PART I: INSTRUCTOR CONTACT INFORMATION**

<b>Instructor:</b> Melinda Mejia, PhD	<b>Office Hrs:</b> Wed & Thur, 11 am-12pm, online OR by appt
<b>Office Phone #:</b> 713-718-6230	<b>Office:</b> Rm 215, San Jacinto Bldg, Central Campus
<b>Learning Web Page:</b> <a href="http://learning.hccs.edu/faculty/melinda.mejia">http://learning.hccs.edu/faculty/melinda.mejia</a>	<b>Email:</b> <a href="mailto:melinda.mejia@hccs.edu">melinda.mejia@hccs.edu</a> ; USE CANVAS INBOX

**Instructor's Preferred Method of Contact**

The best way to reach me is by using the **Canvas Inbox on eagleonline**. When you use the Canvas inbox, you are categorized by course and it is easier for me to address your questions and issues. If you cannot use the Canvas Inbox for whatever reason, you may email me directly at [melinda.mejia@hccs.edu](mailto:melinda.mejia@hccs.edu). I will be checking Canvas inbox and HCC email at least twice a day, Monday through Saturday. Expect a response from me within 24 hours. If I have not responded within the 24-window, feel free to email me again. **I will likely not be checking email on Sundays.**

As an additional option for communication, will be having online office hours on Wed and Thur from 11 am to 12 pm. The platform for that is still to be determined. Details will be provided on our Canvas course page.

**PART II: GENERAL COURSE INFORMATION FOR HUMA 1305**

**Prerequisites and/or Co-Requisites**

Must qualify to take college-level reading and writing OR co-enroll in INRW 0300/0420 (or ESOL 0370/0360) as a co-requisite.

**Canvas Learning Management System**

This section of HUMA 1305 will be taught online using [Eagle Online Canvas](#). You should use [FIREFOX](#) or [CHROME](#) as your browser.

## HCC Online Information and Policies

HCC Online policies can be accessed by clicking on the link below:

<http://www.hccs.edu/online/>

### PART III: INSTRUCTIONAL MATERIALS

#### Course Books

**The books are listed below in the order they will be used. We will be using our first book during the second half of the first week of class.** You must have the book to complete your assignments. No late work will be accepted, nor will extensions be granted to students who don't have a book. Please make sure you order your books as soon as you are done reading this syllabus. Also, take this list with you to the bookstore when purchasing your books or refer to it if you are ordering online, as they often do not update their lists in a timely manner.

- *Broken Spears, 2<sup>nd</sup> Edition* by Miguel Leon-Portilla, ISBN 978-0807055007
- *Confessions of a Berlitz-Tape Chicano* by Demetria Martinez, ISBN 978-9806137223
- *House Built on Ashes* by Jose Antonio Rodriguez, ISBN 978-0806155012

#### Other Materials

Other instructional materials for the course, such as articles and videos will be posted on your Canvas Course Page. I also encourage you to have **a notebook** where you keep notes of lectures and readings and **a folder** to keep printouts of any materials provided in the course. Finally, you must have Microsoft Word and Power Point (Microsoft Office) to complete some of your assignments. Microsoft Office is free for HCC students. Click on the following link for instructions on how to download Microsoft Office to your device: [Download Microsoft Office 365 Free](#)

### PART IV: INSTRUCTIONAL RESOURCES AT HCC

#### Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

#### Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the

resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

### Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer- assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

## PART V: COURSE OVERVIEW

### Course Description

This interdisciplinary survey examines the different cultural, artistic, economic, historical, political, and social aspects of the Mexican American/Chicano/a communities. It also covers issues such as dispossession, immigration, transnationalism, and other topics that have shaped the Mexican American experience.

### Core Curriculum Objectives (CCOs)

HUMA 1305 satisfies the Language, Philosophy and Culture or Component Area Option of the HCC core. THECB established the following objectives:

- **Critical Thinking:** Students will demonstrate the ability to engage in inquiry and analysis, evaluation and synthesis of information, and creative thinking.
- **Communication Skills:** Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication.
- **Personal Responsibility:** Students will demonstrate the ability to connect choices, actions, and consequences to ethical decision-making.
- **Social Responsibility:** Students will demonstrate cultural self-awareness, intercultural competency, civil knowledge, and the ability to engage effectively in regional, national, and global communities.

### Program Student Learning Outcomes (PSLOs)

The PSLOs for this course can be found at: <https://www.hccs.edu/programs/areas-ofstudy/liberal-arts-humanities-education/humanitiesinterdisciplinary-studies/>

## Course Student Learning Outcomes (CSLOs)

The CSLOs for this course can be found at:

<https://learning.hccs.edu/programs/humanities/course-student-learningoutcomes-andlearning-objectives/huma-1305>

### PART VI: STUDENT SUCCESS

As with any three-hour course, expect to spend **at least six to eight hours per week** outside of class reading and studying the material. Additional time may be required for some assignments. Successful completion of this course requires a combination of reading the books and other reading materials, signing in to Canvas and completing assignments on a regular basis, engaging responsibly during group work, and participating in class discussions. There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as your guide.

#### Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Be aware of/comply with academic honesty policies in the HCC Student Handbook

## PART VII: GRADE BREAKDOWN AND ASSIGNMENTS

### Grade Breakdown

Quizzes/Exercises	26%
Forums	15%
Creative Responses	15%
Grp Research Project w/ Infographic	16%
Final Exam	28%

### Quizzes/Exercises

These assignments are minor assignments that are meant to motivate you to do the readings and to engage with the readings. There will be quizzes for many of the readings assigned for this course. There may also be reading quizzes on some of the power points and lectures. The quizzes are made up of multiple choice or short answer questions that are meant to confirm that you have read the material or listened to a lecture. They are not meant to be difficult but are simple information recall quizzes. Exercises will have questions which require you to engage a little more with the readings. **Expect to have 8 to 10 assignments in this category.**

### Forums

Forums will be set up for you to provide commentary or engage in discussion on the readings assigned and will require responses of 275+ words. Each of these assessments will have specific instructions when assigned on Canvas. **Expect to have 4 to 5 assignments in this category.**

### Late Policy & Dropped Grades Policy for Quizzes/Exercises & Forums Categories

Assignments in these categories are **not accepted late**. There are no exceptions to this policy. Instead, the additional policy below (Dropped Grades) is implemented to help you if any emergencies occur that prevent you from completing your work in these categories on time:

***Your two lowest grades from these categories (Quizzes/Exercises and/or Forums) will be dropped. This means two grades total; not two from each category. This will be indicated by a greyed-out grade on the Canvas gradebook. This policy is meant to account for emergencies, illnesses, or any other reason for which you may have made a bad grade on a quiz, forum response, or exercise. I kindly and emphatically ask that you refrain from asking for exceptions on the Late Policy for this category of assignments. The Dropped Grades Policy is in place so that we can avoid expending our time on extra management of minor issues. This is very important to me, so I repeat, please do not ask for exceptions. Simply do complete your work on time or ahead of time and when this is not possible, remember you have two freebies in the form of these dropped grades.***

## Creative Responses

There will be a total of three creative responses assigned for this course. Details will be provided on Canvas. Assignments in this category are not accepted late.

## Group Research Project

For this course, you will have to complete a group research project. For the project you will have different assignments to turn in, including a list of peer-reviewed and other sources, a 1400-word paper, an explanation of your contribution to the group, and an infographic. You will have a set of research prompts to choose from. This assignment will be due Thursday, August 13 during the last week of class; you will have a late submission window of 24 hours. That is, I will accept the project up to 24 hours late with a 10-pt deduction. Further instructions will be provided on Canvas.

## Final Exam

There will be one exam in this course. The exam will be timed. The exam will be part multiple choice, part matching quotes with the texts from which they are taken, part short answers and two short essays. Each short essay must be a minimum of 20 sentences. A few of the multiple-choice questions will come from quizzes that you will have already taken on the material. The exam will be timed. A missed exam can only be made up with proper documentation of a legitimate emergency. It is up to the instructor to determine what constitutes a legitimate emergency. A very general review outline will be provided a week before the exam. That outline will also have details on the points assigned to each question. The exam will be due Saturday, August 15 by 1 pm.

## PART VIII: HCC GRADING SYSTEM

HCC uses the following standard grading system:

Grade	Grade Interpretation	Grade Points
A	Excellent (90-100)	4
B	Good (80-89)	3
C	Fair (70-79)	2
D	Passing (60-69), except in developmental courses.	1
F	Failing (59 and below)	0
FX	Failing due to non-attendance	0

IP	In Progress	0
W	Withdrawn	0
I	Incomplete	0
AUD	Audit	0
IP	In Progress. Given only in certain developmental courses. A student must re-enroll to receive credit.	0
COM	Completed. Given in non-credit and continuing education courses.	0

All grade points listed in the table above are per semester hour. Note that some Health Sciences programs use a different grading scale.

### Grade Point Average (GPA)

Grade points earned for each course are determined by multiplying the number of points for each grade by the number of semester hours the course carries. To compute a student's grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades "IP", "W", "AUD", "COM", and "I" do not affect the student's GPA.

### Incomplete Policy

An incomplete grade for this course (I) will only be granted after an online virtual conference with the professor and only in instances of legitimate emergencies. In order to receive an incomplete, you must be passing the course with a C or better and have no more than 2 assignments missing. When you receive an incomplete, you must complete the coursework within six months of the original end date of the course. If an "Incomplete" is not completed within the 6-month period, your grade defaults to an F.

## PART IX: INSTRUCTOR'S PRACTICES & PROCEDURES

### Course Announcements

It is important that you check announcements at least every two days. While I try not to change the schedule very much, sometimes it is necessary to make adjustments and such adjustments will be announced in the ANNOUNCEMENTS section of Canvas. Announcements are also used to communicate with you for other reasons such as the following: checking in, my progress on grading or comments, reminders of deadlines (sometimes), extensions, extra-credit, or any syllabus changes, etc. The best thing is to change the setting of your Canvas course and have your announcements go directly to your email. But if you don't do this, then make it a habit to check your announcement page every time you sign into the class.

### Late Policy & Dropped Assignments

Refer to the schedule/calendar provided to see due dates for the assignments in this course. **Quizzes, exercises, and forums are NOT ACCEPTED LATE.** There are no exceptions to this rule regardless of the reason or excuse for missing a deadline. To account for emergencies and/or other legitimate issues that may arise, **your TWO lowest grades from the “Quizzes/Exercises” and “Forums” category are dropped** as mentioned previously in this syllabus. **(This means a total of two grades not two from each category.)** This way you don't have to ask for exceptions to be made for you if you miss a deadline. Asking for an exception to be made for you, may result in you forfeiting your privilege of dropping your two lowest grades from this category. Note that even if you are running behind on a couple of minor assignments in this course, you should be okay. That is the purpose of the DROP rule -- to help you succeed even in the case of an emergency and even though I don't accept late work. Creative Responses are also not accepted late; if deadline is missed, they cannot be made-up. **The DROP Rule does not apply to major assignments or any assignments that are not quizzes, exercises, or forums.**

The Final Exam has to be completed by the deadline. An exam that is submitted between 5 to 10 minutes late will receive a 10-point penalty. An exam that is submitted more than 10 minutes late will not be graded. You must make sure you have access to reliable internet when taking the exam, so that you are not accidentally signed-out while you are taking it. This will lock you out of the exam since you are only allowed one try per exam.

If an emergency keeps you from completing the exam by the deadline, you must communicate with me as soon as possible. Documentation of a legitimate emergency will be requested in order for you to be allowed to make-up the exam. It is up to the instructor to determine whether the emergency is legitimate or not.

### Academic Integrity

In this course, you are expected to conduct yourself with integrity and honesty. Your assignments should be completed by you and research should only be referenced when required and should be cited if used in the work you submitted. Plagiarism is a serious offense. According to the Student Handbook for the Houston Community College System, scholastic dishonesty includes cheating on a test, plagiarism, and collusion and is punishable by a grade of 0 or F on the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College. Plagiarism includes using another person's words or ideas as your own and/or incorporating them into your own work without quotation marks (if using exact phrasing) or appropriate and correct acknowledgement. Collusion includes any “unauthorized collaboration” with your classmates or any other students— present or past—in the composition of work that you claim as your own.

Plagiarism, collusion, or cheating of any sort will result, at a minimum, in a grade of 0 for the assignment, NO DISCUSSION. You will not be allowed to rewrite, revise, or resubmit ANY plagiarized assignments (responses, quizzes, tests, or papers). Please



note also that “accidental” plagiarism or collusion will result in the same penalty. **A second instance of plagiarism or cheating in this course will result in an F for the course. When any plagiarism is caught, it is never up for discussion. You get an F, no questions asked, no explanations necessary. Further disciplinary action may be taken by instructor and scholastic dishonesty my result in a referral to the Dean of Student Services.** If you are still not sure what constitutes plagiarism, it is your responsibility to contact the instructor or inform yourself. There will also be a short lesson on plagiarism incorporated into the course in the first week. You are expected to be familiar with HCC’s policy on Academic Honesty found in the catalogue. What that means is that if you are charged with an offense, pleading ignorance of the rules will not help you. You can read more about Academic Integrity and Scholastic Dishonesty in the Student Handbook (page 82) found at the link below.

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/studentprocedures/>

### Attendance Procedures

As stated in the HCC catalog, all students are expected to attend classes regularly. Students in ONLINE courses must log into their Eagle Online class weekly and actively participate or they will be counted as absent. (Because this is a summer course, you really will need to be signing in at least three times a week). Signing in alone will not count as attendance. Active participation and completion of assignments is required. Although it is the responsibility of the student to withdraw officially from a course when necessary, the professor also has the authority to block a student from accessing Eagle Online, and/or to withdraw a student for excessive absences or failure to participate regularly.

***\*IMPORTANT\* Students who miss more than 3 assignments in a row may be dropped from the course for excessive absences. However, do not rely on this; if you desire to be dropped before the WITHDRAWAL date, which is Monday, August 3, please contact the instructor immediately. Students who have not signed in and completed at least one assignment by the official day of record, which is Thursday, July 16, will be dropped for noncompliance with the attendance policy. Completing the DE online orientation does not count as attendance.***

### Student Conduct

The classes you take at HCC are not only beginning points for your academic career; they also prepare you for your professional life, whatever that may be in the future. As such, your HCC classes are opportunities for you to polish your professional persona. Respectful, responsible, and professional engagement is a must in this course. The following are some detailed guidelines for student conduct that you are expected to abide by and that foster professionalization and success in this course:

- Acquire all materials necessary for the course in a timely manner.
- Complete all reading assignments for the course; approach the readings with curiosity and seriousness. Annotating readings is one way to engage fruitfully with the coursework of this class.

- Be prepared to engage with the readings; you will be expected to be able to recall some information as well as discuss ideas presented in the readings.
- Actively participate in discussion forums and group work. Discussion forums and group assignments give us an opportunity to share our thoughts with our peers and to practice discussion and collaboration as a form of learning.
- Ask questions, respectfully, of your colleagues or of me when clarification is needed.
- When engaging in any discussion or interaction with your peers or the professor, be respectful and open-minded. Expect to engage with ideas, beliefs, and worldviews that are not your own.
- Do not present opinions as facts but do argue for your opinion WITH facts and/or other forms of reasoning. That is, your opinion is something that may be valid and valuable, but you should be ready to back it up with legitimate facts, sources, or rational thinking.
- Work hard for the grade you desire.
- Seek help from professor, peers, or tutors if you are struggling in the course.
- Abide by course policies.

### Discussion Forums

In this course we might be exposed to material that is new to us and that will cause us to ask questions and voice particular experiences and opinions in order to try to understand the material. Treat the topics, reading materials, and discussions as subjects of study rather than as attacks on your personal views or beliefs. But certainly, do speak up when you have something relevant to contribute even if it differs from someone's opinion. A diversity of voices is important in the process of learning. While everyone might be entitled to an opinion, not all opinions are equal; furthermore, voicing opinions that are clearly racist, bigoted, misogynist, homophobic, transphobic, or mean-spirited is in no way permitted in my classroom. I encourage you to ask questions, explore problems, and be open-minded and I trust that you know the difference between critical thinking and purposely inflammatory discussion. If you are unsure, preface your comment or question by saying that you are unsure.

### Group Work

Part of the work you do for this class will be in groups. During group work you are expected to act responsibly and respectfully. Your individual participation in groups will be evaluated in multiple ways including content contribution, preparedness, and communication with other group members.

## Disruptive Behavior

Although I have had no experiences of disruptive behavior in online courses, I do reserve the right to withdraw you from my course if you engage in disruptive behavior.

## Note on Course Content

Many of the materials used in a variety of college courses are meant to cover or express a broad range of human experience; so is the case with works of art (literature included) and with works in history, sociology, psychology, etc. Therefore, the content of this course may include topics that are difficult for some people to confront or discuss; these may include but are not limited to rape, abuse, death, violence, war, and racism. Furthermore, we will deal with sensitive material about controversial topics and we may encounter adult content. If you foresee this getting in the way of your successful completion of the course, you must email me as soon as possible and before any problems arise. You may also consider taking another course. However, I want to stress that I am careful with the materials I choose, and I am committed to my students. So, I do not choose material that is irresponsibly or gratuitously violent.

## PART X: TENTATIVE & ABBREVIATED COURSE CALENDAR

Week 1A Introduction to the Course; Background readings

Week 1B Mesoamerican Beginnings

Week 2A The Mexican-American War, Creative Response # 1 is due

Week 2B Mexican Americans in the U.S. Early 1900s

Week 3A Mexican Americans, WWII, & Pachucos, Creative Response # 2 is due

Week 3B The Chicano Movement & Chicano Murals

Week 4A Chicana Perspectives, Creative Response # 3 is due

Week 4B The Immigrant's Perspective, Creative Response # 4 is due (only 3 required)

Week 5A Ongoing Issues, Group Research Project Due

Week 5B Wrap up the Course, Final Exam Due

**\*\*\*For a detailed course calendar/schedule and up to date deadlines, see your Canvas Course Page.**

## PART XI: SYLLABUS MODIFICATIONS

I reserve the right to modify the syllabus and schedule at any time and will promptly notify students in writing about any changes to the syllabus.

## PART XII: HCC POLICIES

### Student Handbook

Here's the link to the HCC Student Handbook- [Student Handbook](#) In the handbook, you will find the following information:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

### **HCC Email Policy**

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go to [HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

### **PART XIII: EGLS<sup>3</sup> – STUDENT SURVEY**

The EGLS<sup>3</sup> ([Evaluation for Greater Learning Student Survey System](#)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS<sup>3</sup> surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints. <http://www.hccs.edu/resources-for/current-students/egls3evaluate-your-professors/>

### **PART XIV: OTHER IMPORTANT INFORMATION**

**Office of Institutional Equity** <http://www.hccs.edu/departments/institutional-equity/>

**Office of disAbility Services** <http://www.hccs.edu/support-services/disability-services/>

#### **Title IX**

<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

**Office of the Dean of Students** <https://www.hccs.edu/about-hcc/procedures/student-rights-policies-procedures/studentcomplaints/speak-with-the-dean-of-students/>

#### **Department Chair Contact Information**

Dr. Helen Graham, [helen.graham@hccs.edu](mailto:helen.graham@hccs.edu), 713-718-7258