
Calumet College



of Saint Joseph

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Calumet College of St. Joseph is a Catholic institution of higher learning dedicated to the academic, spiritual and ethical development of undergraduate and graduate students. Informed by the values of its founding religious community, the Missionaries of the Precious Blood (C.P.P.S.), the College promotes the inherent dignity of all people, social justice, an ethic of service, student empowerment, opportunity, and lifelong learning.

COURSE SYLLABUS, Fall 2017**Course: HUM 110 B****Instructor Information:**

Instructor Name	Ms. Jennifer Young
Office Number:	179
Phone Number:	219-473-4285
Email:	jyoung@ccsj.edu
Hours Available:	
Instructor Background: I have a MA in English and over 5 years of teaching experience. My full-time position at CCSJ as Learning Community Coordinator gives me the amazing opportunity to meet lots of new people every year and to hopefully make their (and your!) transition to college a good one. My office is a mess – and it's a pretty good reflection of my personality. A mix of business and fun but always good-intentioned and ready to be of service.	

Course Information:

Course Time:	T/R 8:30-10
Classroom:	207
Prerequisites:	None
Required Books and Materials:	Custom text provided by CCSJ Note-taking materials Ready access to Blackboard and the Internet
Learning Outcomes/ Competencies: Students in this course will: <ul style="list-style-type: none">• know the periods in the history of Western Civilization and the names and works of representative writers, artists, philosophers, and religious teachers.	

- understand the key intellectual, philosophical, artistic, and religious **movements** and **concepts** that have defined the humanities throughout the history of Western culture.
- **actively read** their humanities textbook and accompanying humanistic texts. They will how to *highlight* and *annotate*, identifying main and subordinate ideas; *outline*, distinguishing between main and subordinate units *summarize*, articulating both the main idea and argument; and *build* a college-level vocabulary.
- learn how to do the humanities: **study** philosophy, **read** literature, **do** history, **understand** religious stories, and **look** at great works of art with greater sensitivity and insight.
- **appreciate the humanities** and the role they can play creating one’s self and understanding God, nature, and society.
- know the **cultural opportunities** afforded by the Chicagoland area, including the Art Institute, the Lyric Opera, the Chicago Symphony Orchestra, and variety of Chicagoland theaters.

This course introduces the following General Education objectives:

- Students will read analytically, synthetically, and critically in a variety of genres.
- Students will write in a variety of forms using valid logic, persuasive rhetoric, and correct grammar, usage, and punctuation.
- Students will be able to orally deliver a presentation with a clear central idea that is logically developed, supported by convincing evidence and valid reasoning, and expressed using language and delivery choices thoughtfully adapted to the audience.
- Students will appreciate, create, and critique the persuasive power of art and media.
- Students will be able to apply ethical standards to social issues and analyze their own core beliefs and the origin of these beliefs.

Course Description:

This course introduces students to the major artistic and intellectual movements in our culture. The course introduces the arc of history through the humanities, tracing the foundation of Western civilization from the earliest Judeo-Christian tradition, through the Greco-Roman period, Medieval Europe, the Renaissance, the Enlightenment, and the Romantic era, to the age of globalization. The course provides an introductory framework for the Calumet College core curriculum.

Learning Strategies:

Our best strategy for learning will be thinking. To do good thinking, we’ll read a lot and talk a lot. Sometimes there will be lectures and videos. Sometimes there will be projects and assignments. You can anticipate trying a lot of different learning strategies and experiencing a lot of different teaching methods in our effort to travel through over 2000 years of our collective history.

Experiential Learning Opportunities:

Students will complete a group project and presentation that identifies the key components to a time period and that time period’s place in the progression of human history. These presentations will serve as study guides for their classmates at midterm and be revisited and revised for finals.

Assessments:		
Major Assignments:	Quizzes, Tests, a Midterm, and a Final Weekly Readings Weekly Assignments Two group projects/presentations	
Class Participation:	Class participation will be reflected in the quality of submitted work. If you are engaged and paying attention, it will show in your homework, and, more importantly, in the quality and quantity of what you learn.	
Grading Scale: In percentages of points earned compared to points possible		
100 – 92: A 91 – 90: A-		
89 – 88: B+ 87 – 82: B 81 – 80: B-		
79 – 78: C+ 77 – 72: C 71 – 70: C-		
69 – 68: D+ 67 – 62: D 61 – 60: D-		
59 and below F		
Course Schedule		
This is a basic schedule we will follow...and probably stray from at some point. Your best and most accurate detailed account of what is happening and what needs to happen will be available in Blackboard.		
Class Date	Assignments	Class Discussion/Activities
Week 1 9/5 & 7	Always check Blackboard	Introduction and Crash Course
Week 2 9/12 & 14	Always check Blackboard	Greece
Week 3 9/19 & 21	Always check Blackboard	Rome
Week 4 9/26 & 28	Always check Blackboard	Monotheism
Week 5 10/3 & 5	Always check Blackboard	Presentations
Week 6 10/10 & 12	Always check Blackboard	MIDTERM and Meetings
Week 7 10/17 & 19	Always check Blackboard	Middle Ages
Week 8 10/24 & 26	Always check Blackboard	Renaissance
Week 9 10/31 & 11/2	Always check Blackboard	Early Modernity
Week 10 11/7 & 9	Always check Blackboard	Enlightenment and Romanticism
Week 11 11/14 & 16	Always check Blackboard	Industrial Age
Week 12 11/21 & 23	Always check Blackboard	Catch-up Day and Thanksgiving
Week 13 11/28 & 30	Always check Blackboard	20th Century Modernism
Week 14 12/5 & 7	Always check Blackboard	Presentations
Week 15 12/10-16	FINAL	

I reserve the right to change this schedule to meet the needs of the class, and I will.

Responsibilities	
Attending Class	You cannot succeed in this class if you do not attend. We believe that intellectual growth and success in higher education occur through interaction in the classroom and laboratories. However, we do not want to penalize students for participating in college-sponsored events. When you miss class because of a college event, you must give notice of

	<p>your absence in advance, and you are responsible for all missed work. Being absent doesn't excuse you from doing class work; you have more responsibilities to keep up and meet the objectives of this course.</p> <p>Students are allowed four absences in this course, with no distinction being made between excused and unexcused. You should reserve your allowed absences for illness and major events. At the fifth absence (and beyond), your final earned percentage will drop 1/3 of a letter grade for each occurrence. As an example, a student missed 6 classes and earned a 73%. This would normally mean a C, however the student has lost 2/3 of a letter grade for 2 excessive absences. That means the student now has a final grade of D+. Don't be that student.</p>
<p>Turning In Your Work</p>	<p>You cannot succeed in this class if you do not turn in all your work on the day it is due. Late work puts you behind and causes you to run to play catch-up. That's no way to win the race. Late work is not accepted because it puts you in a bad position.</p> <p>However, sometimes life gets in the way of living. Each student can submit one assignment up to 24-hours late OR resubmit one poorly-done assignment for a chance at an improved evaluation within 24 hours. This allowance, which we will call the <i>Do Over</i>, will be tracked in Blackboard.</p> <p>All written work done outside of class must be typed and submitted through Blackboard. The timestamp will confirm your submission made the deadline. If there is a submission link in Blackboard for an assignment, it will not be accepted in any other format.</p>
<p>CCSJ Student Honor Code</p>	<p>This course asks students to reaffirm the CCSJ Student Honor Code:</p> <p>I, as a student member of the Calumet College academic community, in accordance with the college's mission and in a spirit of mutual respect, pledge to:</p> <ul style="list-style-type: none"> • Continuously embrace honesty and curiosity in the pursuit of my educational goals; • Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my community; • Do my own work with integrity at all times, in accordance with syllabi, and without giving or receiving inappropriate aid; • Do my utmost to act with commitment, inside and outside of class, to the goals and mission of Calumet College of St. Joseph.
<p>Using Electronic Devices</p>	<p>Electronic devices can be extremely helpful when used in class for course-related purposes. They can also be a terrible distraction. Keep them put away, out of sight and out of mind. If your use of a phone is a distraction to me, you, or your classmates, you will get one warning to put it away. After that, you will be asked to leave the room and marked absent.</p>

	<p>If you so much as touch your phone during a quiz or exam, you earn an automatic zero.</p> <p>And take your earbuds out. It is rude to have them in when someone is talking to you.</p>
Participating in Class	<p>You must be on time. The door is staying shut once the class starts. You need to stay for the whole class. If you aren't there from start to finish, you aren't there. If you aren't there, you are absent.</p> <p>Most importantly, you need to be mentally and emotionally present when you are physically present. Pay attention and stay engaged. Ask questions and answer questions asked of you.</p>
Doing Your Own Work	<p>If you turn in work that is not your own, you are subject to judicial review, and these procedures can be found in the College Catalog and the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines, such as MLA or APA format, to document sources avoids plagiarism. The Library has reference copies of each of these manuals, and there are brief checklists in your Student Handbook and Planner.</p> <p>Because a lot of what we are learning will be totally new to you, it can be tempting to look for other people's thoughts as you form your own. Sometimes that is okay, but most assignments in this class will ask that you NOT do that. Trust yourself and the information you get in class. You will get all the information you need to complete what is asked of you. You can do it on your own.</p> <p>As an academic and an intellectual, I find plagiarism and cheating to be cowardly and dirty. It will not be tolerated. The first instance gets you a firm talking to and a zero for the assignment; the second instance is an irreparable F for the course.</p> <p>PLEASE NOTE: All papers will be electronically checked for plagiarism.</p>
Tracking Your Progress	<p>All of your grades will be tracked in Blackboard. You can determine your grade at any point by dividing your earned points by the total points you could have earned (you will get a decimal number that gives your percentage).</p> <p>Your midterm grade will be available on MyCCSJ between Weeks 6 and 8.</p> <p>We can have a respectful and earnest conversation about your progress any time you like.</p>
Sharing Your Class Experience	<p>At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are <i>essential</i> to our ongoing efforts to ensure that you have a great experience that leaves you well prepared for your future. Take the time to complete your course evaluations – we value your feedback!</p>

Withdrawing from Class	After the last day established for class changes has passed (see the College calendar), you may withdraw from a course by following the policy outlined in the CCSJ Course Catalog.
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Resources	
Student Success Center:	The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library.
Disability Services:	Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.
Student Assistance Program	Through a partnership with Methodist Hospital, Calumet College of St. Joseph provides a free Student Assistance Program (SAP) to current students. The SAP is a confidential counseling service provided to students for personal and school concerns which may be interfering with academic performance and/or quality of life. The SAP counselor is available on campus once a week and off-site at their Employee Assistance Program (EAP) office in Merrillville or Gary. For more information, contact the SAP Counselor, at 219-736-4067.
CCSJ Alerts:	Calumet College of St. Joseph’s emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College’s website at: http://www.ccsj.edu/alerts/index.html .

Emergency Procedures

MEDICAL EMERGENCY

EMERGENCY ACTION

1. Call 911 and report incident.
2. Do not move the patient unless safety dictates.
3. Have someone direct emergency personnel to patient.
4. If trained: Use pressure to stop bleeding.
5. Provide basic life support as needed.

FIRE

EMERGENCY ACTION

1. Pull alarm (located by EXIT doors).
2. Leave the building.
3. Call 911 from a safe distance, and give the following information:
 - Location of the fire within the building.

- A description of the fire and how it started (if known)

BUILDING EVACUATION

1. All building evacuations will occur when an alarm sounds and/or upon notification by security/safety personnel. **DO NOT ACTIVATE ALARM IN THE EVENT OF A BOMB THREAT.**
2. If necessary or if directed to do so by a designated emergency official, activate the building alarm.
3. When the building evacuation alarm is activated during an emergency, leave by the nearest marked exit and alert others to do the same.
4. Assist the disabled in exiting the building! Remember that the elevators are reserved for persons who are disabled. **DO NOT USE THE ELEVATORS IN CASE OF FIRE. DO NOT PANIC.**
5. Once outside, proceed to a clear area that is at least 500 feet away from the building. Keep streets, fire lanes, hydrant areas and walkways clear for emergency vehicles and personnel. The assembly point is the sidewalk in front of the college on New York Avenue.
6. **DO NOT RETURN** to the evacuated building unless told to do so by College official or emergency responders.

IF YOU HAVE A DISABILITY AND ARE UNABLE TO EVACUATE:

Stay calm, and take steps to protect yourself. If there is a working telephone, call 911 and tell the emergency dispatcher where you are **or** where you will be moving. If you must move,

1. Move to an exterior enclosed stairwell.
2. Request persons exiting by way of the stairway to notify the Fire Department of your location.
3. As soon as practical, move onto the stairway and await emergency personnel.
4. Prepare for emergencies by learning the locations of exit corridors and enclosed stairwells. Inform professors, and/or classmates of best methods of assistance during an emergency.

HAZARDOUS MATERIAL SPILL/RELEASE

EMERGENCY ACTION

1. Call 911 and report incident.
2. Secure the area.
3. Assist the injured.
4. Evacuate if necessary.

TORNADO

EMERGENCY ACTION

1. Avoid automobiles and open areas.
2. Move to a basement or corridor.
3. Stay away from windows.
4. Do not call 911 unless you require emergency assistance.

SHELTER IN PLACE

EMERGENCY ACTION

1. Stay inside a building.
2. Seek inside shelter if outside.
3. Seal off openings to your room if possible.

4. Remain in place until you are told that it is safe to leave.

BOMB THREATS

EMERGENCY ACTION

1. Call 911 and report incident.
2. If a suspicious object is observed (e.g. a bag or package left unattended):
 - Don't touch it!
 - Evacuate the area.

TERRORISM AND ACTIVE SHOOTER SITUATIONS

EMERGENCY ACTION

1. Call 911 and report intruder.

RUN, HIDE OR FIGHT TIPS:

1. **Prepare** – frequent training drills to prepare the most effectively.
2. **Run and take others with you** – learn to stay in groups if possible.
3. **Leave the cellphone.**
4. **Can't run? Hide** – lock the door and lock or block the door to prevent the shooter from coming inside the room.
5. **Silence your cellphone** -- use landline phone line.
6. **Why the landline?** It allows emergency responders to know your physical location.
7. **Fight** – learn to “fight for your life” by utilizing everything you can use as a weapon.
8. **Forget about getting shot – fight!** You want to buy time to distract the shooter to allow time for emergency responders to arrive.
9. **Aim high** – attack the shooter in the upper half of the body: the face, hands, shoulder, neck.
10. **Fight as a group** – the more people come together, the better the chance to take down the shooter.
11. **Whatever you do, do something** – “react immediately” is the better option to reduce traumatic incidents.