

**UNITED STATES HISTORY 1301-SPRING 2014 WB SYLLABUS**

Instructor:	Delma J. Abalos
Office:	Deaderick Hall 202
Telephones:	432-335-6852 432-337-3413 (home) 432-333-3614 (alternate) 432-553-1088 (cell)
E-mail:	<a href="mailto:dabalos@odessa.edu">dabalos@odessa.edu</a>
Office Hours:	As posted

**Course Objectives:** To provide a balanced and thought-provoking treatment of the American past; to examine the lives and experiences of Americans of all national origins and cultural backgrounds; and seeks connections between the many factors – political, economic, technological, social, religious, intellectual and biological – that have molded and remolded American society over four centuries.

**Learning Outcomes:** Upon successful completion of this course, students will:

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.

**Prerequisites:** Pass reading on THEA, COMPASS, or other state-approved alternate test.

**ICOs:** 1, 2, 5 & 6

**Textbook:** Alan Brinkley, **The Unfinished Nation: A Concise History of the American People, Seventh Edition.**

**Drop Policy:** You are responsible for dropping this class, if you quit doing the work. The Instructor **will not** do so. Failure to drop results in an F.

**Assignments:** We will cover Chapter 1 through Chapter 15. Chapter exams will be posted **every** Thursday beginning **January 23, 2014 and conclude with the final exam on Wednesday, May 8, 2014.** Please note that the final will only be open for 24 hours. The exams will open at **8:00 p. m. on Thursdays (again with the exception of the final exam)** and will remain available until **8:00 p.m. the following Monday** and then will no longer be available. Do not miss the deadline! **I will not open the test after the deadline**, so if you have problems taking the test, be sure you get in touch with me **before** the deadline. I have given you the phone numbers where you can reach me. Call my office number during office hours. If you do not get in touch with me at OC, call my alternate number or my home number. Call me on my cell as a last resort. **It is important that you reach me before the test deadline.** I am not always on the internet so don't rely on emails to notify me if you are having trouble with the test. Each exam except the first one and the final will cover one chapter. You will have an hour to complete each exam with the exception of the 1<sup>st</sup> exam and the final (which is comprehensive). You will have 2 hours to complete the first exam and 2 ½ hours to complete the final. Use correct grammar when taking your test. **I will take off points if you don't use capitals where appropriate, correct punctuation, spelling, etc.** If you go over the time limit you are subject to points being taken off your grade, so be sure and watch the time. The exams will consist of multiple choice, fill in the blank, true/false, identification, and essay questions. All exams weigh equally. There are **no** opportunities to do extra work or to re-take the exam so make sure you do well on your exams the first time. All my communications with you will be through your OC email account. **You need to check your OC email.**

**WEB Exam Schedule**

Test	Chapter(s)	Date Opened	Date Closed
1	1-2	01.23.14	01.27.14
2	3	01.30.14	02.03.14
3	4	02.06.14	02.10.14
4	5	02.13.14	02.17.14
5	6	02.20.14	02.24.14
6	7	02.27.14	03.03.14
7	8	03.06.14	03.10.14
8	9	03.20.14	03.24.14
9	10	03.27.14	03.31.14

10	11	04.03.14	04.07.14
11	12	04.10.14	04.14.14
12	13	04.17.14	04.21.14
13	14	04.24.14	04.28.14
14	15	05.01.14	05.05.14
15	Final (Chapters 1-15)	05.08.14	05.12.14

**Examinations:** You will have two (2) hours to take the first exam since it is over 2 chapters. You will have an hour to take exams 2 to 14. The final is comprehensive so you will have 2 ½ hours to take it. The **final** will cover chapters **1 – 15**. In the **rare** instances, students encounter technical problems while taking on line exams (the most common problem being getting kicked out of the exam), the policy for this is as follows: contact me through one of the contact points provided in this syllabus and we will attempt to fix the problem. If getting “kicked off” the exam becomes a pattern, I will ask that you come to the OC testing center to take your exams and you will not be allowed to take your book or any other notes into the testing center. I have given you my phone numbers because I am not always on the internet. If you do not hear from me immediately, call one of my phone numbers, as long as you are taking the exam between the hours of **9:00 a.m. and 9:00 p.m.**, otherwise call me the next day as soon as you can. **It is your responsibility to contact me before the test deadline.** I reserve the right to determine if you have a valid reason for missing an exam!!! **If you do not call me during office hours, call my home phone number and/or the alternate number (do not call this number after 5:00 or on the weekend). Call me on my cell phone as a last resort.** You can call me anytime as long as it is **after 9:00 a.m. and before 9:00 p.m.** I do not always check my e-mail on the week-ends so it is important that you remember to try and contact me on my home phone or my cell number. I try my best to respond as soon as possible but please make allowances for those times that I am out of pocket (i.e. out of town, etc.)

**Make-up Exams:** If you are unable to take an exam during the assigned time period, you need to contact me as soon as possible (**before the exam deadline.**) Failure to do so will result in a loss of a letter grade on the exam. Make-up exams are a privilege and not a right. Please note that those situations are decided by me. If a make-up opportunity does become necessary, there will be only one (1) opportunity per student. “Family emergencies” and “work emergencies” do happen for all of us but be careful with these excuses; I may ask for documentation. I will determine when and if you can make-up an exam.

**Statement of Special Accommodations:** Odessa College complies with Section 504 of the 1973 Vocational Rehabilitation Act and with the 1990 Americans With Disabilities Act. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability Services at **432-335-6861** to request assistance and accommodations.

**Additional reminder...**if you do need to contact me regarding a problem or concern, please remember that this is a college course. It is up to you, the student, to get in touch with me. This is not the responsibility of your parents, guardian, older sibling etc. It is your responsibility as a student and I will not discuss anything regarding your involvement in this course with anyone else.

**Grading Policy:** All exams weigh equally and will count for 1/15<sup>th</sup> of your semester average. Final grades will be based on the following averages: 90-100=A, 80-89=B, 70-79=C, 60-69=D, below 60=F.

**Cheating will result in an automatic F for the course.**

**Student Success Center:** **If you experience problems logging onto Blackboard, call the Student Success Center at 432-335-6878.** The Student Success Center provides a number of services for students including: personal academic tutors, online tutoring, individual and small group study rooms, access to computers and printers, study skills workshops and assistance and a number of other services. They do have summer hours so be sure and check what hours they stay open.

**Expectations for Engagement – Online Learning**

To help make the web-based learning experience fulfilling and rewarding, the following Expectations for Engagement provide the parameters for reasonable engagement between students and instructors for the online learning environment. Students and instructors are welcome to exceed these requirements.

#### Reasonable Expectations of Engagement for Instructors

1. As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will
  - provide my contact information at the beginning of the syllabus;
  - respond to all messages within 24 hours if received Monday through Thursday and within 48 hours if received Friday through Sunday; and,
  - notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of emergencies during the time I'm unavailable.
2. As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will
  - provide clear information about grading policies and assignment requirements in the course syllabus, and
  - communicate any changes to assignments and/or to the course calendar to students as quickly as possible.
3. As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will
  - post grades for discussion postings within one week of the discussion thread closing.
  - provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.

#### Reasonable Expectations of Engagement for Students

1. As a student, I understand that I am responsible for keeping up with the course. To help with this, I will
  - line up alternative computer and internet access in case my primary computer crashes or my internet services is unavailable;
  - recognize that the college provides free wi-fi and computer labs during regular campus hours to help me with accessing my course; and,
  - understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my equipment or service is unreliable.
2. As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to
  - getting "kicked off" of the system during tests or quizzes;
  - having trouble submitting assignments; and
  - dealing with a traumatic personal event.
3. As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will
  - seek out help from my instructor and/or from tutors;
  - ask questions if I don't understand; and,
  - access my course several times during the week to keep up with assignments and announcements.