

McLennan C O M M U N I T Y C O L L E G E

WACO, TEXAS

COURSE SYLLABUS AND INSTRUCTOR PLAN

US HISTORY I

HIST-1301-89

DONALD KELTNER

NOTE: This is a 16-week course.

NOTE: This is an Online course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

Any portion of this Instructor Plan document is subject to change. Any changes will be posted as addenda on Brightspace in the Announcements and the Instructor Plan sections.

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Course Description:

A survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government.

Prerequisites and/or Corequisites:

Must have passed the reading portion of the TSI Assessment or have credit for INRW 0402. Semester Hours 3 (3 lec).

Course Notes and Instructor Recommendations:

The design principle for this course is based on the Thayer Method of instruction used at the United States Military Academy at West Point and it is particularly effective in an online course. Under the Thayer Method, *students are responsible for their own learning. It is strongly advised you keep these factors in mind:*

- **I am here to help you.** Contact me if you need help, the sooner the better. Circumstances do not improve on their own. If you wait until after the Chapter 10 Exam to ask for help, there is little that can be done at that point.
- **Consequences.** This is a *College Class*. You will receive the grade you earn—and this grade will be a permanent entry on your college transcript. Make it the best one you can.
- **Self-discipline.** An online course is a guided self-study of the material and your ultimate success or failure in this course rests with *you*. The instructor is the *facilitator* of your self-study. Your results are *yours*.
- **Goals, not Schedules.** You will be given a series of tasks to accomplish by a certain deadline. Finish those tasks in your own time and your own way—but meet the deadline.
- **Consistency.** Consistent performance is prized by employers, it proves trustworthiness and reliability. You are accountable for consistent effort and performance in this course.
- **Use the resources provided.** Read and carefully review the How to Study document and the Section Goals & Objectives in each of the three course sections on Brightspace. These documents will guide you in studying the course material and preparing you for the exams and assignments.
- **Solutions.** Figuring out why did not do well on an exam or assignment is useful, *if you implement a solution*. Do not cling to problems, seek out solutions. I am here to help, but you will be the ultimate determinant of your results.
- **Participation is required.** If you miss a certain number of assignments, you will be dropped from the course. I am sympathetic to special circumstances and personal emergencies. Lack of initiative and inattention to this course are neither. See the **Class Attendance Policy**.
- **Cheating** in any form will result in a zero (0) for that grade item; additional disciplinary action may be taken according to the policy outlined in the student handbook.

- **All the Credit is YOURS.** *This class is not collaborative.* If you do well in this course, congratulate yourself. You have done well, you have excelled. *You* have learned and demonstrated mastery of the material.

Purpose of the textbook: Eric Foner's *Give Me Liberty!* is the textbook for the this course and its purpose is to provide students with a big-picture overview of the totality of American History. The book is to give you an overarching frame of reference for the podcast content of the course. The textbook is supplementing the instructor, the instructor is not supplementing the textbook.

Purpose of the podcasts & study guides: The content provided by the instructor through the podcasts, presentations and study guides are the core of the course content. These podcasts will extract certain topics, personalities, narratives and concepts from the textbook and expand upon them. The podcasts and textbook work together to provide a comprehensive overview of American History with a focus in the areas where the instructor possesses particular expertise.

Instructor Information:

Instructor Name: Donald Keltner

MCC E-mail: dkeltner@mclennan.edu

Office Phone Number: 299-8934

Office Location: MAC 314

Office/Teacher Conference Hours: I will regularly check my email between the hours of 7:30am and 4:00pm during weekdays (*core hours*); I will be in class during some of those times, so be patient. I will respond within 24 hours, likely sooner. It may take up to 48 hours on weekends. I will of course be very lenient with issues I become aware of after business hours should they be of a time-sensitive nature.

Other Instruction Information: I reserve the right to use Zoom for communication purposes, though I have no plans to utilize that technology at this time. I will NOT be using Zoom for instructional purposes.

Course Notices & Communications:

All correspondence between the instructor and the students will be through the **MCC email system**, via **Brightspace**, using *only* the student email addresses assigned by MCC. **All students should check their MCC email accounts at least a couple times a week.** All emails to me should be sent from your MCC student email address as the school servers often quarantine non-MCC email as spam. I check my email regularly and it is the best means to reach me if I am off campus.

Required Text & Materials:

Title: *Give Me Liberty!: An American History*

Author: Eric Foner

Edition: 6th Edition-Brief

Publisher: W.W. Norton

ISBN: 978-0-393-44595-4

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MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Methods of Teaching and Learning:

A variety of methods will be used in teaching United States History I, including the use of lecture, discussion, written assignments and various projects. Student assessment will include objective exams, readings of primary and secondary sources, discussions, subjective and objective essays, projects and portfolios. These measures will assess critical thinking, communication, social responsibility and personal responsibility. A departmental rubric may be used to assess different aspects of the course objectives.

Course Objectives and/or Competencies:

Critical Thinking: Through lecture and a variety of objective strategies, students will be assessed on critical thinking ability. Objective examinations will specifically be used to assess critical thinking. Other assessment vehicles may include essays, portfolios, primary source objective exams, and presentations.

Communication: Measures such as objective tests, written assignments, discussions, portfolios and presentations may be used to measure the student's ability to communicate.

Social Responsibility: Because the teaching of history involves evoking examples of successes and failures in social responsibility, and the continual importance of this issue politically and personally today, social responsibility naturally is emphasized. Assessment measures may include readings, primary document exams, discussions, projects and essays.

Personal Responsibility: Because the teaching of history also involves evoking examples of successes and failures in personal responsibility, and the consequences that personal choices can have, personal responsibility is also naturally emphasized. Assessment measures may include participation, readings, primary document exams, discussions, projects and essays.

Course Outline or Schedule:

This is a general overview of the course. A semester-specific, date-specific detailed schedule will appear on Brightspace in the **Course Policies / Helpful Links** section under the **Content** tab.

Course Section	Content	Assignments / Exams
The Rights of Englishmen (Weeks 1-5)	Eric Foner, <i>Give Me Liberty</i> , Chapters 1-5	5 Chapter Exams 1 Analytical Paper 1 Essay Exam
A New Order in Time (Weeks 6-10)	Eric Foner, <i>Give Me Liberty</i> , Chapters 6-8; 10	3 Chapter Exams 1 Analytical Paper 1 Essay Exam
Crisis and Civil War (Weeks 11-15) (Exam Week, Week 16)	Eric Foner, <i>Give Me Liberty</i> , Chapters 11-14	3 Chapter Exams 1 <i>Optional</i> Analytical Paper 1 Essay Exam

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Course Grading Information:

This is a general overview of the grading system. A semester-specific, detailed grading system will appear on Brightspace in the **Course Policies / Helpful Links** section under the **Content** tab. You will notice that the chapter exam grades can exceed 100%. This allows you to miss a question or two without consequences and it also serves to build extra credit into the regular course assessments as well. **Note:** there are no extra credit assignments.

Grading Component	% of Course Grade
11 Chapter Exams (lowest grade will be dropped)	50% (5% each)
3 Essay Exams (1 per section)	30% (10% each)
2 <i>Required</i> Analytical Papers [1 <i>optional</i> analytical paper can replace one of the other two]	20% (10% each)
Course Grade	100%

Late Work, Attendance, and Make Up Work Policies:

All late grading components will incur a 10-point / 1 letter grade penalty for each day they are late.

Course Attendance Policy:

There are 16 grading components in the course and completion of each will count as an attendance benchmark for each of the 16 weeks of the course. Some weeks, you will see, nothing is due; a few weeks will have two grade components due. Missing four grade components will lead to a student being dropped from the course. A *late* grade component will count a half-week's absence. Once any missing and/or late grade components total four missed weeks of attendance, the student can be dropped from the course.

Student Behavioral Expectations or Conduct Policy:

Professional Conduct is Required. When sending emails to your instructor, write in a respectful, grammatically correct manner. In return, your instructor will treat you with similar respect.

Discussion Topics. You will similarly write in a respectful, grammatically correct manner if you participate in the optional discussion boards in Sections 1 and 2.

Directions are directions. Follow the directions in the assignments, that is why they are there. If you need clarification, then ask.

Deadlines are deadlines. I am sympathetic to special circumstances and personal emergencies. Lack of initiative and inattention to this course are neither. Continuously missing deadlines is not acceptable and continual forgiveness is not fair to the other students. Do your work on time.

Course Academic Integrity Statement:

All students who enroll in this course are subject to a **zero-tolerance standard** for cheating and plagiarism. Remaining in the course implies consent to this policy. Consult the policy (see link above) to see what MCC defines as *cheating* and *plagiarism* —it is your responsibility to know

and ignorance is not a defense. Cheating and/or plagiarism will result in a grade of zero (0) for the grade item and all additional penalties listed in MCC's guidelines will be implemented as detailed on the website. **Cheating** includes giving or receiving help on in-class exams or quizzes and turning in work that is significantly similar to that of another student. **Plagiarism** is defined as using specific information or material taken from published works and claiming it as one's own. This includes not citing sources or quotations. It does not apply to general facts; for example, that the Battle of Chancellorsville took place in 1863. Any instances of suspected plagiarism will be referred, on appeal, electronically to the *Turnitin* website for final adjudication—the findings in that instance will be final and the matter will be closed *sine die*. Zeros (0) resulting from cheating or plagiarism violations *cannot* be dropped from the grade calculations. Also, a FERPA release does not give others the ability to intervene or advocate on your behalf—you as the student must answer for and defend your actions *alone*. Finally, the instructor reserves the right, if the nature of the offense is egregious, to give the student or students involved a cumulative course grade of **F**. For Dual Credit Students, that will constitute a cumulative numerical grade of **10**.

[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

Course Attendance Policy (Repeated):

There are 15 grading components in the course and completion of each with count as an attendance benchmark for each of the 15 weeks of the course. Some weeks, you will see, nothing is due; a few weeks will have two grade components due. Missing four grade components will lead to a student being dropped from the course. A *late* grade component will count a half-week's absence. Once any missing and/or late grade components total four missed weeks of attendance, the student can be dropped from the course.

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C O M M U N I T Y

COLLEGE

ACADEMIC RESOURCES/POLICIES

Accommodations/ADA Statement:

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit www.mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

Title IX:

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>.

Go to McLennan's Title IX webpage at www.mclennan.edu/titleix/. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

MCC Academic Integrity Statement:

Go to www.mclennan.edu/academic-integrity for information about academic integrity, dishonesty, and cheating.

Minimum System Requirements to Utilize MCC's D2L|Brightspace:

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

Forwarding Emails:

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.