

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:** The following textbooks are used in the HUMA2319 course: *The Matrix Reader: Examining the Dynamics of Oppression and Privilege*, Ferber, Jimenez, O'Reilly, Herrera, & Samuels, 1st edition. McGraw-Hill Higher Education, 2009; or *American Ethnicity*, Adalberto Aguirre, Jr., Jonathan Turner, 7<sup>th</sup> edition. McGraw-Hill, 2009. . **Check with your instructor to see which is required for your section**

**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:** 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 appeals 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.

### **Equal Opportunity Statement**

South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the context of a comprehensive community college setting. South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities.

# INSTRUCTOR-SPECIFIC COURSE INFORMATION SHEET

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HUMA 2319  
AMERICAN MINORITY STUDIES  
ASST. PROF. NANCY SMITH  
SUMMER 2017

**Instructor:** Nancy Smith,  
Assistant Professor of Anthropology

**Office:** Reese 405G  
**Phone:** 806.716.4031  
**Email:** nsmith@southplainscollege.edu

**Office Hours:** Mon-Thurs 9AM-10AM & 11:55-12:15 RC405G Reese Campus  
-or by appointment-

**Required Text:** We will be using the *American Ethnicity: The Dynamics and Consequences of Discrimination – 7<sup>th</sup> edition.* (see page 1 of syllabus). **YOU DO NOT NEED TO PURCHASE THE MATRIX READER FOR THIS CLASS.**

**Assessment of Learning:** Assessment entails a non-graded way of evaluating your understanding of the material. This will be done in any of the following ways, and even some not listed:

1. Class Discussion – On lecture, videos, articles, textbook
2. Sample Questions – Before some tests, I will provide you with one or two sample questions to see how well you can answer them

**Diversity Statement:** “In this class, the teacher will establish and support an environment that values and nurtures individual and group differences 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” (Faculty Handbook 4.1.1.1) – How **PERFECT** for this class !!

**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”::

Building 8,– Reese Campus– (806)716-4675  
Health & Wellness – Levelland Campus - (806)716-2577

## THE RULES:

Pages 11-15 of the South Plains Student Guide highlights topics and procedures of Student Conduct and Penalties for

**Misconduct.** I suggest you read this. Here are the highlights as they fit this class:

**Academic Integrity:** Cheating of any type is a serious matter and will **NOT** be tolerated. This includes cheating **in any form** on tests, quizzes, homeworks, and/or assignments (such as copying someone’s exam or assignments), and plagiarism.

According to the South Plains College website,

<http://www.southplainscollege.edu/library/smstartstarts/mod6/O4-plagiarism.html>, “plagiarism is presenting the words or ideas of someone else as your own without proper acknowledgment of the source. It is okay to use the ideas of other people, but you do need to correctly credit them. When you

quote people – or even when you summarize or paraphrase information found in books, articles, or Web pages – you must acknowledge the original author.”

(If you do not know/understand what constitutes plagiarism, or if you need further clarification ask me or look it up .. **ignorance will not be an excuse.**) Do not even THINK ABOUT cheating in any way.

However, if you do and if you are caught the **following WILL happen ...**

1. You will receive a ZERO on the assignment and we will have a discussion
2. You will be ineligible to receive any extra credit points
3. You may be dropped ONE letter grade at the end of the semester
4. IF you are caught a second time, you be dropped from the class with an F

THIS HOLDS TRUE FOR ANY ASSIGNMENT – EVEN AN EXTRA CREDIT ASSIGNMENT. Penalization because of plagiarism/cheating is the consequence of YOUR choices and YOUR actions. It is not something I am doing to YOU – it is what YOU are doing to YOU.

**This is serious. I am serious. DO NOT DO IT !!** Take the low grade for not-knowing/doing the material, rather than the above repercussions for cheating.

**Student Behavior:** This is college, and I view you as an **adult. Please act like one.** Be courteous, be respectful, think before you act. Please turn off your cell phones. Please do not text message during class. Please do not read the paper during class. Please do not email or surf the web. Do not disrupt class. Do not sleep !! Please stay seated until class is dismissed. If you are disruptive during class, you will be asked to leave. **If you are continuously disruptive, you will be dropped from the class.**

**If you are seen to be sleeping or texting or doing anything disruptive, I will stop the class until you are done. Any information that does not get presented to your classmates and covered because of YOUR choices, will be on YOU.**

**\*\* The first time you sleep, text, etc, class will be stopped and you will be addressed. If you are seen to be doing this again, you will be counted absent on every subsequent day you decide to partake in these practices. You may also be asked to leave the classroom and/or you may be dropped from the class \*\***

**Using a LAPTOP for note-taking is permitted under the condition that you are using it to take notes ! I will ask to see your notes periodically if not daily. This is one of the conditions you agree to if you decide to use your laptop. If you use your laptop for anything other than class expectations, you are distracting those around you who can see what you are doing; you are denying them and yourself the information you/they need to score well on the test. I have the right to deny you the privilege of opening your laptop in class.**

**Attendance:** Here's how it works in this class:

Students are expected to attend class regularly and attendance will be taken at the beginning of each class meeting. Please try to be here when class begins. Tardiness does not equate to full attendance and you may not be able to sign the roll sheet, take a quiz, take a test, etc. so be here on time.

**Missed classes do not mean excused work.** Each student is expected to turn in all assignments on the scheduled dates. **DO NOT EMAIL ME YOUR ASSIGNMENTS** – you must hand them in, in **hard-copy form!**

**You** are also responsible for any lecture notes, hand-outs, etc, given on the day you missed. Do not expect that everything you miss can be made-up .. videos and quizzes, for example, may not be offered as a make-up/at a later date.

**After 3 absences** (coming from full-class absences or tardiness), you may be administratively withdrawn from the class with an F or X. **THE ONLY EXCEPTIONS TO THIS will occur in EXTREME circumstances which you must discuss with me WITHIN ONE DAY (24 hrs) of your absence.**

Signing someone else as “in attendance” will result in an absence for you and them. Don't do it!

**Courtesy and Respect:** I am your instructor, and though I may joke around with you please don't lose sight of the fact that I am still your instructor. So please do not address me with "hey," "yo," etc. This pertains to emails as well. Emails must also abide by Standard Written English. Standard Written English, courtesy and respect is expected in all manners of correspondence, and I will do the same. THANKS !!

## THE GRADES:

**1. EXAMINATIONS:** There will be four exams. The material covered on the exams includes lecture, textbook, handouts, videos, assigned readings, group work, and anything else I've forgotten. Basically, it is ALL on the test.

- There are **NO make-up exams** except for **EXTREME** circumstances which must be discussed with me within **ONE DAY (24 hrs) of your absence**.
- Do not be late for exams. You will not be able to take the test if someone has finished the test and has left the room.
- Please bring a pencil, pen, and a good eraser to the exams.
- I will not answer any questions about the unit **during the minutes prior to the test**. If you have any questions regarding anything that could be on the test, you will need to utilize my office hours. There will be too much going on to get ready for the test once I enter the classroom. In order to start the test on time, do not use those minutes before the test to ask me questions. It is not fair to me nor your classmates.
- If you happen to miss a test .. do not fret. A missed test does not equate to Failing the class. It could, if your grades for everything else are poor .. but if you are a good student and do well on everything else, a missed test **should not** lead to a failing grade.

**2. QUIZZES:** Be forewarned .. there will be announced and unannounced quizzes. Expect them! With few exceptions there is NO make-up for missed quizzes. **If you think you have an exception, you must discuss it with me within ONE DAY (24 hrs) of the quiz/missed quiz.** Remember, being late to class could cause you to miss a quiz. Multiple "misses" will hurt your grade!

**3. ASSIGNMENTS:** **I do not accept late assignments** unless your issue has been discussed with me. Things are due when they are due. Anything not turned in when collected is considered LATE and will not be accepted.

Most worksheets can be handwritten. BUT, if asked to be typed please follow these instructions: typed, double spaced, 10-12 font, **1" margins**. Standard written English is EXPECTED on all written assignments. NO TEXT ABBREVIATIONS or LINGO. If Standard written English is not illustrated, points WILL BE DEDUCTED.

You will also have some video worksheets throughout the semester. These are usually INDIVIDUAL, in-class assignments.

Your grade for this course will be a reflection of YOUR scores on the above-mentioned topics. You will receive the grade YOU EARNED.

**4. PROJECT:** You will have one project in this class. Instructions will be handed-out later in the semester, and projects will be presented during the last week of class. The project will consist of information to be handed-in, PLUS, oral presentation participation. The purpose of the presentation is to demonstrate your understanding of the class concepts presented throughout the semester, in addition to informing your classmates of information pertaining to minority groups/persons that they may not be aware of. – **NO LATES. NO EXCEPTIONS.** If information is not handed-in at the assigned times, you will receive a ZERO for your grade.

Your overall, class grade is compiled in the following way:

Exams (4) = 15% each  
Project = 25%  
Quizzes/Assignments (average) = 15%

A = 90-100+  
B = 80-89  
C = 70-79  
D = 60-69  
F = 59 & below

## THE GOOD NEWS:

**#1** - I am a strong supporter of extra credits! I believe that in order to learn about other cultures/groups, participation and observation in cultural functions outside of the classroom is necessary. This may come in the form of attending public presentations, performances, exhibits, events, or watching videos, TV shows, as well as reading articles/books, text book chapter reviews, or **DOING** class presentations.

It just needs to pertain to a minority group (or member(s) of) in the United States.

I will announce eligible events as they come up, BUT you are not solely limited to these events. Check with me if there is something you want to do or watch.

Extra credit assignments will consist of four parts:

1. A review of the event in your own words. (**DO NOT PLAGIARIZE**) - what was "it" about
  2. How it relates to class. - terms/concepts that relate to class
  3. What it tells you about that minority group - what did you learn
  4. Your personal reflections - what did you think about "it?"
- \*\* If you report on an article or event, you must include a copy of the article, or a program from the event

All extra credit assignments must be turned-in typed, double spaced, normal 10/12 font, 1" margins, and with all four criteria met. Standard Written English must be displayed. If your paper is not formatted as stated, it will be turned back to you ungraded. If completed correctly, handed-in extra credits can earn you **2 points**, and presentation extra credits can earn you 6 points to be added to your final, overall grade. A maximum of **8 points of extra credit** will be allotted to be added to your final grade. This is a CHOICE you have .. extra credits are not required.

\* **THE LAST DAY TO TURN IN EXTRA CREDITS IS BY THE END OF YOUR CLASS ON:**

**Monday, July 3<sup>rd</sup>**

**#2** - If you have an "A" in the class **BEFORE** taking the Final Exam, you will not need to take the Final Exam. I would really hate for you to mess-up and lose that "A". Yes, your extra credit work can contribute to that "A" !!

## CLASS DAYS:

I am a lecturer. I usually do not use power point. I will stand before you and lecture the information. I will list main points, words, phrases, dates, etc on the board before class - pay attention to these, but you will be expected to "pull out" other important information from the lectures as well. I use videos, articles, and overheads, as it is my belief that it is easier to understand what you are learning if you can "see" actual events or how it plays out in the world.

You should check your/our Blackboard page of this class WHEN INSTRUCTED. **Also, constantly check your SPC EMAIL. This is where I may have to contact you, individually, and this is where your Early Alerts will be sent to.** - As an SPC student, it is your responsibility to check your SPC email -



## FINAL NOTE:

If EVER you should have any questions, concerns, etc - come and see me. That is what I am here for .. that is what my office hours are for. I cannot help you if you don't come and talk to me.

Get to know your classmates !!

**ALWAYS CHECK YOUR SPC EMAIL !!**

**SEMESTER SCHEDULE:** (Tentative – allow for changes if necessary) (Aguirre & Turner book)

UNIT	TOPIC	ACTIVITIES	TEXT BOOK	READ BY	TEST DAY
1	Overview, Introduction, General Information, Cornerstone of the Class, 5 Characteristics of a Minority Group, Basic Terms	Videos: Colorism, Race, Little Things,	Ch 1 – all Ch 2 – only 44-59 Ch 4 – only 77-81	 Wednesday June 7 <sup>th</sup>	 Thursday June 8 <sup>th</sup>
		Worksheets, Quizzes, Assessments			
2	Asian-Americans (emphasis on Japanese-American Experience),	Videos Article	Ch 8 – all (LONG)	Thursday, June 15 <sup>th</sup>	
		Worksheets, Quizzes, Assessments			Monday, June 19 <sup>th</sup>
3	African-American Experience,	Videos, Article, Worksheet, Quizzes TBD	Ch 5 (Long)	Monday, June 26 <sup>th</sup>	
					Tuesday, June 27 <sup>th</sup>
4	Other Groups, Stereotypes, Discrimination	Videos, Activities, Worksheets, Quizzes,			
5	PROJECTS/ PRESENTATIONS	Class presentations		Per sign-ups	See dates below
6	FINAL EXAM – terms, concepts, what can we do?		Chapter 10	“Term and concept cumulative”	TUESDAY, JULY 11 <sup>th</sup> IN CLASS
	IMPORTANT DATES				
	Thursday, June 15 <sup>th</sup>	Project Instructions Handed Out			
	Thursday, June 22 <sup>nd</sup>	Deadline for Project Topic		No Lates	
	Monday, June 26 <sup>th</sup>	Last Day to DROP any Summer SPC Class			
	Thursday, June 29 <sup>th</sup>	Project Items Due to be Handed In		No Lates	
	Monday, July 3 <sup>rd</sup>	LAST DAY TO TURN IN EXTRA CREDITS		No Lates	
	Tuesday, July 4 <sup>th</sup>	NO CLASS	Independence Holiday		
	Wednesday July 5 <sup>th</sup> & Thursday July 6 <sup>th</sup>	Student Project Presentations	No absences	No Lates	
	Tuesday, July 11 <sup>th</sup>	FINAL EXAM (Test #4)	10:00AM	No Lates	



TO BE FILLED-OUT AND HANDED TO INSTRUCTOR  
SMITH

\*\*Grades will not be released/recorded until this is  
turned in\*\*

CLASS: HUMA2319. 200 - American Minority Studies – Summer 1 - 2017

YOUR NAME: \_\_\_\_\_

CONTACT PHONE NUMBER: \_\_\_\_\_

WHERE DO YOU LIVE (CITY): \_\_\_\_\_

“ I HAVE READ THE SYLLABUS AND COURSE INFORMATION SHEET, AND I  
ACCEPT THE CLASS AND ALL CLASS & SPC POLICIES.” – “I understand how the  
class will be run.”

YOUR SIGNATURE: \_\_\_\_\_

TODAY'S DATE: \_\_\_\_\_

- 1.
- 2.
- 3.