

Syllabus for
HUM 333 Humanities DS Travel Studies
3 Credit Hours
Fall 2022

Coronavirus: All faculty members and students are expected to be face-to-face in the classroom except under conditions provided in the ORU Coronavirus Response Plan, which can be found at <https://oru.edu/campus-health/>.

I. COURSE DESCRIPTION

Foreign travel with humanities faculty or with other pre-approved trips abroad that provide first-hand encounters with the culture and history of a nation or region of the world. Students visit historic sites and hear lectures explaining the history, geography, literature, and art of each region they visit. Includes pre-travel cultural studies, as well as post-travel writing assignments that include selected readings from the departmental humanities textbook.

II. COURSE GOALS

This travel abroad experience is designed to allow the student to become immersed in a foreign culture. While living abroad, students will reflect on their personal experience, noting their activities, encounters, challenges, and highlights.

III. ASSOCIATED PROGRAMS

This course meets degree completion requirements for the General Education program.

IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

A. Required Materials:

None required.

1. Original sources, translations and articles will be provided in electronic format

B. Optional Materials

1. Textbooks: None
2. Other: None

V. POLICIES AND PROCEDURES

A. University Policies and Procedures

1. Evaluation Procedures

a. Initial Zoom Meetup	25%
b. Final Zoom Meetup	25%
c. "Expectations" Essay*	20%

d. Summation Essay** 30%

*Students are to compose a 2-page Expectation Essay, articulating what he/she hopes to gain from this study abroad experience. Students should also address the following questions: What led to decision to study abroad? What do you hope this experience will produce in you as a person? What are you most looking forward to in this experience?

**Students are to compose an 8-page Summation Essay at/near the end of their time overseas. This essay should be written from a Head-Heart-Hands approach. That is, 2 pages should articulate what the student learned from this experience. 2 pages should expound upon what transpired in his/her heart while studying abroad. 4 pages should summarize the activities, experiences, destinations, accomplishments, and tasks accomplished while in the country of study.

The essay should be formatted in accordance with the student's department style guidelines (MLA, APA, Turabian). A minimum of 7 different scholarly sources is expected. Essays with less than seven quality scholarly sources, as well as late submissions, will receive a minimum reduction of one letter grade.

2. Students and faculty at Oral Roberts University must adhere to all laws addressing the ethical use of others' materials, whether it is in the form of print, electronic, video, multimedia, or computer software. Plagiarism and other forms of cheating involve both lying and stealing and are violations of ORU's Honor Code: "I will not cheat or plagiarize; I will do my own academic work and will not inappropriately collaborate with other students on assignments." Plagiarism is usually defined as copying someone else's ideas, words, or sentence structure and submitting them as one's own. Other forms of academic dishonesty include (but are not limited to) the following:
 - a. Submitting another's work as one's own or colluding with someone else and submitting that work as though it were his or hers;
 - b. Failing to meet group assignment or project requirements while claiming to have done so;
 - c. Failing to cite sources used in a paper;
 - d. Creating results for experiments, observations, interviews, or projects that were not done;
 - e. Receiving or giving unauthorized help on assignments.
 - f. By submitting an assignment in any form, the student gives permission for the assignment to be checked for plagiarism, either by submitting the work for electronic verification or by other means. Penalties for any of the above infractions may result in disciplinary action including failing the assignment or failing the course or expulsion from the University, as determined by department and University guidelines.
3. Final exams cannot be given before their scheduled times. Students need to check the final exam schedule before planning return flights or other events at the end of the semester.

4. Students are to be in compliance with university, school, and departmental policies regarding the Whole Person Assessment requirements.
 - a. The penalty for not submitting electronically or for incorrectly submitting an artifact is a zero for that assignment.
 - b. By submitting an assignment, the student gives permission for the assignment to be assessed electronically.

B. Department Policies and Procedures

1. **Tardies**—Tardies are an inconvenience to the other class members and the professor, and they prevent the late student from obtaining maximum value from the class. Therefore, excessive tardies will adversely affect the semester grade. Three tardies will be considered equivalent to one absence. It is to the student's advantage to make sure that the professor is informed immediately following the close of the class that the student was tardy and not absent. It is not the professor's responsibility to stop the class to mark the tardy; the student is the one responsible for conveying that information immediately following that class, not at a later time.
2. **Incompletes**—As stated in the University catalog, incompletes are granted only for "good cause," such as extended hospitalization, long-term illness, or a death in the family. Students must petition for an incomplete using the form available in the History, Humanities, and Government Department. Very few incompletes are granted.
3. **Late Work**
 - a. The student is responsible for obtaining class assignments and material covered during an absence. All work must be completed as scheduled. Late work may result in a lower grade. An absence is not an excuse for turning in late work or for being unprepared with assignments for the class following the absence. Computer or printer malfunction does not constitute an excuse for late work; students should have their work prepared in time to ensure that they can get it proofread, edited, and printed prior to the instructor's due date. These responsibilities assist the student in professional development.
 - b. Each instructor has his or her own late-work policy that is given to students at the beginning of a course. Instructors use their own judgment in accepting late work resulting from all other absences. In cases where these absences can be anticipated, such as for non-University sponsored mission trips, the work should normally be submitted prior to the absence. In unanticipated absences, such as sickness or family crises, the instructor should be notified as soon as possible and agreement reached on due dates and possible penalties.
4. **Attendance**—Because unavoidable circumstances can prevent perfect attendance each student is allowed to miss class the number of times per week a class meets. This allowance is for absences such as illness, personal business, and emergency. The student may consider this "sick leave." If a student has absences

in excess of this number, the earned grade for the course will be affected. 4 absences will result in the loss of 1 letter-grade, 6 absences will result in the loss of 2 letter grades, 8 absences will result in the loss of 3 letter-grades, and 9 absences will result in an "F" in the course. Attendance at each class or laboratory is mandatory. Again, excessive absences will reduce a student's grade or deny credit for the course. A student who leaves class before dismissal may be marked absent. Extended illnesses are handled on an individual basis and require verification from a doctor.

5. **Administratively Excused Absences**—Only absences that are required by approved University activities are given administrative excuses. Students who must miss class for University-sponsored activities must follow these procedures:
 - a. Inform the professor before the event and make arrangement for the work to be submitted prior to the absence or at a mutually agreed upon deadline.
 - b. Present an administrative excuse form with appropriate signatures when he or she returns to class. Doctors' or nurses' notes, or letters from groups sponsoring mission trips or activities do not qualify a student for an administratively excused absence.
 - c. Obtain information covered during an absence. All work must be completed as scheduled.
 - d. Not commit to class presentation (oral reports, speeches, group presentations, etc.) on a date that the student will be gone. Makeup work is not permitted if the student voluntarily committed to a performance on the date of an administratively excused absence.

6. **Extra Credit**—Students should not expect extra credit to help raise a grade.

7. **Plagiarism** – Each student attending Oral Roberts University is required to do his or her own academic work and must not inappropriately collaborate with other students on assignments. Students must document all sources and ideas that are not their own original information by following correct MLA (Modern Language Association) documentation procedures. Failure to do this produces a plagiarized paper, which results in an F for the paper. Photocopies of sources must be turned in with research papers. Flagrant cheating results in an F for the course.

8. **Whole Person Assessment**
 - a. Compliance - To be listed as "compliant" the student must correctly submit electronically the artifact for assessment. "Noncompliant" means the student has either not submitted or incorrectly submitted the artifact electronically. It is the student's responsibility to ensure that he or she is in compliance. Compliance is verified by checking for the assessment results in the student's Whole Person Assessment. If there is a problem, the student may receive notification by the professor/assessor through the student's ORU email address.
 - b. Requirements - The WPA requirements for this class are listed in the content section of D2L.

9. **Electronic Device Use During Examinations**
 - a. Laptop computers, pads, I-pods, and other portable computer or electronic devices must be put away during examinations.
 - b. **Cell phones must be put away or placed face-down on the desk during examinations. Students who have a cell phone in hand during an examination or who have a cell phone nearby and face-up on the desk will be considered in violation of this policy.**
 - c. Ear phones and ear buds are not allowed during examinations.
 - d. The penalty for violating this policy is a zero for the examination, and possibly a failing grade for the course.

C. Course Policies and Procedures

1. Evaluation Procedures

The following scale will be used for the assignments, the final examination, and the course grade.

100% - 90% = A

89% - 80% = B

79% - 70% = C

69% - 60% = D

Below 60% = F

2. Whole Person Assessment Requirements

3. Other Policies and/or Procedures

- a. Examinations must be taken on the date and time assigned. It is the student's responsibility to contact the professor concerning missed work or examinations due to absences, and to do so promptly if possible. Late work or missed examinations, if excused, normally must be made up within one week.
- b. Submitting someone else's work as one's own is the worst type of plagiarism and will result in a failing grade for the assignment. Failure to acknowledge where paraphrased or summarized information came from is a second type of plagiarism. Using a source for information and acknowledging that source incorrectly is a third type of plagiarism. Incorrectly paraphrasing an author (even though it was footnoted) is the most common type of plagiarism. For example, many students simply change a word here or there from a sentence in the textbook, or change the word order of a statement by an author. This is not paraphrasing; it is plagiarism and may result in an "F" for the assignment. A true paraphrase is done by using your own words and sentence structure.
- c. No more than two unexcused absences are allowed per semester. Additional unexcused absences may result in reduction of grade at the instructor's discretion. If a student is late to class three times, it shall count as one absence. If a student is more than 5 minutes late for class, he/she may be counted absent for the day. Students leaving class early without permission may be counted absent.