

**WAYLAND BAPTIST UNIVERSITY**

**SCHOOL OF BEHAVIORAL & SOCIAL SCIENCES**

**Wayland Mission Statement:** Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success, and service to God and humankind.

**Course Title, Number, and Section:** HIST 1303 VC01 - World Civilization to 1500

**Term: Winter** 2017

**Instructor:** Prof. Pamela Lucas

**Office Phone Number and WBU Email Address:** Pamela.lucas@wayland.wbu.edu

**Office Hours, Building, and Location:**  No office hours- Virtual Campus Home phone (210) 314-2191 please no phone calls after 9 pm. (If no one answers leave message on the machine, as we are often outside with the dog or grandchildren.)

**Class Meeting Time and Location:** Virtual Campus

**Catalog Description:** Major religious, political, economic, and social development in the world from ancient times through the Middle Ages.

**There is no prerequisite for this course**

**Required Textbook(s) and/or Required Material(s):** Albert M. Craig, et al. *The Heritage of World Civilizations,* 10th ed. New Prentice Hall, 2011. ISBN 10: 0133834913

**Optional Materials:** None

**Course Outcome Competencies:** Upon completion of this course, students will be able to:

* Locate major features of the geography of the ancient Near East, Asia, Africa, and Europe;
* The growth and development of the earliest civilizations of Mesopotamia, Egypt, China, Africa, and Meso-America
* The emergence of major world religions and philosophies including Judaism, Buddhism, Islam, Confucianism, Taoism, and Christianity;
* Trace the development and historical events of Ancient and Classical Greece and Rome;
* Define Feudalism and describe the historic events of the Middle Ages.

**Attendance Requirements: Virtual Campus**

External Campuses

Students enrolled at one of the university’s external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the external campus executive director/dean. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university’s attendance policy. A student may petition the Academic Council for exceptions to the above stated policies by filing a written request for an appeal to the executive vice president/provost.

Plainview Campus

The university expects students to make class attendance a priority. Faculty members provide students a copy of attendance requirements. These are provided on the first day of class.

Students in programs for which an outside agency (such as the Veteran’s Administration) has stricter attendance requirements will be subject to those requirements. In addition, the university registrar will provide each student affected a list of these regulations.

The dean of the school must approve part-time and adjunct faculty class attendance requirements prior to syllabi distribution.

Virtual Campus

Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student “attendance” in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 3 or more weeks of an 11 week term, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given term is considered a “no-show” and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university’s attendance policy.

**Statement on Plagiarism and Academic Dishonesty:** Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

**Disability Statement:** In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university.  The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765.  Documentation of a disability must accompany any request for accommodations.

**Course Requirements and Grading Criteria:** The University is an institution of higher education. Students are assumed to have the appropriate academic skills and maturity to act responsible for their education and conduct. Students in this online class are required to log in in at least **2 times** a week for acknowledgement of discussion board and to make sure there are no messages.

The course grade will be determined from the following breakdown:

Exams 3 100 points each 300

Final Exam 200 points 200

Discussion Boards 20 points each week 200

Quizzes

Assignments 10 points each 150

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1000 points

The University has a standard grade scale:

A = 90-100, B = 80-89, C = 70-79, D = 60-69, F= below 60, W = Withdrawal, WP = withdrew passing, WF = withdrew failing, I = incomplete. An incomplete may be given within the last two weeks of a long term or within the last two days of a microterm to a student who is passing, but has not completed a term paper, examination, or other required work for reasons beyond the student’s control. A grade of “incomplete” is changed if the work required is completed prior to the last day of the next long (10 to 15 weeks) term, unless the instructor designates an earlier date for completion.  If the work is not completed by the appropriate date, the I is converted to an F.

Student grade appeals:

Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Executive Vice President/Provost to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

**Tentative Schedule:**

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| Week | Date Due | Assignments |
| 1 | 11/13-19/2017 | Disc. Board, email to instructor |
| 2 | 11/27-12/3//2017 | Quest, ch 1, quizzes 1&2, disc. board |
|  |  |  |
| 3 | 12/4-10/2017 | Disc. Board, questions, quizzes 3 & 4 |
| 4 | 12/11-17/2017 | Disc. Board, test 1, key terms |
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|  |  | Christmas Break |
| 5 | 1/2-8/2018 | Quest., disc. Board, quizzes 6 & 7. |
| 6 | 1/8-14/2018 | Disc. Board, Test 2, quest. Ch 8 |
| 7 | 1/15-21/2018 | Quest, quizzes 9 & 10, disc. board |
| 8 | 1/22-28/2018 | Quizzes 11 & 12, disc. Boards, quest. |
| 9 | 1/29-2/4/2018 | Disc. Board, ch 13 quest., Test 3 |
| 10 | 2/5-11/2018 | Quest. Ch 15, quizzes 14 & 15, disc. board |
| 11 | 2/12-17/2018 | Final exam |

**Additional Information:** I don’t accept late work except in cases of emergency. The student must supply documentation of the emergency to support the emergency. I am also in the central time zone, so assignments will be due on Sunday night by midnight Central Time Zone.

**Additional Information:**

[**http://catalog.wbu.edu**](http://catalog.wbu.edu)