HIST 2311-020 History of Western Civilization I

Group 1: Tuesday, 9.30am–10.45am, Academic 221
Group 2: Thursday, 9.30am–10.45am, Academic 221

Dr. Sarah Lynch  sarah.lynch@angelo.edu  Office: A 210 F
325-942-2202

Virtual Office Hours: MW, 10am–11am, TTh 1pm–2pm
(See Blackboard for instructions)

Table of Contents

Student Learning Objectives ................................................................. 1
Required Reading .................................................................................. 1
Grade Information .................................................................................. 2
Course Requirements and Policies ......................................................... 3
Assignments ............................................................................................. 4
University Policies .................................................................................. 7
COVID-19 Protocols & Precautions ....................................................... 9

Student Learning Objectives

Essential
○ You will gain a basic understanding of the Western world (especially Europe), including factual knowledge, methods, principles, generalizations, and theories.

You will be expected to pay attention in class, take good notes in class and while reading, and retain this information.
○ You will develop a global awareness and knowledge and understanding of diverse perspectives and the interconnectedness between Western cultures and the wider world

You will be expected to begin to analyze historical events and processes.
○ You will gain a broader understanding and appreciation of Western (especially but not limited to European) intellectual and cultural activity, including music, science, art, and literature.
○ You will develop skills in expressing themselves orally or in writing.

Students will be expected to achieve a high degree of written fluency in their assignments and quizzes during the course of the semester.

Required Reading

I will set further reading (as indicated on your class schedule) but this will be your starting point for all class preparation. All assigned readings must be completed before each corresponding class. Any additional readings will be posted online through Blackboard.
You may purchase either the first edition or the second edition. Do not buy both. Do not buy the sourcebook.

I would also recommend that you buy the print edition rather than the electronic edition. You will be spending a lot of time on screens this semester so using a printed textbook to do your reading will give your eyes a rest.


OR


Students are not required to buy their textbook from the campus store. Instead, you should consider buying it through an online retailer (AbeBooks, Amazon, etc.). These are usually MUCH cheaper.

**Grade Information**

**Grades and Definitions**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A (90%-100%)</td>
<td>Excellent</td>
<td>Exceptional work, excellent analysis and fluent writing skills, excellent knowledge of facts</td>
</tr>
<tr>
<td>B+, B (80%-89%)</td>
<td>Very good</td>
<td>Very good analysis but less fluid writing skills etc., solid grasp of facts</td>
</tr>
<tr>
<td>C+, C (70%-79%)</td>
<td>Good</td>
<td>Good analysis and standard writing skills, solid knowledge of facts</td>
</tr>
<tr>
<td>D+, D (60%-69%)</td>
<td>Satisfactory</td>
<td>Some issues with analysis and writing, basic knowledge of facts</td>
</tr>
<tr>
<td>F &lt;60%</td>
<td>Not satisfactory</td>
<td>Issues with analysis and written expression, lack of factual knowledge</td>
</tr>
</tbody>
</table>

**Composition of Total Grade**

<table>
<thead>
<tr>
<th>Component</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10% Participation</td>
<td>Weekly progress checks, attendance of office hours</td>
</tr>
<tr>
<td>50% Quizzes</td>
<td>Due BEFORE 5pm on each of the following days: August 28th, September 11th, September 25th, October 9th, October 23rd, November 6th (6 quizzes, lowest score dropped)</td>
</tr>
<tr>
<td>10% Principal Assignment 1 (Note-Taking Exercise)</td>
<td>September 18th</td>
</tr>
</tbody>
</table>
Extra Credit

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10%</td>
<td>Online discussions, quizzes, map assignments, worksheets etc.</td>
</tr>
<tr>
<td></td>
<td>See class schedule for due dates</td>
</tr>
</tbody>
</table>

Mid-term grades will be calculated based on the results of the first three quizzes and the note-taking exercise.

Course Requirements and Policies

In class

*Remember to complete the daily wellness screening on Ramport before you travel to campus/leave your dorm room.*

- Please be respectful. Be attentive to me and to your classmates during lectures and class discussions. Do not interrupt either myself or other students. *As per university policy, you must cover your nose and mouth in class this semester. If you cannot wear a mask and/or have an official waiver, please contact me in advance.*
- Do not arrive late or leave early. Students are expected to be seated by the time class is scheduled to begin. **Students who arrive late will be penalized 0.5% for each incident.**
- Bathroom breaks are not permitted except in cases of illness. *Due to the specific circumstances this semester, you must adhere to the seating chart provided throughout the semester and avoid moving around the classroom during class.*
- **Switch off** your phones. If you are found using your phone during class for any reason, you will lose 1% from your participation grade for each incident.
- Students should not consume any tobacco products (including dipping, chewing, or snuff).
- Students should avoid chewing gum in class. *This is particularly important when you are wearing a mask.*
- **Take notes.** Slides will be posted online after class but will not be detailed.
- I would advise you to bring your textbook with you to class. If I post additional material online, please print it out and bring it to class as well. *I will not be distributing any printed materials etc. during classes this semester.*
- Taking notes on a laptop computer or other electronic devices will only be permitted in certain circumstances. **Students must ask for permission before doing so.** Students must not distract other students or use them to access non-class related material.
- If you are unable to attend class, please contact me at sarah.lynch@angelo.edu as far in advance as possible.
Assignments
Participation (10%)
This is going to be a VERY DIFFERENT semester so how I determine your participation will be very different.

- You must try to come to every in-person class for your group. If you cannot come, for whatever reason, please contact me in advance so I can mark you as excused. If you miss four or more classes unexcused, you will not lose your participation grade but you will be early alerted and you will have to contact both myself and your advisor. If you fail to arrange a meeting with me, you will lose your entire participation.

- Your participation grade will be determined by your completion of weekly progress quizzes. These will be made available each Monday and must be completed by 5pm every Friday. These short multiple-choice quizzes will be based on your reading and on the lectures. You will lose 0.5% from your participation grade for every missed quiz.

- You must arrange to have two virtual office hours with me throughout the semester with prepared questions on the course material in order to receive a full participation grade. This will enable all of you to speak to me on a one-on-one basis.
  
  First v-office hour must be completed by the end of Week 6 (September 25th)
  Second v-office hour must be completed by the end of Week 12 (November 6th)

If you do not “attend” my office hours during these timeframes, you will lose 1% from their participation grade for each office hour missed. Students who complete all the progress quizzes but who do not attend both virtual office hours can only receive a maximum of 8% for their participation grade.

Students should avoid arranging vacations etc. during the semester and especially during the exam period.

Quizzes (50%)
There will be six quizzes during the semester. Each is worth 10% and will comprise of ID questions, which you will complete and upload as a document onto Turnitin. Each quiz will be made available on the Wednesday before it is due. Each quiz must be uploaded to Turnitin before 5pm on the Friday it is due. You will therefore have 48 hours to complete the quiz.

Due dates for quizzes
Quiz 1: August 28th before 5pm
Quiz 2: September 11th before 5pm
Quiz 3: September 25th before 5pm
Quiz 4: October 9th before 5pm
Quiz 5: October 23rd before 5pm
Quiz 6: November 6th before 5pm

The lowest-scoring quiz will be excluded from your final grade and study terms will be provided in advance. You must use the lectures and your readings to prepare your answers for the ID terms. Do not use the internet! There will be no make-up quizzes.
Principal Assignment 1: Note-taking Exercise (10%)
Due: September 18th

Note-taking is an important skill, both in college and in your future career(s). As such, students must learn to take detailed notes beyond the information that appears on PowerPoint slides etc. that will help them retain information and provide useful study guides for quizzes and exams.

You must submit full, typed notes for one of the online topics that we will cover in weeks 2, 3, and 4 (Ancient Egypt, Ancient Greece I, Ancient Greece II, or The Hellenistic World). Your notes must not be a mere repetition of the PowerPoint slides posted on Blackboard. You should also combine relevant notes from your reading from Backman. Feel free to experiment with one of the many note-taking systems (such as the Cornell Method). More advice and examples will be posted on Blackboard.

The assignment must use 1.5 spacing, Times New Roman, 12 point font, 1” margins with your name, your relevant class number and section, my name, and the title of the specific class (e.g. The Hellenistic World) on the top of the first page. Pages must be numbered.

If you prefer to use alternative note-taking styles such as mind-mapping and timeline-style notes (which are difficult to type) may submit these as photos (.jpegs etc.) via email.

Please note: I do not read or comment upon rough drafts.

You must upload your assignment to Turnitin via Blackboard before 5pm on the due date.

Principal Assignment 2: Bibliography Exercise (10%)
Due: October 30th

Learning to write proper bibliographies is an essential skill for history students. You must find two books and two articles on your assigned topic and compile a bibliography in Chicago Style. You must only use books and/or ebooks from the Porter Henderson Library and/or books and articles from JStor (available online through the library website). Encyclopedia entries, webpages etc. will not be accepted. You must also write a brief summation (of around 50 words) on the central themes and arguments of each work cited—demonstrating that you have examined each book and article. Each student will be assigned one of the following topics in Week 2.
- The First Cities
- Alexander the Great
- The End of the Roman Empire
- The Rise of Islam
- The Carolingians
- Jewish People in Medieval Europe

The assignment must use 1.5 spacing, Times New Roman, 12 point font, 1” margins with your name, your relevant class number and section, my name, and the topic on the top of the first page. Pages must be numbered. A sample bibliography will be posted on Blackboard along with a checklist.

Assignments will be graded on formatting, clarity, and correctness of writing. Students will lose marks for poor grammar, informal writing, and careless composition.

Please note: I do not read or comment upon rough drafts.

You must upload your assignment to Turnitin via Blackboard before 5pm on the due date.
Final Exam (20%)
Due: November 23rd
You will be required to complete a number of ID questions on topics covered throughout the semester. This final will be made available on Friday, November 20th at 12pm (noon) and it must be uploaded to Turnitin via Blackboard before 5pm on Monday, November 23rd. A list of study terms will be provided in advance. You must use the lectures and your readings to prepare your answers for the ID terms. Do not use the internet! Due to the Thanksgiving break and the extended time provided to complete the exam, extensions or make-up exams cannot be arranged.

Extra Credit (up to 10%)
There will be several extra credit opportunities throughout the semester (see course schedule). These will comprise of worksheets, map assignments, online discussions, quizzes etc. They must be appropriately completed and uploaded before 5pm on the date that they are due. Since these are extra credit assignments, no extensions will be given.

Grading, Extensions, and Late Assignments
• You must complete the two principal assignments and the final exam in order to pass the course. If you do not complete one of these components (in the case of the principal assignments, within 2 weeks of the due date) you will automatically receive an “F” grade for the class.
• All assignments, quizzes etc. must uploaded to Turnitin before 5pm on the due date.
• Late papers will lose 5% for each calendar day that they are late, beginning immediately at 5pm on the due date.
• There will be no make-up exams or quizzes, nor will I authorize any extensions of the due date for assignments, unless approved by me and arranged in advance.
• In the event of a problem or emergency, send me an email. I may also be reached by telephone at 325-942-2202 or 325-942-2324 (the history department office).
• While this semester may be different for extracurricular activities, all students involved in athletics, band, theater, and other university-related activities must provide me with a signed letter and schedule from the relevant faculty member, coach, or advisor. This must be handed to me at the beginning of the semester or as soon as the schedule is finalized. Failure to do so will be reflected in students’ participation grades.

Plagiarism
Plagiarism is a form of academic misconduct that is defined as the theft of ideas or information from a source without giving proper credit. Plagiarism is a serious offense that could result in failure of the course, among other penalties. All work must be your own. Plagiarism and/or cheating will not be tolerated in any way. A digital plagiarism detection program (such as Turnitin) will be used to check your work.

Plagiarism cases will result in 0% on an assignment for the first offense and a failing grade in the entire class for all subsequent offenses, including those that have occurred in other
classes taken with the same professor. Students will also be formally reported for academic misconduct.

Academic integrity is essential to the discipline of history. Historians are in a constant conversation with each other, building upon the work of others, while contributing their own original research. Precise and rigorous citation of documents and secondary sources is a necessity to provide a road-map for future historians. Citing sources will be discussed in class. If you are unsure about a citation, contact me with your question.

**University Policies**

**Academic Integrity**

In the academic world (and world beyond) honesty and integrity are of great importance. Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

**Plagiarism Policy**: Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft. In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list. Papers are subject to be evaluated for originality via Turnitin. Resources to help you understand this policy better are available at the ASU Writing Center.

Plagiarism is not the only academic offense: cheating, forgery, disruptive/disrespectful behavior are all forms of unacceptable behavior. Although discussing your work with classmates may be helpful, you must also be aware of “unauthorized collaboration” as a form of academic misconduct.

View the university’s honor code here: [http://www.angelo.edu/forms/pdf/Honor_Code.pdf](http://www.angelo.edu/forms/pdf/Honor_Code.pdf)

**Copyright Policy**: Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

**Special Accommodations**

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for
reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website at www.angelo.edu/ADA. The employee charged with the responsibility of reviewing and authorizing accommodation requests is: Ms. Dallas A. Swafford, dallas.swafford@angelo.edu.

Religious Holy Days
A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day for more information. Any due dates impacted will be rearranged by the instructor.

Incomplete Grade Policy
It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more information.

Student Code of Conduct
As a student, there are rules. Find them here: https://www.angelo.edu/student-handbook/code-of-student-conduct/Student-conduct-mission-policies.php

Title IX at Angelo State University
Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance. This is done in order to connect students with resources and options in addressing the allegations reported. As a student, you are encouraged to report any incidents of sexual misconduct directly to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator. You may do so by contacting:

Michelle Boone, J.D.  Director of Title IX Compliance/Title IX Coordinator
Mayer Administration Building, Room 210
325-942-2022
michelle.boone@angelo.edu
You may also file a report online 24/7 at www.angelo.edu/incident-form
If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

The Office of Title IX Compliance also provides accommodations related to pregnancy (such as communicating with your professors regarding medically necessary absences, modifications required because of pregnancy, etc.). If you are pregnant and need assistance or accommodations, please contact the Office of Title IX Compliance utilizing the information above.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.

University Policies
For additional general university policies, consult the university student handbook. The handbook may be found here: http://www.angelo.edu/student-handbook/

COVID-19
Official Angelo State University Statement on Face Coverings
As a member of the Texas Tech University System, Angelo State University has adopted the mandatory Facial Covering Policy to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability.

For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

Protocols & Precautions
Angelo State University is committed to the health, safety, and well-being of everyone on campus and is following protocols recommended by local and state officials and the Centers for Disease Control. What does that mean practically for the 2020–2021 school year?

What are the requirements for being on campus?

- **Face coverings** that cover both the nose and mouth are **required** and must be worn by the entire campus community (students, faculty, staff, visitors, vendors, and contractors) while on campus or in university facilities.
- Daily wellness screenings are **required** and can be completed at rampart.angelo.edu.
- After completing the daily wellness screening, a badge will be generated with today’s date. This badge may be necessary to enter certain areas of campus, so have it handy on your phone.
• Some areas on campus (hallways, stairwells, etc.) may offer directional signage to keep traffic moving in the same direction.
• Signage will be placed throughout campus, both reminding you to socially distance, as well as note six-foot markers between you and the person in front of/behind you.

How will classes work?
• Classroom capacities have been reduced to maximize social distancing.
• Masks will be required in the classrooms, and students will be required to follow a seating chart.
• Most classes will involve some combination of on-campus and online instruction.
• Students are required to follow any directions given by professors concerning individually assigned class dates in a hybrid format.
• Students are encouraged to stay home if they are not feeling well; online lectures will be made available.

What will happen if somebody tests positive for COVID-19?
• Classroom capacities have been reduced to maximize social distancing.
• If a student tests positive, the relevant medical authorities will alert the university and the department chair.
• At that point, the student will be isolated and quarantined, and everybody who has been in contact with that student will be asked to quarantine as well.
• Students who are isolated following a positive test or who are quarantined because of exposure to a positive case will be allowed to continue their courses online.
• Should an instructor or professor fall ill, the course will immediately move online.

What do I do if I think I might be sick?
• If you have been in contact with anybody who has tested positive for COVID-19 and/or if you feel unwell, please stay home; online lectures will be made available.
• If you have been in contact with anybody who has tested positive for COVID-19 and/or if you feel unwell, input this information into the wellness screening app to help the university keep up-to-date information about the health of the Ram Family.
• Students who need additional screening can download and use the Shannon on Demand app to receive medical advice and to determine whether or not they need to be tested.
• If you are living on campus and you need to self-isolate, you may be moved from your current residence hall to a self-isolation location on campus until you have met the CDC recovery guidelines.

Students must regularly check email and Blackboard for any changes that arise. Should it become necessary, courses may have to go online, and the professors or department chairs will provide all relevant information in such a case.

I reserve the right to make changes to the syllabus, course requirements, or policies at any point during this semester. Due to the particular challenges of the Fall 2020 semester, this class may be switched online at any point.