

Discipline/Program: History  
Course Title: United States to 1877  
Course Rubric and Number: HIST  
Semester with Course Reference Number (CRN): Spring 2019/ CRN 13781  
Course Location/Times: Spring Campus/Room 606/ Tuesdays & Thursdays 1100hrs – 1220hrs  
Course Semester Credit Hours (SCH): 3 Hours, Lecture

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**Instructor Contact Information:**

Name: Dr. Tahseen Ali, Ph.D.  
Phone Number (Office): N/A  
Email Address: [tahseen.ali@hccs.edu](mailto:tahseen.ali@hccs.edu)  
Office: (information pending)  
Office Hours: Tuesdays & Thursdays: 0800hrs – 0900hrs & 1230hrs – 1330hrs

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Course Description: Core curriculum course.

Course Prerequisite: Must have successfully completed or be co-enrolled in Engl 1301

Course Goal: Students will evaluate historical developments in an essay.

Course Student Learning Outcomes (SLO):

1. Create an argument through the use of historical evidence.
2. Analyze and interpret primary and secondary sources.
3. Analyze the effects of historical, social, political, economic, cultural and global forces on this period of United States history.
4. Understand the importance of chronology and how earlier ideas and events shaped later events

Course (Student) Learning Outcomes for History 1301:

1. Discuss the Age of Exploration
  2. Explain Colonization
  3. Identify the Causes and effects of the American Revolution
  4. Explain the origins and impact of Slavery
  5. Analyze the formation of the Republic
  6. Summarize the effects of Expansion and Innovation
  7. Explain Nationalism and Sectionalism
  8. Discuss the Civil War
  9. Evaluate the effects of Reconstruction
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**Title IX of the Education Amendments of 1972, 20 U.S.C. A§ 1681 ET. SEQ.**

Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination. Information regarding these rights are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance.

It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations. Log in to: [www.edurisksolutions.org](http://www.edurisksolutions.org) . Sign in using your HCC student e-mail account, then go to the button at the top right that says Login and enter your student number.

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status-in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross  
Director EEO/Compliance  
Office of Institutional Equity & Diversity  
3100 Main  
(713) 718-8271  
Houston, TX 77266-7517 or Houston, TX 77266-7517 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu)

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#### **SCANS Skills:**

Texas Colleges must demonstrate that the Basic Intellectual Core Competencies are incorporated into all Core courses. This course addresses the competencies in the following ways:

**Reading:** The Textbook, alternative web sites, and the readers will provide the basis for Section Exams, Chapter Essays, and the Final Exam.

**Writing:** Students will write all responses to their selected Chapter Essays, and will conduct most communication with the instructor through the typewritten word. Students will write two historical research papers and answer essay questions.

**Critical Thinking:** Many of the Chapter Essays and essay questions on the Final Exam will contain questions and problems that will require higher-level, "critical" thinking skills to solve successfully.

**Computer Literacy:** Web-based courses such as this one require significant computer literacy from the students, who must be proficient at navigating the web, sending and receiving Email, participating in threaded discussions, and using online testing procedures.

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#### **Course Calendar/ Important Dates:**

Examination I: *Thursday 7 February, 2019*  
Examination II: *Thursday 28 February, 2019*  
Class Presentation/Individual Presentations: *Tuesday/Thursday 9-11 April, 2019*  
In – Class Film: *Tuesday 2 April, 2019*  
First Five Article Summaries due: *Thursday 4 April, 2019*  
Last Six Article Summaries due: *Thursday 25 April, 2019*  
Course Term Paper Due: *Tuesday 30 April, 2019*  
Last Date of Official Withdrawal: *Monday 1 April, 2019 @ 1630hrs*  
Last Day of Instruction: *Sunday 5 May, 2019*  
Final Examination: *Tuesday 7 May, 2019 @ 1100hrs (Regular classroom)*

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## Course Schedule of Lectures:

(NOTE: The topics below are target goals and may not be reached or adhered to exactly on schedule due to time constraints or other unforeseen factors. The readings listed with each lecture topic should be read before the topic is addressed in the lecture. In addition also note that the instructor's lectures may or may not overlap with the readings list and will cover topics not covered in the readings)

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Week 1: 15– 17 January

1<sup>st</sup> Meeting: *Introduction/Syllabus/Course expectations*

2<sup>nd</sup> Meeting: *The Beringian Subcontinent, the Peoples & Civilizations of the Western Hemisphere, the Spanish Conquest and the onset of the American Genocide (Part I)*

Readings: *America A Narrative History: Chapter 1*

E-Reader: *None*

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Week 2: 22 – 24 January

3<sup>rd</sup> Meeting: *The Beringian Subcontinent, the Peoples & Civilizations of the Western Hemisphere, the Spanish Conquest and the onset of the American Genocide (Part II)*

4<sup>th</sup> Meeting: *The first English settlements in North America, destruction of the Powhatan Nation and the establishment of the Crown Colony of Virginia*

Readings: *America A Narrative History: Chapters: 3*

E-Reader: *None*

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Week 3: 29 – 31 January

5<sup>th</sup> Meeting: *The English Puritan Settlers and the rise of Chattel Slavery in the Western Hemisphere*

6<sup>th</sup> Meeting: *Mercantilism, Social & Political Disturbances in English North America, 1640 – 1676*

Readings: *America A Narrative History: Chapters: 2*

E-Reader: *None*

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Week 4: 5 – 7 February

7<sup>th</sup> Meeting: *First Examination Review*

8<sup>th</sup> Meeting: ***First Examination***

Readings: *None*

E-Reader: *None*

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Week 5: 12 – 14 February

9<sup>th</sup> Meeting: *Great Britain, Bourbon France, & the Struggle for North America, 1712 – 1748*

10<sup>th</sup> Meeting: *The fall of “Nouvelle France” & the consequences of the Seven Years’ War, 1754 – 1763*

Readings: *America A Narrative History: Chapters: 4 (up to page. 141, including ‘The Boston Tea Party’)*

E-Reader: *Article: Chapter 2: “New York Slave Revolt, 1712.”*

*Article: Chapter 2: “Virginia Codes regulating Servitude & Slavery, 1642 – 1705.”*

*Article: Chapter 3: “Chief Pontiac’s Speech to the Ottawa, Potawatomi & Huron, 1763.”*

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Week 6: 19 – 21 February

11<sup>th</sup> Meeting: *The growing crisis between Great Britain & her settlers in North America, 1764 – 1774*

12<sup>th</sup> Meeting: *Revolution, Count – Revolution & the Struggle between the British Crown & its Settlers, 1775 – 1783*

Readings: *America A Narrative History: Chapters: 4 (from ‘The Coercive Acts’), 5, 6 (p.219, end of section ‘States decide’)*

E-Reader: *Article, Chapter 4, “Terrorism against Loyalists, 1774 – 1775.”*

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Week 7: 26 – 28 February

13<sup>th</sup> Meeting: *Second Examination Review*

14<sup>th</sup> Meeting: ***Second Examination***

Readings: *None*

E-Reader: *None*

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Week 8: 5 – 7 March

15<sup>th</sup> Meeting: *Hamilton’s economic plans & the crystallization of political parties*

16<sup>th</sup> Meeting: *Adams, the undeclared War against Republican France & the Alien & Sedition Acts, 1796 – 1800*

Readings: *America A Narrative History: Chapters: 6 (from p.219, ‘The Federalist Era’)*

E-Reader: *None*

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Week 9: 12 – 14 March

17<sup>th</sup> Meeting: ***No Classes (Spring Break)***

18<sup>th</sup> Meeting: ***No Classes (Spring Break)***

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Week 10: 19 – 21 March

19<sup>th</sup> Meeting: *Jefferson, the Louisiana Purchase, the War of 1812 & its consequences*

20<sup>th</sup> Meeting: *The Monroe Doctrine, Andrew Jackson & the War of Extermination against Indigenous Peoples, 1820 – 1836*

Readings: *America A Narrative History: Chapters: 7, 9*  
E-Reader: *Articles, Chapter 11, "The Louisiana Uprising (1811)."*

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Week 11: 26 – 28 March

21st Meeting: *The annexation of Texas & the road to War, 1835 – 1846 & its consequences*  
22<sup>nd</sup> Meeting: *The road to the Civil War: from the Compromise of 1850 to the Kansas-Nebraska Act*

Readings: *America A Narrative History: Chapters: 8, 10, 11, 12, 13, 14*

E-Reader:            *Chapter 8: "John G. Burnett, "The Cherokee Removal through the eyes of a private soldier."  
                              Chapter 8, "Black Hawk's Surrender Speech, 1832."  
                              Chapter 11, "The Vesey Uprising (1822)."  
                              Chapter 12, "Frederick Douglass, "The Meaning of Fourth of July for the Negro (July 5, 1852)."*

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Week 12: 2 – 4 April

23<sup>rd</sup> Meeting: *In-Class Film: **Frederick Douglass & the White Negro***  
24<sup>th</sup> Meeting: *In-Class discussion for Term Paper: **Monograph: Blood Meridian***

Readings: *None*  
E-Reader: *None*

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Week 13: 9 – 11 April

25<sup>th</sup> Meeting: ***Class Debate/Individual Presentations***  
26<sup>th</sup> Meeting: ***Class Debate/Individual Presentations***

Readings: *None*  
E-Reader: *None*

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Week 14: 16 – 18 April

27<sup>th</sup> Meeting: *The road to the Civil War: From "Bleeding Kansas" to Harper's Ferry*  
28<sup>th</sup> Meeting: *The Civil War, 1861 – 1863*

Readings: *America A Narrative History: Chapters: 15*  
E-Reader: *Article, Chapter 14, "The Ku Klux Klan: Organization & Principles."*

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Week 15: 23 – 25 April

29<sup>th</sup> Meeting: *The Civil War, 1863 – 1865*  
30<sup>th</sup> Meeting: *Reconstruction: from the end of the Civil War to the impeachment of Johnson, 1865 – 1868*

Readings: *America A Narrative History: Chapters: 16*

E-Reader: *None*

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Week 16: 30 April – 2 May

31<sup>st</sup> Meeting: *Reconstruction: from the Radical Phase of Reconstruction to its failure, 1869 – 1876*

32<sup>nd</sup> Meeting: ***Final Examination Review***

Readings: *none*

E-Reader: *none*

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### **Instructional Methods:**

### **Analytical Lectures/Exams/Formal Writing Assignments:**

### **Assignments for Students:**

#### **E-reader articles:**

The Electronic Reader or “E-reader” is a History Department assigned collection of articles on U.S. history being covered in this course and are a mandatory part of the course curriculum.

#### **10 articles will be assigned for the course.**

- In this course, students will be tested in two ways on the articles.
- Students will write a 1-2 page analysis on each of the 10 articles. Students will be expected to analyze the content of the article, the author’s thesis, use of sources in making his/her point and finally the student will place the author’s work in the context of the relevant course topic.
- Guidelines, formatting and proper submission requirements will be posted on course page separately.
- Due dates for the course individual articles are noted in the ‘Schedule of Lectures’.
- **NOTE:** Article summaries not submitted by the due date will result in the loss of credit for the relevant article assignments.
- Late article summaries will not be accepted under any circumstances and are not covered by the guidelines on late term papers.
- Students will also be tested on the relevant articles in the exams, either as part of the short-identification *or short & long essay* questions.

#### **Course Term Paper:**

- 20% of the semester grade will be a formal written essay assignment based on your reading of assigned course monograph, *Blood Meridian* or *The evening redness in the West*.
- The question for the paper and all other criteria to complete it properly will be posted separately on the course page on *Learning Web*.

#### **In – Class Examinations:**

- The exams will be composed of short-identification questions, short-answer essay & long-answer essay questions. The exams will be based on the class lectures, the textbook chapters & reader articles.
- The exams are not cumulative and the final exam will *not* be comprehensive.
- While the examinations are *not curved*, students will have opportunities to attempt **optional bonus credit questions** on the regular in – class examinations and an **optional bonus credit essay assignment** on the final examination. Details will be posted on the course page on the Learning Web in due course.
- There may also be opportunities for **extra credit** assignments outside the classroom; such as attending academic presentations, *et.al*. These are also **optional**.  
Check the ‘Course Announcements’ folder on the Learning Web for information on these opportunities.
- Students are **required** to use **HCC blue books** for **examinations**. These may be purchased from any HCC Campus Bookstore.
- Graded examinations will be **returned** within a **7 to 14 day period** after the examination is taken.
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### **Class Debate/Presentation:**

There will be a class debate/ individual presentations by students. See the relevant folder on the Course page on Learning Web for specific details and requirements.

### **Turnitin.com:**

Students will be required to create their own individual accounts on the anti-plagiarism website **turnitin.com** for the course. Student access is provided through their registration in this course. Students will need a **Class ID** and **password** to create their accounts. These will be provided by the Course Instructor on a separate folder on the course page on the Learning Web.

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### **Instructional Materials:**

**Textbook:** David Emory Shi & George Brown Tindall (authors), *America A Narrative History*, New York: W.W. Norton & Company, 2016. Tenth Edition. **ISBN:** 9780393265965 (Paperback). **ISBN:** 9780393265934 (Hardcover).

**Electronic Reader:** American Perspectives, Vol 1. [http://www.pearsoncustom.com/tx/hcc\\_hist1301](http://www.pearsoncustom.com/tx/hcc_hist1301)

(Access to the Electronic Reader can be purchased through the bookstore or directly through the publisher through the website)

**Monograph:** Monograph: *Blood Meridian or The evening redness in the West*, by Cormac McCarthy.  
New York: Vintage International Edition. 1992. **ISBN:** 10: 0679728759. **ISBN:** 13: 978-0679728757.

**In – Class Film:** We will be watching the historical-documentary ***Frederick Douglass & the White Negro***, which traces the renowned abolitionist Frederick Douglass’s positive experiences as a free man in British–occupied Ireland, but also examines some facets of both the positive and tragic relationships between Africa-Americans and Irish-Americans in the United States in the nineteenth-century.

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### **HCC Policy Statements:**

**ADA: STUDENTS WITH DISABILITIES** - any student with a documented disability, (i.e. physical, learning, psychiatric, visual, hearing, etc.) who needs to arrange reasonable accommodations must contact the disability services office at the respective college at the beginning of each semester. Faculty are authorized to provide only the accommodations requested by the disability services office.

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/district/students/disability-services/>.

### **Academic Honesty:**

According to the HCCS 2008-2009 Student Handbook, “students are responsible for conducting themselves with honor & integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty.” Examples of scholastic dishonesty, according to the Student Handbook “includes, but is not limited to, “cheating on a test, plagiarism, and collusion. Cheating on a test includes, copying from another student’s test paper; using material during a test that are not authorized by the person giving the test; collaborating with another student during a test without authority; knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of an unadministered test; bribing another person to obtain a test that is to be administered.” Finally, the Handbook defines plagiarism as the “appropriation of another’s work and the unacknowledged incorporation of that work in one’s own written work offered for credit. ‘Collusion’ means the unauthorized collaboration with another person in preparing written work offered for credit.”

**PLEASE NOTE:** Students caught cheating on an exam will receive an ‘F’ grade for that exam. Student papers that violate the rules of plagiarism and academic honesty will receive an ‘F’ grade for that assignment. In the case of persistent infringements the matter may be referred to the chair of the History Department or the appropriate HCC authorities.

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### **3-peaters: NOTICE: HCC Course Withdrawal Policy -**

Beginning Fall 2007, the State of Texas imposes penalties on students who drop courses excessively. Students are limited to no more than SIX total course withdrawals throughout their educational career at a Texas public college or university.

To help you avoid having to drop/withdraw from any class, contact your DE professor regarding your academic performance. You may also want to contact your DE counselor to learn about helpful HCC resources (e.g. online tutoring, child care, financial aid, job placement, etc.). HCC has instituted an Early Alert process by which your professor may “alert” you and DE counselors that you might fail a class because of excessive absences and/or poor academic performance.

Students should check HCC’s Academic Calendar by Term for drop/withdrawal dates and deadlines.

If a student decides to drop or withdraw from a class upon careful review of other options, the student can drop online prior to the deadline through their HCC Student Service Center:

<https://hccsaweb.hccs.edu:8080/psp/csprd/?cmd=login&languageCd=ENG>

Classes of other duration (mini-term, flex-entry, 8-weeks, etc.) may have different final withdrawal deadlines. Please contact the HCC Registrar’s Office at 713.718.8500 to determine mini-term class withdrawal deadlines.

**Withdrawal Deadline:** It is your responsibility to withdraw officially from a class and prevent an “F” from appearing on your transcript. When considering withdrawal from a course, remember that:

- No grade is given and your transcript reflects no record of the course if you withdraw before the Official Date of Record.
- A “W” (indicating withdrawal) appears on your transcript if you drop a course after the Official Date of Record and before the final deadline.



- The final deadline to drop the course is **Monday 1 April** by 4:30pm

**INTERNATIONAL STUDENTS:** Receiving a W in a course may affect the status of your student Visa. Once a W is given for the course, it will not be changed to an F because of the visa consideration. Since January 1, 2003, International Students are restricted in the number of distance education courses that they may take during each semester. **ONLY ONE** online/distance education class may be counted towards the enrollment requirement for International Students per semester. Please contact the International Student Office at 713-718-8520 if you have any questions about your visa status and other transfer issues.

**Student Course Reinstatement Policy:** Students have a responsibility to arrange payment for their classes when they register, either through cash, credit card, financial aid, or the installment plan. Faculty members have a responsibility to check their class rolls regularly, especially during the early weeks of a term, and reconcile the official class roll to ensure that no one is attending class whose name does not appear on the rolls. Students who are dropped from their courses for non-payment of tuition and fees, who request reinstatement after the official date of record (OE date), can be reinstated by making payment in full and paying an additional \$75 per course reinstatement fee. A student requesting reinstatement should present the registrar with a completed Enrollment Authorization Form with the signature of the instructor, the department chair, or the dean, who should verify that the student has been regularly attending class. Students who are reinstated are responsible for all course policies and procedures, including attendance requirements. A dean may waive the reinstatement fee upon determination that the student was dropped because of a college error. The dean should note the nature of the error in a memo to the registrar with the appropriate documentation.

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### **Food and Housing Security**

Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Dean of Students for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable us to provide any resources that HCC may possess.

### **EGLS3 (Evaluation for Greater Learning Student Survey System)**

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Go to [www.hccs.edu/egls3](http://www.hccs.edu/egls3) for directions.

### **Campus Carry:**

At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at <http://www.hccs.edu/district/departments/police/campus-carry/>

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### **Course Requirements/ Instructor Requirements:**

#### **Student Attendance Policy (Instructor's policy):**

- Although perfect attendance is *not* required, it is ***essential*** to **understanding the material in order to do well in this course!** Note that the instructor *will go over material that is not covered in the textbook* therefore if you are absent be sure to get the notes from a classmate/friend. **NOTE: I will not conduct any individual lecture make-up sessions during office hours for missed lectures neither will I give my personal lecture notes to students so it is essential you do make arrangements with a friend/classmate to get the missed lectures.**

- A sign-in sheet for attendance will be given during lectures but this is done only for *administrative reasons*. You will *not* be penalized in this course for any absences (*except for **required** attendance, such as examinations, class debate or other instances specified by the Course Instructor*) including *tardiness*.
- In the event that the Instructor is unable to make it to class, **WAIT** for at least 15 minutes from the class start time, then have a volunteer pass around a dated sheet and have everyone present sign-in for the day. The volunteer should then drop off the sheet at the Information Desk on the first floor of the building.

### Classroom Decorum:

The college classroom is the setting for a tranquil academic environment and as such cannot function if there is any disruptive behavior that affects the normal functioning of the classroom. Examples of disruptive behavior *may include but is not limited to*; continuously speaking without being recognized by the instructor or interrupting other recognized speakers, willfully deviating the class by speech or behavior away from the relevant subject matter, being insulting or disrespectful towards others or refusing to comply with faculty direction.

Any inappropriate behavior by any student that affects the normal functioning of the classroom may result in the student being asked to leave the classroom for the day and the matter being referred to the Chair of the History Department and/or appropriate Houston Community College System authorities.

- Adult behavior is expected from the students *at all times* in this course.
- Do *not* leave and return to the classroom frequently during the lecture as it is disruptive to both your fellow students and the instructor.
- Do *not* take photographs of the PowerPoint presentations; following the lectures and reviewing the slides in class is part of the learning process. You will have access to lecture outline and PowerPoint presentations before the start of each class posted on the Learning Web to prepare accordingly before each lecture.
- If you are late then take a seat in the back of the classroom.
- No sleeping in class!

### Notice on Withdrawals:

The instructor will not drop students from the class. Students must initiate the drop process themselves and complete the required paperwork before the due date. There will be no exceptions to this policy under any circumstances.

- **The official withdrawal date for Spring 2019 is Monday 1 April @ 1630hrs.**

### Make-up Exams/ Incomplete Grade Policy/ FX Grade:

- **NO make-up exams will be allowed except in exceptional circumstances where the student demonstrates a valid, officially documented non-academic reason (for example; medical, legal, family emergencies) for missing an exam.**
- **NOTE: Handwritten notes from parents/family do not constitute “official” documentation.**
- **The final decision in these matters rests with the instructor. There will be no exceptions to this policy.**
- If students are eligible for make – up examinations then a day will be scheduled when make – up exams will be given.
- The incomplete “I” grade policy is more **stringent than the Make-up Policy**; it will NOT be considered except in exceptional, officially documented situations & circumstances (such as a serious medical emergency).
- **The final decision in these matters rests with the instructor.**

### **FX Grade:**

- Under the HCC Grading Policy guidelines, this is a new grade that is given to students who do not attend (through to the end of the semester) while being registered in the course.
- Please note that given the instructor's policy requiring students to initiate withdrawal from the course, if they wish to do so, the FX Grade becomes relevant if the student fails to initiate the withdrawal process and stops attending classes for the remainder of the semester after the final withdrawal date.
- SPECIAL NOTE TO INTERNATIONAL STUDENTS/STUDENTS ON SCHOLARSHIPS/GRANTS/TUITION BENEFITS: An FX grade can adversely affect the conditions of your I-20 standing in the United States. Consult your International Student Advisor if you have questions. Students on scholarships/grants/tuition benefits keep in mind that an FX grade can also have an adverse impact on your scholarships, etc. Consult your advisor if you have questions. REMEMBER THAT THE INSTRUCTOR IS NOT RESPONSIBLE IN THESE SITUATIONS, IT IS YOUR RESPONSIBILITY IF NECESSARY TO AVERT AN FX GRADE BY INITIATING THE WITHDRAWAL PROCESS BEFORE THE OFFICIAL DATE OF WITHDRAWAL.

### **Student Privacy:**

- Please note that in order to safeguard student privacy; I will not discuss student-related issues (grades, papers, etc.) with anyone but the student and/or the Chair of the History Department.

### **Student concerns regarding Course:**

- If you have any questions or concerns about the course that you would like to be addressed by someone other than the Instructor then **contact** the Chairperson of the History Department: **Dr. Gisela Ables**. Email: [gisela.ables@hccs.edu](mailto:gisela.ables@hccs.edu). Telephone: 713-718-5779, **or** the Dean for the Liberal Arts Department **Dr. Theodore Hanley**. Email: [Theodore.hanley@hccs.edu](mailto:Theodore.hanley@hccs.edu) . Telephone: 713-718-8566.

### **Email communication protocol:**

- Use **only** your **official HCCS student email service** to **communicate** with the Instructor. **Do not use personal email account services** (e.g. Gmail, Hotmail, Yahoo) to communicate with the Instructor.
- State the *course number* (e.g. CRN 90322), *section number* (e.g. History 1302) and *your name* in the subject box. For example, *History 1302 CRN 104866 Student Janet Smith*.  
**Emails from personal email account services will not receive responses!** Students *may* simply be asked to resubmit emails from their **official HCCS student email service**; or not receive any response at all! **USE YOUR OFFICIAL HCCS STUDENT EMAIL SERVICE!**  
Contact HCC IT if you have any issues regarding accessing your HCCS student email account.
- Students should expect a response to emails **within a 24hr – 48hr period**.  
Note that emails received on **Friday after 17:00hrs** (5:00 pm) will **not** receive responses until the following **Monday morning after 0900hrs** (09:00 am).  
*Generally, however, I usually try to check my email a few times a day so students can expect to receive responses earlier, but the 24hr – 48hr period is my failsafe.*

### **Instructor policy on electronic devices:**

- The use of cellular phones and other electronic devices in the college classroom in any manner is disruptive to the academic environment; distracting both to the instructor and to students trying to follow the class lectures.
- **Consequently**, all **cellular phones** and **other electronic devices** are to be turned **off** for the duration lectures (if there are any *exceptional* circumstances such as an emergency where it is *vital* that you need to keep your cell phone *on* please clear it with the instructor before the start of class).

- **There are no exceptions to this policy, expect with the Instructor’s permission!**
- **Keep cellular devices off your desks!**
- If you do wish to use a laptop computer or other electronic device to take lecture notes *quietly*, you *may* do so, however you may not use this opportunity to also access the internet, or communicate with others in any form or manner!
- **All students using approved electronic devices must sit in the front rows of the classroom, no exceptions, once the front rows are full, students may then move to the next rows behind.**
- Any persistent violation of this policy by any student will result in the student being asked to leave the classroom for the day and the matter being referred to the Chair of the History Department/ Houston Community College System authorities.
- *Alternatively*, the privilege of using electronic devices to take lecture notes *may* be **revoked altogether** for the entire class for the duration of the semester if there are *persistent* violations.

**Student Statement of Acknowledgement:**

- **One week after the first day of class you must read, date and sign the statement of acknowledgement that you have understood all the contents, requirements, expectations and penalties outlined in the syllabus to the best of your abilities.** If you are unclear about any policies or course requirements contact the instructor before the statement is due.
- **The submission of the statement is mandatory; without which the student cannot take the first examination without explaining his/her reasoning for having failed to do so.**
- **Students will incur penalties for not turning in the statement of acknowledgement on time; including losing access to bonus credit questions and assignments for the entire semester.**

**Right of Change:**

*The Instructor reserves the right to make any changes deemed necessary to the Syllabus however the Instructor will inform the students in a timely manner beforehand.*

**Please read the HCCS Student Handbook; you have certain responsibilities to your fellow students & the faculty. You will be expected to fulfill those responsibilities.**

Program/Discipline Requirements: A minimum of 50% of the student’s semester average must come from writing assignments. \_\_\_\_\_

HCC Grading Scale:

- A 90-100%
- B 80-89%
- C 70-79%
- D 60-69%
- F 59% and below

**Instructor Grading System for Exams/Writing Assignments/In-Class Presentations/Article summaries:**

All exams & the formal written assignment will be 100 points each (see ‘Course Term Paper’).

10 article summaries are worth **10%** of the semester grade (see 'Grading the E-reader articles').  
The in-class presentation/debate/individual presentation is worth **15%** of the semester grade.

### **Calculating your grade in the course:**

- Your semester grade in this course has six components; three examinations, article summaries, term paper and in – class debate/individual presentation.
- Refer to the course syllabus for the **individual weights assigned to the six components**
- All examinations are *scored out of 100 points before they are converted* to the corresponding **component** of your **semester grade**
- The term paper is *scored out of 100 points before it is converted* to the corresponding **component** of your **semester grade**.
- The article summaries are **actual percentage points** of your **semester grade**, e.g. 1 article is = **1 percentage point** of your **semester grade**.
- The in – class debate/ presentation grade is **an actual percentage** of your **semester grade**; you will be graded for *both your individual participation and your contribution to your group's participation in the presentation*.
- Remember, **exams are not curved nor will semester grades be curved! As an alternative,** students will have the opportunity to **attempt** bonus credit questions on **all examinations** and have the opportunity to attempt an **optional bonus credit essay assignment** for the final examination. Bonus points are **added** to your examination scores out of 100 before the **conversion** referred to above.
- All bonus questions and assignments are **optional**.

Here is an example of a student's grades in the different components and how they fit into the semester grade.

- 1) Student Janet Smith scored a 74 on her first examination and *opted* not to attempt bonus credit questions. Janet's score for the **first examination component is as follows:**

74 divided by 100 (74/100) multiplied by (x) **15 % = 11.1 %** (percent) of the **semester grade**.

- 2) Janet scored a 65 on her second examination and *opted to attempt* the bonus questions on which she scored 9 points.

Janet's score for the **second examination component is as follows:**

65 plus 9 divided by 100  $\{(65+ 9)/100\}$  multiple by (x) **15% = 11.1 %** (percent) of the **semester grade**.

- 3) During the semester Janet completed only **5** of the **10 (ten) required article summaries** for the semester.

Janet's semester score for **article summaries component is:**

For **5 articles completed = 5%** (percent) of the **semester grade**.

- 4) Janet score 82 on her semester term paper.  
Janet's score for the **term paper component is as follows:**

82 divided by 100 (82/100) multiplied by(x) **20% = 16.4%** (percent) of the **semester grade**.

- 5) Janet received full credit on the **individual class presentation**.

Janet's score for the individual class presentation **component is as follows:**

**Full credit = 15%** (percent) of the **semester grade**.

- 6) Janet scored a 64 on the final examination and *opted* to attempt *bonus questions* on which she *scored* 12 points. Janet also *opted* to attempt the *optional bonus credit assignment* on which she scored 14 points.

Janet's score for the **final examination component** is as follows:

64 plus 12 plus 14 divided by 100  $\{(64+12+14)/100\}$  multiplied by (x) **25%** = **22.5%** of the **semester grade**.

Now, add all **(six) component percentages**:

**11.1% + 11.1% + 5% + 16.4% + 15% + 22.5% = 81.1%**

Since the **0.1 %** is **less than half a percentage point** I round the score **down** to the **next number** so the score now is **81%** (percent). For **more than .5%** I round the score **up** to the **next number**.

For the semester Student Janet Smith has now received **81%** or a '**B**' grade.

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**Instructor Grading Criteria on exams and the written assignment:**

90-100 points A  
80-89 points B  
70-79 points C  
60-69 points D  
Under 60 points F

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**Semester grade breakdown:**

**Your semester grade in this course is composed of the following components:**

Exam I: 15%  
Exam II: 15%  
Written Assignment: 20%  
Class Debate/Individual Presentations: 15%  
Article Summaries: 10%  
Final Exam: 25%

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"This syllabus is meant as a guide and is subject to change at the discretion of the instructor. If there are any changes made, the students will be notified in a timely manner."

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