

SPC  
AMERICAN MINORITY STUDIES  
COMMON COURSE SYLLABUS

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**Department:** Behavioral Sciences

**Discipline:** HUMANITIES

**Course Number:** HUMA 2319

**Course Name:** AMERICAN MINORITY STUDIES

**Credit:** 3 Lecture: 3 Lab: 0

This course satisfies a core curriculum requirement: Yes – Language, Philosophy and Culture

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

**Available Formats:** Conventional and Internet

**Textbook:** “See Individual Instructor’s Syllabi”

**Supplies:** Computer and Internet access for Internet courses and campus classes.

**Course Description: (3:3:0)** : This interdisciplinary survey examines the diverse cultural, artistic, economic, historical, political, and social aspects of American minority communities. Topics may include race/ethnicity, gender, socioeconomic class, sexual orientation, national origin, age, disability, and religion.

Semester Hours: 3 Lecture Hours: 3 Lab Hours: 0 (This course covers the historical, economic, social, and cultural development of minority groups, including African-American, Mexican-American, Asian-American, and Native-American issues)

**Course Purpose/Rationale/Goal:** American Minority Studies provides a multidisciplinary analysis of the subordinate/dominant statuses of individuals and groups by recognizing the impact of race/ethnicity, gender, and socioeconomic class of individuals and groups in relationship to American society. The course is designed to foster critical analysis of the issues of difference in our society and to prepare students to understand and interact with people from diverse backgrounds and cultural perspectives throughout their lives. Art, literature, historical analysis, economic analysis, and/or music will be utilized to understand the cultural differences.

**Learning Outcomes/Competencies:**

Upon the successful completion of this course, students will:

1. Analyze the history, culture, and struggles for equality of American minority groups.
2. Articulate an informed personal response and critically analyze works by minorities in the arts and humanities.
3. Demonstrate awareness of multiple cultural perspectives representative of diverse minority groups.
4. Describe the impact of discrimination on the everyday life of minority groups in the context of social, political, and economic circumstances.
5. Analyze minority group interactions in the United States focusing on immigration and migration patterns,

assimilation processes, and adjustments to American life.

6. Formulate an understanding of shifting societal perceptions and self-identifications of minority group cultural identities.

**Core Objectives:**

- **Communication skills-** to include effective written, oral and visual communication.
- **Critical thinking skills-** to include creative thinking, innovation, inquiry and analysis, evaluation and synthesis of information.
- **Social Responsibility-** to include the demonstrated intercultural knowledge and competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national and global communities.
- **Personal Responsibility-**to include the ability to connect choices, actions, and consequences to ethical decision-making.

**Texas Coordinating Board Approval Number** ..... 45.1101.53 25

**Course Requirements:** To maximize the potential to complete this course, a student should attend all class session, complete all homework assignments, and complete all examinations. The specific course requirements are listed on the individual instructor’s course information sheet.

**Course Evaluation:**

Please see the instructor’s course information sheet for specific items used in evaluating student performance.

**Attendance Policy:** Attendance Policy: Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student’s responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first-class meeting.

Students who enroll in a course but have “Never Attended” by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of “X” or “F” as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student’s responsibility to be aware of that policy.

It is the student’s responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the

financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

## **Academic Appeals Procedure**

### **INFORMAL APPEAL**

1. The student should schedule an appointment with the instructor of the course to discuss the final grade or discipline action.
2. If the student is still not satisfied, he/she should schedule an appointment with the appropriate department chairperson to discuss the situation. (The chairperson may request that the instructor also be present.)
3. If the student is still not satisfied, he/she should schedule an appointment with the Divisional Dean to discuss the situation. (The dean may request that the chairperson also be present.)
4. If the student is still not satisfied, he/she should be advised of the formal appeal process.

### **FORMAL APPEAL**

1. If the student is not satisfied with the results of the Informal Appeal, he/she should provide the following information, in writing, to the Vice President for Academic Affairs:
  - a. A request for a formal appeal hearing.
  - b. A brief statement of what is being appealed.
  - c. The basis for the appeal.
  - d. Pertinent facts relating to the appeal.NOTE: The agenda of the appeals hearing will include only those factors documented in the student's appeal request letter.
2. The Vice President for Academic Affairs of South Plains College, will determine the date, time and place of the hearing, and notify the student accordingly.

### **THE HEARING**

1. Composition of the appeals committee:
  - a. Vice President for Academic Affairs will preside over the hearing.
  - b. Faculty member of the student's choice.
  - c. Faculty member and student of the Vice President for Academic Affairs.
  - d. President of the Student Body/Student Advisory Council.
  - e. Vice President of Student Affairs.
2. Other persons who should be available at the hearing:
  - a. The student who requested the hearing.
  - b. The faculty member involved.
  - c. Anyone the student or faculty member wishes to be present to substantiate the case.
  - d. Chairperson and Divisional Dean.
3. Hearing Procedure: The Committee will hear the student's appeal during which the parties to the controversy, and such representatives as desired, will present all facts relating to the case. Consequently, the committee will recommend appropriate action by majority vote.
4. The termination of the hearing finalizes the academic appeal procedure.

### **APPEAL RESTRICTIONS**

1. Only final grades or dismissal resulting from academic discipline will be considered.
2. The instructor's teaching ability or expertise will not be considered during the hearing.
3. No grade or disciplinary action can be formally appealed after a period of six (6) months from the date that the student is informed.

## **Standard Written English REQUIREMENT:**

All written assignments should be presented using the conventions of Standard Written English. South Plains College requires all students to become proficient in "academic English," a form of English that is typically used in academic, professional, and business contexts. While slang, regional idioms, and informal kinds of self-expression are appropriate in some contexts, they are out of place in academic writing. Writing instructors and professors in courses across

the campus **expect all students to demonstrate proficiency in using the conventions of academic English in their written work, whether it is in-class exams or take-home essays.** Each instructor may also add additional requirements regarding written assignments that are contained in your syllabus.

IF YOU ARE ON CAMPUS .....

**Campus Concealed Carry Policy:**

South Plains College permits the lawful carry of concealed handguns in accordance with Texas state law, and Texas Senate Bill 11. Individuals possessing a valid License to Carry permit, or the formerly issued Concealed Handgun License, may carry a concealed handgun at all campus locations except for the following.

· Natatorium. For a complete list of campus carry exclusions zones by event, please visit <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the **open carrying** of handguns **is prohibited** on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

**Title IX Pregnancy Accommodations Statement:** If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations, you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Crystal Gilster, Director of Health and Wellness at 806-716-2362 or email [cgilster@southplainscollege.edu](mailto:cgilster@southplainscollege.edu) for assistance.

**Equal Opportunity /Non Discrimination Statement:** South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

**Diversity Statement:** In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**Disabilities Statement:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

## INSTRUCTOR-SPECIFIC COURSE INFORMATION SHEET

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HUMA 2319  
AMERICAN MINORITY STUDIES  
Fall 2022

**Instructor:** Morgan Keener

**Office:** Plainview 101H

**Phone:** 806.716.4320

**Email:** [mkeener@southplainscollege.edu](mailto:mkeener@southplainscollege.edu) or through Blackboard Email

**Office Hours:** Tuesdays and Thursdays 11am – 2pm; and Fridays 9:30am-11:30am

**Required Text:** *Race, Ethnicity, Gender, and Class, 9<sup>th</sup> Edition, ISBN 978-1544389790* – this is included in your course already and has all the necessary access. **No purchase is necessary.** Below is a statement about the **TexBook Program**.

### SPC TexBook Syllabus Statement

**TexBook Program:** *This course is in the SPC TexBook program, so you do not need to purchase a textbook or access code for this course.*

- **What is TexBook?** The required textbook/digital content for this course is available to you in Blackboard from the first day of class. The charge for the textbook/digital content is the lowest price available from the publisher and bookstore and is included in your tuition.
- **How do I access my TexBook?** Your course material is in your Blackboard course from the first day of class. Access to your course material is provided either by VitalSource or other links inside your Blackboard course. VitalSource (and many publisher's) ebook features include the ability to hear the text read aloud, highlight, take notes, create flash cards, see word definitions, build study guides, print select pages, and download 100% of the book for offline access.
- **Help with TexBook issues and support:** check with your professor or visit: <https://support.vitalsource.com/hc/en-us/requests/new> (available 24/7 via chat, email, phone, and text)
- **Opting out of TexBook:** Participating in TexBook is not mandatory, and you can choose to opt out. However, by opting out you will lose access to the course textbook/digital content and competitive pricing, and you will need to purchase the required course material on your own. If you drop the class or opt-out before the opt-out deadline, the TexBook fee will be automatically refunded to your SPC account. The opt-out deadline for Fall and Spring is the twelfth-class day. The opt-out deadline for shorter terms varies between the second- and third-class day.

*\*Please consult with your professor before deciding to opt-out.* If you still feel that you should purchase the course textbook/materials on your own, send an **opt-out email** to [tfewell4texasbookcompany@gmail.com](mailto:tfewell4texasbookcompany@gmail.com). Include your first name, last name, student ID number, and the course you are opting out of. Once you have been opted-out, you will receive a confirmation email. If you need assistance with the process, contact the SPC Bookstore:

**Email:** tfewell@texasbook.com / **Phone:** 806-716-2399  
**Email:** agamble@texasbook.com / **Phone:** 806-716-4610

### **How this Course is conducted:**

This course is conducted completely online. We do NOT meet face to face in a traditional classroom setting. It is your responsibility to have the necessary equipment (internet, computer, Word, etc.) for this participating in this course.

### **Logging into Blackboard:**

To access your course, go to <https://southplainscollege.blackboard.com/> or go to the SPC Homepage and click on the "Login to" link in the top right-hand portion of the page and then click on the Blackboard link on the pull-down or you can type or copy the address into the address window of your computer. I recommend that you bookmark Blackboard on your computer for quick access. You can also log into MySPC and there is a Blackboard link there. Once you reach the site you will click "Log In". The log-in screen will come up asking for your user name and password. Simply follow the instructions on the screen.

### **OTHER INFORMATION concerning Blackboard:**

**Open Computer Lab:** There is an Open Computer Lab located on the Levelland campus in the Technology Center. It is available to all students, with priority given to those students enrolled in computer classes. Computers are also available on the Reese Center, Lubbock, and Plainview campuses. Check with libraries and labs for hours.

**Technical Problems/Support:** If you are having computer problems, you have to let me know. I will try to help you in any way that I can. Please remember that it is your responsibility to have a backup plan if your computer goes down. Please have this plan in place now and do not wait until it is a crisis situation. If you lose your course work due to bad flash drives, Internet service down, computer crash, or your dog ate your homework, there is nothing I can do about it. **THIS IS YOUR WARNING TO HAVE A BACKUP PLAN IN PLACE.**

- **IMPORTANT:** Most tech issues are related to failure to update java, using the incorrect internet browser (try use Google Chrome or Firefox instead of Internet Explorer), and/or not deleting browsing history files daily. Most issues are related to computer issues, not Blackboard. Please note that this instructor does NOT recommend use of any handheld devices for taking this course. Cellphones are wonderful but not for course work done on the Internet.
- Reminder - **bookmark** the Blackboard login page on your computer.

**SPC Technical Support Contact:** Call (806) 716-2180 or email at [Blackboard@southplainscollege.edu](mailto:Blackboard@southplainscollege.edu) for student technical support. I am your course work support contact. Only call or e-mail technical support with questions about Blackboard or computer functioning. There is Technical Support information in the Start Here area of your Blackboard course. It contains links to Student Tutorials and the Student Orientation Course for Blackboard. Contact me for any course content information.

**PLEASE DO NOT WAIT UNTIL THE LAST MINUTE TO TURN COURSE WORK IN OR YOU MAY HAVE PROBLEMS!** Remember the saying "TECHNOLOGY HAPPENS"!

**Anti-virus Software:** Please make sure that your computer has an up-to-date antivirus software program installed.

**Academic Integrity:** In addition to the policy in the Common Course Syllabus, it should be understood that students found guilty of cheating or plagiarism will earn a zero on the work in question for the first offense and will be dropped from the course with an 'F' should a second offense occur. Any amount of dishonesty is subject to these consequences, whether a lot or a little; this can include but is not limited to one copied sentence of a written assignment, a missing citation, an entire paper copied from someone/somewhere else, one plagiarized post on a discussion board, one copied exam item, looking at the scantron of another student during an exam or an exam or other coursework completed by someone other than yourself. You have also committed academic dishonesty when sharing course content/items/answers. This includes sharing course content with classmates or future students as well as sharing course content on websites such as Quizlet, Course Hero, or similar "study applications." For further information and examples please see the Catalog, Student Guide, or refer to [www.plagiarism.org](http://www.plagiarism.org)

There is an APA Citation tutorial in the Applying the Sociological Imagination Essay section of your Blackboard course.

**Smoke free environment:** The following is the SPC policy on tobacco use.

South Plains College prohibits the use of any tobacco product, electronic cigarette, or vapor device throughout all indoor areas and within a 25-foot perimeter around all facility entrances, exits and HVAC air intake vents under the control of SPC, including sporting facilities and SPC vehicles. Included in this ban are tobacco products of all types (including, but not limited to, cigarettes, cigars, pipes, chewing tobacco, snuff and all other kinds and forms of tobacco prepared in such a manner to be suitable for spit tobacco use, smoking, or both). *This ban also includes herbal tobacco products and simulated tobacco products that imitate or mimic tobacco products such as e-cigarettes, vapor cigarettes, pipes or other types of inhalation devices.*

**Attendance Policy:** The following is in addition to the Common Course Syllabus:

Since this course is a virtual classroom, attendance will be taken according to the following:

- Participating in class discussions by posting to the discussion board
- Submitting assignments on or before due dates.

**Note: Simply logging into the course or logging into the course and sending an e-mail is NOT considered attendance for this course. You MUST participate in the course by submitting work during any given week to be considered "in attendance".**

"Participation" in this online class is **mandatory** – you must be active. There are numerous assignments which should force you to log-in continuously. I understand that each of you has your own schedule and will be logging-on at different times. That's fine. All that is expected of you is that you **GET THE WORK DONE!!**

Each assignment and discussion have a dictated due DATE and TIME. It is your responsibility to get the work done and submitted to me by the designated time/date. Therefore, since this is a virtual classroom, attendance will be taken according to completion/submission of Discussions, Quizzes, Assignments, and projects.

If you are unable to log-in or complete your work for any reason, **YOU MUST CONTACT ME ASAP!**

Excuses such as "The network was down," or "I could not figure out how to send the assignment through the assignments function" are not acceptable. In short, plan ahead and **do not wait until the last minute to submit your assignments.** It is always okay to turn in

assignments early although discussion board postings should be done with the calendar schedule.

**It is the student's responsibility to drop the course on or before the last drop date of the semester to avoid failure. Administrative drops will not be made, unless student has discussed/made arrangements with me.**

### **Covid Syllabus Statement**

The following statement should be included in all course syllabi for face-to-face and hybrid instruction options:

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu) or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu).

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

**Technical help with Blackboard and Student Support Services:** Links are provided on your Blackboard Home page under Start Here for Course Requirements.

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## ***COURSE POLICY AND REQUIREMENTS***

This is what you need to do to **earn** your grade

**Introduction module:** Course agreement quiz – you must complete this to remain in the course

**Course Work:** *You are responsible for all of your readings and assignments.* It is required that you read/review each assigned chapter, as well as, complete the following chapter activities:

- Video Assignments (*average 1 per chapter, complete as you read*)
- Knowledge Checks (*average 5-7 per chapter, complete as you read*)
- Chapter Tests (*1 per chapter, complete after you are done reading*)
- Class Discussions (*5 total, one per reading unit; one written post that must be a minimum of 200-300 words, with 2 replies that each must be a minimum of 50-100*)



words; if your post and replies do not meet minimum word count, your grade will be automatically be reduced by half)

- Final Exam – 25 questions, multiple choice, cumulative

**All course work, except discussions and your final exam, can be found in your Sage Vantage course, which is linked directly to Blackboard, and should be submitted through Blackboard.**

All grades will be posted in Blackboard under the My Grades link.

**Total Possible Points you can earn is 1,000.** Your overall letter grade/percentage is based solely on the points you earn. Please reference the grading scale below. **Grades are NOT rounded up, which means if you earn 899 points, you will receive an 89% or a B as your overall grade, no exceptions**

**Grading scale:**

**A = 900 – 1000**

**B = 800 – 899.99**

**C = 700 – 799.99**

**D = 600 – 699.99**

**F = 0 – 599.99.**

**This scale is the typical: A = 90%-100%; B=80%-89.99%; C=70%-79.99%; D=60%-69.99%; and F=0%-59.99%.**

If you have any questions about any of the course work or anything about the course material do not hesitate to speak to me during office hours, before/during/after class, or via Blackboard e-mail.

**Extra credit opportunities** will be made available during the semester. I recommend that you take advantage of those opportunities as they become available as I will not make extra credit available on individual request.

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## Course Calendar Fall 2022

**All assignments modules are due on Sundays by 11:59pm, except your course agreement quiz and final exam**

Date	Day of the Week	Course Work
Aug 29	Monday	Classes begin
Sept 1	Thursday	<b>Course agreement quiz due</b>
Sept 4	Sunday	Chapter 1 due
Sept 11	Sunday	Chapter 2 due

<b>Sept 18</b>	Sunday	Chapter 3 due <b>Discussion 1 with 2 replies due</b>
<b>Sept 25</b>	Sunday	Chapter 4 due
<b>Oct 2</b>	Sunday	Chapter 5 due <b>Discussion 2 with 2 replies due</b>
<b>Oct 9</b>	Sunday	Chapter 6 due
<b>Oct 16</b>	Sunday	Chapter 7 due
<b>Oct 23</b>	Sunday	Chapter 8 due
<b>Oct 30</b>	Sunday	Chapter 9 due
<b>Nov 6</b>	Sunday	Chapter 10 Due <b>Discussion 3 with 2 replies due</b>
<b>Nov 13</b>	Sunday	Chapter 11 Due
<b>Nov 20</b>	Sunday	Chapter 12 Due
<b>Nov 23-25</b>	Wed-Fri	<b>Thanksgiving Break</b>
<b>Nov 27</b>	Sunday	Chapter 13 Due <b>Discussion 4 with 2 replies due</b>
<b>Dec 1</b>	Thursday	<b>Last day to drop Fall courses</b>
<b>Dec 4</b>	Sunday	Chapter 14 Due

<b>Dec 11</b>	Sunday	<b>Discussion 5 with 2 replies due</b>
<b>Dec 14</b>	Wednesday	<b>Final Exam due (<i>opens on Monday Dec 12<sup>th</sup></i>)</b>

**This calendar is subject to change.** Students will be notified in class and/or through Blackboard of any changes.