

ARS 100 Introduction to Art

2019 Dates: Fall Online Session A, August 22 – October 11 | Credit Hours: 3

Instructor: Sherry Harlacher | ALWAYS USE THE CANVAS INBOX TO EMAIL THE INSTRUCTOR

1. ONLINE COURSE EXPECTATIONS

By enrolling in this course, you are presumed to have understood and agreed to assume personal responsibility for completing a course delivered entirely via the Internet and for **all of the following**:

- 1) ALL information and policies within this syllabus and for, including those pertaining to technology requirements, and the rules for required attendance, due dates and no make ups except in *extreme* circumstances (see the policy)
- 2) Using Canvas' internal Inbox to communicate with the instructor and the instructor's online schedule/availability
- 3) ASU's Student Honor Code, including the philosophy behind it, the definition of academic deceit, and the rule against withdrawing to avoid administrative sanctions
- 4) **Cheating is defined as collaborating with others to identify the answers to test questions instead completing the learning assigned and taking the test based on your own academic merit.** All assessments are open note, but they must be YOUR notes, ones that you have prepared as you worked your way through the course materials
- 5) **Each student must achieve a perfect score on the syllabus quiz to access the course content, listen to the lectures, and take the tests**
- 6) **Requests for due date extensions due to computer or Internet malfunctions will not be granted.** It is always the **student's** responsibility to have adequate computer resources and fast enough Internet service to view course materials, use the required multimedia eBook, and complete all online activities, including tests. **If your computer or Internet service malfunctions at any time during the semester, it is your responsibility to locate adequate resources elsewhere or to withdraw from the course. Do NOT wait until the last minute to submit your quizzes and exams, just in case there are Internet service disruptions at your location or other technical problems**
- 7) Information in this syllabus, other than grade, absence, and academic integrity policies, may be subject to change with reasonable advance notice (assignments, deadlines, etc.). The student is responsible for noting changes and acting accordingly. Students will be given notice of changes by email communication
- 8) The course content includes images of nudity

1.A. STATEMENT OF ACADEMIC RIGOR

For 7.5-week sessions like this one, you should plan for **18 hours** of coursework per week for every 3 credits. See ASU's policy here: <https://asuonline-dev.asu.edu/qm-template/CanvasQM/qm-policies.html>.

- Online courses are just as rigorous as 16-week, in-person courses, so expect your coursework to be challenging but rewarding
- **Therefore, online students should break study time into smaller, more digestible “bites” rather than trying to cram a month’s worth of material into one or two study sessions**

1.B. ATTENDANCE REQUIREMENT & ABSENCE POLICY

Online classes provide the flexibility of “attending” class at the time that is most convenient for you, but you are responsible for keeping track of the deadlines for assessments

- Students have a seven (7) day window to complete all module quizzes and exams
- Therefore, when students have religious holidays, university-sanctioned activities, or work-related commitments they should still plan to complete all assessments sometime during the seven (7) day window
- **No makeups** are permitted for any of the course work unless you can demonstrate you were **totally incapacitated for the entire period the quiz or exam was open**
- Should an unscheduled absence occur the student has **four (4) days** from the unscheduled absence to provide appropriate documentation and proof of their status ([see the no make up policy for more information](#))
- All due dates and times are posted in the syllabus and In Canvas
- All due dates are in accordance with Tempe, Arizona time
- No makeups are permitted for any work in Module Four
- Login to Canvas daily to check for announcements and to keep up with deadlines
- Quizzes and exams do not always occur on the same day of the week, so missing a test because you didn't plan ahead is not a valid excuse

1.C. HOW and WHEN TO CONTACT THE INSTRUCTOR



**Your online instructor does not hold on-campus office hours.
All communication is carried out through the Canvas Inbox.**

For questions and help related to attendance, study routine, and grades, **always use the internal Canvas Inbox** rather than your email account to communicate directly with your instructor. **Or for questions related to course content and instruction, use the Course Lounge** so helpful information can be shared with all. Per ASU policy, instructors are not able to discuss student-related issues through any non-ASU addresses. I will not respond to email messages that are not affiliated with ASU.

Please do not contact your instructor with technology questions. Contact the 24/7 ASU Help Desk for these issues. **Online instructors are here to assist you with the instructional content of the course. They are NOT equipped to help students experiencing technology issues including navigation, access, software, or browsers.**

Please refer to your instructor as “Professor Harlacher.”

Instructor Availability: I check for your messages routinely during regular business hours, Mondays – Fridays (Arizona Standard Time). Keeping in mind that I am also offline on the weekends or holidays, if you do not get a response from me within 24 hours, ***kindly resend your message.***

Practice online netiquette. Maintain a courteous and polite tone in all your course-related communications. Writing may be the only means of communication you have with online instructors, so it is especially important to do this effectively.

Online Netiquette is a social code that defines “good” online behavior. It is something to keep in mind during your online course interactions. Follow the guidelines in the link below to leave your mark as a knowledgeable, respectful and polite student who is positioned to succeed professionally. Links to learning etiquette and ASU’s policies are included below:

<https://asuonline.asu.edu/newsroom/online-learning-tips/netiquette-online-students>

ASU’s Computer, Internet, and Electronic Communications Policy can be found here:

<http://www.asu.edu/aad/manuals/acd/acd125.html>

1.D. ADD/DROP DEADLINES

Students are responsible for knowing all drop/add/withdrawal dates and should pay special attention to the last date to drop / withdraw. Students are also required to pay all tuition and fees for any registered course unless enrollment is officially cancelled during the 100% refund period. Please visit the Academic Calendar to review the withdrawal deadlines for this semester. For more information on Drop/Add and Withdrawal visit:

<https://students.asu.edu/drop-add>.

Classes Begin	August 22, 2019
Drop/Add Deadline (without college approval)	August 23, 2019
Tuition & Fee 100% Refund Deadline	August 28, 2019
Course Withdrawal Deadline	September 11, 2019
Complete Session Withdrawal Deadline	October 11, 2019

All dates are subject to change without notice; it is the student's responsibility to double-check these dates. For additional university deadlines and important dates for the spring 2019 term, please visit: students.asu.edu/spring-academic-calendar

1.E. COURSE WITHDRAWAL POLICY

The Instructor will not automatically withdraw or drop a student from the course for non-participation, non-attendance, or poor performance.

- To avoid a failing grade, please refer to the University Catalogue for proper withdrawal procedures
- Per ASU's academic integrity policies, students under investigation for an alleged academic integrity violation should not withdraw to avoid administrative sanctions. They will be reinstated by the Associate Dean and face appropriate sanctions
- If a student is unable to complete the course, it is the student's responsibility to arrange for withdrawal from the class
- Unless a student has not officially withdrawn from the course by **October 11, 2019** the instructor will issue a final grade for that student based upon the total points earned for the semester

WITHDRAWAL BEFORE THE END OF THE FOURTH WEEK

Consistent with ASU policy, withdrawals will be handled as per the guidelines below

- A Passing Grade at the time of withdrawal will be recorded as W
- A Failing Grade at the time of withdrawal will be recorded as E

HELPFUL LINKS FOR WITHDRAWALS

- The academic calendar and important dates can be found here: <https://students.asu.edu/academic-calendar> and
- Course registration changes are processed through My ASU: <http://my.asu.edu> and or <https://students.asu.edu/drop-add>

1F. TECHNOLOGY REQUIREMENTS



1. **Hardware:** You will need **a standard laptop or desktop computer** to access your classes. *A mobile device, tablet, Chromebook, or other netbook will not provide the access and functionality necessary for ASU Online courses.*
2. **Internet:** High-speed Internet is required, as this course includes multimedia content. **Do not rely on public or semi-public wi-fi**, as those connections are less stable and less secure. ASU cannot assume responsibility for your Internet connection unless you are on campus.
3. **Browsers:** You must have at least two (2) web browsers available on your computer. Preferred Internet browsers are **Chrome or Firefox**, which can both be downloaded for free. Other browsers, **especially Safari**, are less reliable in Canvas and the Remote Proctor Now Tool for Students

Students are always responsible for the QUALITY and MAINTENANCE of their Internet connection, browser, and hardware, even when they travel. Don't wait until the last minute to take a test and always have a back-up plan if your computer or Internet malfunctions.

1.G. TECHNICAL SUPPORT: WHO YA GONNA CALL?

Remember all questions related to hardware, software, browsers, and the Canvas Learning Management System are outside the instructor's expertise.



Call **the 24/7 ASU Help Center team immediately** if you encounter any technical issues with your computer, Internet or browser (do not submit the test). Be sure to ask them for a **support ticket number** that you can share with your instructor. ASU's Help Center team is available to assist you 24 hours a day, 365 days a year.

There are no make-ups or re-dos if the problem lies with your hardware, browser, or Internet connection.

1.H. ISSUES WITH THE MINDTAP EBOOK?



- **Contact Cengage Publishing's Support Team at 1.800.354.9706 if you experience difficulties registering for the Ebook instant access subscription**
- If you sign up for a temporary trial, you must purchase the book at the end of the two-week period, or your access will be revoked
- Remember, MindTap for ARS 100/300 is embedded in Canvas and only available once the course has been published

1.I. COURSE SUBJECT TO CHANGE STATEMENT

Information in this syllabus, other than grade, absence, and academic integrity policies, may be subject to change with reasonable advance notice (assignments, deadlines, etc.) The student is responsible for noting changes and acting accordingly. Students will be given notice of changes in Canvas. It is the student's responsibility to check Canvas for corrections or updates to the syllabus.

2. ACADEMIC INTEGRITY & TEST RULES



The aim of education is the intellectual, personal, social, and ethical development of the individual. The educational process is ideally conducted in an environment that encourages reasoned discourse, intellectual honesty, openness to constructive change and respect for the rights of all individuals. Self-discipline and a respect for the rights of others in the university community are necessary for

the fulfillment of such goals. The Student Code of Conduct is designed to promote this environment at each of the state universities.

ASU believes that any form of Academic Dishonesty negatively impacts not only the student involved but all ASU students. **Academic Deceit or Dishonesty** is any deceptive or fraudulent act that creates or attempts to create an advantage or disadvantage for any member of the academic community.

1. ASU's Academic Integrity Policies for Students affirm that ALL students must act with honesty and integrity
2. Anyone with a good faith basis for believing that a student has engaged in Academic Dishonesty may report the alleged violation to the Instructor or Academic Integrity Officer for the college or school in which the Academic Dishonesty occurred
3. If the Instructor or Academic Integrity Officer conclude that there is a sufficient basis to believe the student engaged in Academic Dishonesty, the Academic Integrity Officer will notify the student of the alleged violation and initiate the investigative process
4. Students who are notified of an alleged violation are not permitted to withdraw from the course to avoid administrative sanctions. If s/he withdraws, the Associate Dean will reinstate the student in the course, and the student risks an E final grade with an X grade attached
5. For ASU's full student academic integrity policy visit <https://provost.asu.edu/academic-integrity/policy>

2.A. CONSULTING/COLLABORATING WITH OTHERS DURING A TEST

- Your own personal notes are allowed while taking quizzes and exams, but these should be based on your efforts to listen to pre-recorded lectures, complete assigned readings, and take ungraded practice quizzes on MindTap
- All quizzes and exams must be taken alone. Just like in any regular classroom, you cannot work with or collaborate with anyone while taking a test. The test should reflect your own academic merit, not someone else's
- To avoid the appearance of collaboration, do NOT use the same computer with anyone in this course

2.B. CANVAS ONLINE ACTIVITY LOGS

- Your account activity in Canvas (ASU's learning management system) is automatically logged by the system
- Each Canvas log entry includes the URL of the course page your account accessed, your computer's public IP address, and normal browser and system information that all computers accessing the internet automatically provide to each website that they access.
- This information is automatically recorded with the time, down to the second. These logs may be reviewed anytime you contact us, in the normal course of business, or may be randomly screened throughout the semester

2.C. COURSE COPYRIGHT STATEMENT

The content of this course is protected. Students may not post course notes/study guides on any social media sites, upload any of the course shell, website, or discussion boards or share, sell, or distribute course content, study guides, or notes taken during the conduct of the course (see ASU policy ACD 304–06, “Commercial Note Taking Services” for more information.

Students who violate the course copyright policy are also committing an act of academic dishonesty and risk penalties associated with ASU’s academic integrity policies. For more information: <https://provost.asu.edu/academic-integrity>



What’s Next? I’m Ready!

3. COURSE OVERVIEW

ARS 100 is designed for non-art majors to help understand and appreciate the relevance of art. The course combines discussions of the language and elements of art with opportunities for critical thinking. The course will provide an introduction to the understanding and enjoyment of art through the study of artistic media such as painting, sculpture, architecture, design, photography and the decorative arts. Contemporary topics and cultural diversity in the arts are a special area of emphasis. Over the duration of the course students will develop familiarity with a variety of artistic media and techniques and learn art-related terminology. These lessons will help students learn how to articulate what they perceive in an artwork and increase their understanding of how art’s visual components affect them and other viewers.

3.A. STUDENT LEARNING OUTCOMES | COURSE OBJECTIVES

1. To understand the motivations behind and significance of art in human society
2. To learn the basic elements and principles of design in the visual arts and to learn major categories of 2-dimensional / 3-dimensional media
3. To recognize stylistic, thematic, and influential relationships among artworks
4. To reach a level of dynamic engagement with art objects, viewing them as expressions of a particular cultural moment
5. To increase your ability to reflect on the basis of our own art judgments

3.B. GRADING SCALE

Canvas takes your total points to calculate your overall percentage. Your final grades are based on ASU's standard scale:

1 Syllabus Quiz (20/20 points)
 4 Quizzes (20/20 points each)
 4 Exams (80/ 80 points each)
 1 Discussion (10/10 points)
 Extra Credit (20/0 points)

Total 430 points

A+	100% - 97.0%	B+	< 90.0% - 87.0%	C+	< 80.0% - 76.0%	E	< 60.0% - 0.0%
A	< 97.0% - 94.0%	B	< 87.0% - 84.0%	C	< 76% - 70.0%		
A-	< 94.0% - 90.0%	B-	< 84.0% - 80.0%	D	< 70.0% - 60.0%		

Final grades are earned, not given away. Even if you are one point short of your desired grade, you will NOT be given any unearned points. There are 430 points available (excluding a 20-point extra credit opportunity).

3.C. REQUIRED BOOK: Mind Tap Art's one-term (6 months) instant access to *Understanding Art* (11th edition), by Lois Fichner-Rathus | Cengage Publishing, 2018 (\$80)

Instructions for registering your eBook with Cengage Publishing will be appear in the Getting Started Module on Canvas. You may purchase the eBook directly from Cengage Publishing's website or through ASU Bookstore's website. For search criteria, use the book's title or author's name. NOT having the eBook is NOT an acceptable excuse for missing an exam! **The MindTap eBook site is NOT our course website where you submit work that is graded. All graded quizzes and tests are accessed in Canvas. The MindTap site hosts the eBook readings, the flashcards, and the non-graded practice tests.**

QUESTIONS/ PROBLEMS WITH YOUR REGISTRATION/ACCESS?

Send an email: Connie.zimmerman@cengage.com

ACCESSING THE COURSE READINGS, FLASH CARDS, & PRACTICE QUIZZES

After you register with Cengage Publishing and receive your personalized confirmation code via email, the embedded textbook readings and study aids in our Canvas environment should be clickable links. Remember, no course key is required because you have to access the readings in the Canvas environment, not on Cengage's website.

ACCESSING EBOOK PAGE NUMBERS, IMAGES, TERMS, ETC.

You can select the magnifying glass option on the eBook view. For example, you can search 87 (in reference to page 87). The eBook will locate that search field criteria. Contact Cengage's Support Team if you have questions about navigating the eBook at 800.354.9706.

3.D. PERFECT SCORE REQUIREMENT: SYLLABUS QUIZ ONLY

Students must earn a perfect score on the syllabus quiz before they are permitted to advance in the course.

- The course begins with a “Getting Started” module followed by four (4) instructional content modules or units
- The syllabus quiz is located at the end of the “Getting Started” module
- Students will have access to the “Getting Started” module and syllabus quiz as soon as the course begins
- The syllabus quiz has 20 multiple-choice questions, each worth 1 point
- Students have 10 minutes to complete the quiz
- Students have multiple attempts to earn a **perfect score**, but they must observe the final deadline for full credit
- **For each 24- hour period past the deadline, one penalty point will be deducted from the for late submission of the syllabus quiz**

3.E. STUDY AIDS

STUDY GUIDES are provided by the instructor for each module to help you focus your notes.

- TIP: Keep the module study guide at hand while you read and listen to video lectures and use them to take notes
- That way you can summarize the right information and spend more time preparing for the tests

CENGAGE’S MINDTAP also has its own chapter study guides as well as customizable vocabulary and image flashcards. To help you determine your test-readiness, MindTap also has a Foundation Interactive practice quiz for each chapter. If you know the definitions and the information on the module study guides AND have utilized MindTap study aids, you should do well on the tests----unless you procrastinated and tried to cram at the last minute.

3.F. REQUIRED READINGS & VIDEO LECTURES

To be successful you will need to complete all assigned readings and video lectures. Don’t underestimate the challenge that a course on art poses.

- Readings and video lectures are located in the content module folders
- The readings for various lecture topics are listed on our Canvas course website.
- Independent art historian Eileen Engle is the “voice” of the video lectures
- Video lectures last between 10 - 15 minutes each and lectures on a topic may be broken into separate segments
- Video lectures can be repeated or paused at any time so you may take notes.
- TIP: The video lectures will make more sense *if you have done the assigned reading first.*

3.G. END-OF-SEMESTER DISCUSSION ASSIGNMENT

NO make-ups for this assignment are permitted (due to the semester schedule and the amount of time the assignment is available to students)

- The discussion question is worth 10 points
- There are no right or wrong answers, but be mindful of mechanics and tone (how you sound)
- For FULL CREDIT you must contribute a thoughtful response, practice professionalism, and demonstrate university-level communication skills

3.H. END OF SEMESTER EXTRA-CREDIT OPPORTUNITY

NO make-ups for this assignment are permitted (due to the semester schedule and the amount of time the assignment is available to students). There is one and only one opportunity for extra credit available. This assignment will help boost your grade- and it cannot hurt your grade, so be sure to do it!

- The extra credit is worth 20/0 points, despite what the Canvas gradebook says
- Your computer must be capable of playing an hour-long movie file
- You may use a computer on campus if your personal computer is not capable of playing movie files
- If you encounter technical difficulties contact the ASU Help Center right away. Any technical issues must be resolved before the extra-credit opportunity closes
- To earn the twenty (20) points, you will first watch a video, then you have 20 minutes to provide correct answers to five (5) multiple-choice questions
- Each correct answer is worth 4 points.
- While listening to the video, keep track of the sequence of how stories were developed as well as other pertinent information. Know the names of the different stories as well as other pertinent information.

Now it's time to get familiar with the rest of our course's test policies.



3.I. TEST FORMAT

- Each module quiz and exam have questions that are drawn from the material in that module (lectures, their associated readings, and study guide).
- Tests are not cumulative
- Tests are comprised of multiple-choice questions
- There are multiple versions of each exam, so students will receive a different version of the test
- Each instructional content module contains a 10-question quiz and a 40-question exam
- Students have 10 minutes to complete quizzes and 35 minutes to complete exams
- All tests are open note, but they must be **your own notes** compiled by working your way through the course lectures and readings. See section 2.A. for what constitutes cheating in this course.
- **DO NOT SUBMIT a test if you encounter technical issues while the test is open. Log out and contact ASU's 24/7 Technical Support**

3.J. TESTS: IN BRIEF

QUIZZES	EXAMS
No Make ups for unqualified reasons	No Make ups for unqualified reasons
One quiz per each content module (4 total)	One exam per each content module (4 total)
Open for a seven (7) day window	Open for a seven (7) day window
10 minutes to complete	35 minutes to complete
10 questions per quiz	40 questions per exam
Content is NOT cumulative, but only covers material in the respective module	Content is NOT cumulative, but only covers material in the respective module
Each question is worth 2 points for a total of 20 points per assessment	Each question is worth 2 points for a total of 80 points per assessment
TOTAL QUIZ POINTS AVAILABLE OVER THE TERM: 80	TOTAL EXAM POINTS OVER THE TERM: 320

3.K. TEST SCHEDULE & COUNDOWN TIMER

The schedule is published in Canvas and includes upcoming due dates. Students are responsible for keeping track of all course deadlines. **Note that Canvas posts when a test CLOSES, not when it opens!**

- Deadlines are NOT flexible, unless a student has accommodations through the Disability Resources Center.
- It is the student's responsibility to set up a system of reminders and to keep track of the deadlines in this course.
- **Students have a seven (7) day window to complete quizzes and exams. Exceptions to this rule are: syllabus quiz, extra credit quiz, and discussion post assignment. See the course schedule for more details.**
- Tests open at 12:00 am on Day One and close at 11:59 on Day Seven.
- All tests are due Arizona Standard Time. If you are taking this course or tests outside of Tempe, Arizona, you are responsible for knowing what time it is at ASU.
- **Do NOT assume that quizzes or exams will always close on the same day. Missing a test because you assumed incorrectly is not a valid excuse.**
- It does not matter what the test deadlines were in another online course you may have taken.
- The only official time is the time according to Canvas, as shown within the course. It does not matter what your personal timepiece says.
- All tests are time limited and Canvas will display a countdown timer whenever you open the test.
- When the timer reaches "0" your work will be automatically submitted.
- To avoid a partially completed test, be sure to budget your time accordingly.
- A faulty countdown timer is not a reason to be excused from penalty points.

3.L. EXCEPTIONS TO NO MAKE UP POLICY

Given the seven (7) day window to complete a quiz or exam, make ups are granted only under exceptional circumstances and when a student meets the following conditions:

- Within 4 days of your unscheduled absence, you provide documentation that verifies you were incapacitated during the period the test or assignment was open to you
- Your formal documentation clearly states your name, the dates you were incapacitated, and the reason for your incapacitation. Those dates must coincide with the seven (7) day window the test or assignment was open to you
- Students registered with the DRC whose accommodations include flexible deadlines have 24-48 hours to contact the instructor about a missed deadline. Failure to do so may result in penalties for late submission. Students who do not notify the instructor **within the first five (5) days of class** of their need for accommodations and who miss a Module 1 deadline may be subject to late penalties
- There are NO makeups for any coursework in Module Four

FORMAL DOCUMENTATION IS SUBJECT TO VERIFICATION

- Does not include vacations, vacation delays, work-related travel, or any work-related reasons, including being called up for military duty without proof of orders, misunderstanding of the test dates, undocumented emergencies, being out of the country, unable to access a computer/Internet, or faulty memories, etc.
- A newspaper clipping of a death or funeral is not formal documentation, neither are airline tickets---- these will not be accepted
- Documentation should be official, such as a doctor's note, letter on military stationery from your commander, etc.
- The fact that you submit a doctor's note, etc., does not mean you will automatically be given a full-credit make-up exam/quiz

Submitting falsified documentation will result in a failing grade for the course due to academic dishonesty

3.M. COURSE ITINERARY

Keep track of upcoming due dates by logging into Canvas regularly

Exams/Syllabus Quiz	OPENS	CLOSES
<u>GETTING STARTED MODULE</u>		
Syllabus Quiz	12:00 AM, Monday, Aug 20	11:59 PM, Friday, Aug 23
<u>MODULE 1</u>		
Quiz 1	12:00 AM, Tues, August 27	11:59 PM, Mon, September 2
Exam 1	12:00 AM, Thurs, August 29	11:59 PM, Wed, September 3
<u>MODULE 2</u>		
Quiz 2	12:00 AM, Sun, September 8	11:59 PM, Sat, September 14
Exam 2	12:00 AM, Tue, September 10	11:59 PM, Mon, Sept 16
<u>MODULE 3</u>		
Quiz 3	12:00 AM, Sat, September 21	11:59 PM, Fri, Sept 27
Exam 3	12:00 AM, Mon, September 23	11:59 PM, Sun, Sep 29
<u>MODULE 4</u>		
Quiz 4	12:00 AM, Wed, October 2	11:59 PM, Tues, October 8
Exam 4	12:00 AM, Fri, Oct 4	11:59 PM, Thurs, October 10
Discussion Topic	12:00 AM, Mon, Sept 30	2:00 PM, Friday October 11
Extra Credit Quiz	12:00 AM, Mon, Sept 30	2:00 PM, Friday October 11

3.N. TESTS: WHAT'S COVERED ON THEM

ORIENTATION MODULE

Syllabus Quiz: is over the content of the syllabus only

MODULE 1 (Lectures & Chapters 1, 2, 3, 4, 5, 6)

Quiz 1: First 6 chapters of the textbook & All Unit 1 Lecture Videos

Exam 1: The First 6 Chapters of the textbook & All Unit 1 Lecture Videos

MODULE 2 (Lectures & Chapters 7, 8, 9, 10)

Quiz 2: Chapters 7, 8, 9, 10, & All Unit 2 Lecture Videos

Exam 2: Chapters 7, 8, 9, 10, & All Unit 2 Lecture Videos

MODULE 3 (Lectures & Chapters 11, 12, 13)

Quiz 3: Chapters 11, 12, 13, & All Unit 3 Lecture Videos

Exam 3: Chapters 11, 12, 13, & All Unit 3 Lecture Videos

MODULE 4 (Lectures & Chapters 14, 15, and page excerpts for 16 & 17)

Quiz 4: Chapters 14, 15, assigned excerpts & All Unit 4 Lecture Videos

Exam 4: Chapters 14, 15, assigned excerpts & All Unit 4 Lecture Videos

Discussion Topic: Will be based on learning over the semester

Extra Credit Quiz: *How Art Made the World Video—Once Upon a Time*, is an hour-long video followed by a 5-question, multiple-choice answer quiz.

4. UNIVERSITY-WIDE POLICIES

4.A. STUDENT CODE OF CONDUCT

Students are required to read and act in accordance with the requirements and policies in this syllabus and with University and Arizona Board of Regents policies, including:

- ❖ **Student Code of Conduct: Arizona Board of Regents Policies 5-301 through 5-308:**
<http://www.abor.asu.edu/1%5Fthe%5Fregents/policymanual/chap5/>
- ❖ **Academic Integrity Policy:** <http://provost.asu.edu/academicintegrity>
- ❖ **Computer, Internet and Electronic Communications Policy**
<http://www.asu.edu/aad/manuals/acd/acd125.html>

Failure of any student to meet any part of the ASU Student Code of Conduct may be reported to the office of Student Affairs.

4.B. DISRUPTIVE, THREATING, OR VIOLENT BEHAVIOR

Threatening, violent, or disruptive behavior will not be tolerated in this class and will be handled in accordance with ASU policy. Self-discipline and a respect for the rights of others in the classroom or in the online classroom and university community are necessary for a conducive learning and teaching environment. Threatening, violent or disruptive behavior will result in the administrative withdrawal of the student from the class.

Students are expected to treat their instructor and fellow classmates with respect and kindness. In all correspondence and in Discussion Board postings, you should show respect for the viewpoints of others who may disagree with you or see things from a different perspective. Criticizing, ridiculing, insulting, or belittling others will not be accepted. Keep in mind that electronic communications do not have the advantage of nonverbal cues that are so much a part of interpersonal communication. Humor or satire can sometimes be misinterpreted in strictly electronic communication forums.

For more information please visit:

- ❖ <https://eoss.asu.edu/dos/srr/PoliciesAndProcedures>
- ❖ <https://eoss.asu.edu/dos/saafety/ThreateningBehavior>
- ❖ Handling Disruptive, Threatening, or Violent Individuals on Campus:
<http://www.asu.edu/aad/manuals/ssm/ssm104-02.html>
- ❖ www.asu.edu/aad/manuals/acd/acd304-10.html

4.C. ASU'S STUDENT ACADEMIC INTEGRITY POLICY

Any form of academic dishonesty that is in violation with the Student Code of Conduct will not be tolerated. Arizona State University and the Herberger Institute for Design and the Arts expect the highest standards of academic integrity from all students. Failure to meet these standards may result in suspension or expulsion from the university or other sanctions as specified in the University Student Academic Integrity Policy.

<https://provost.asu.edu/academic-integrity>

TYPES OF ACADEMIC DISHONESTY

Any student whose work indicates a violation of the ASU Academic Misconduct Policy including cheating, plagiarism, and dishonesty will be subject to disciplinary action. Plagiarism is defined as deliberately passing off someone else's words or ideas as your own. All necessary and appropriate sanctions will be issued to all parties involved with plagiarizing any and all course work.

Refer to the [academic integrity policy](#) for a complete list of violations. Violations fall into five (5) broad areas that include but are not limited to:

1. Cheating on an academic evaluation or assignment
2. Plagiarizing
3. Academic deceit, such as fabricating data or information
4. Aiding academic integrity policy violations and inappropriately collaborating
5. Falsifying academic records

CONSEQUENCES FOR ACADEMIC DISHONESTY

There are serious consequences for incidents of academic dishonesty. Failure of any student to meet academic integrity standards/policies may result in:

- Expulsion from the University without expectation of readmission
- Suspension from the University for a specific period of time
- A grade of X attached to the final grade
- No student with an XE grade on his or her transcript shall be permitted to represent the University in any extracurricular activity or to run for or hold office in any recognized student organization
- The XE grade will be recorded on the student's official and unofficial transcript with the notation "failure due to academic dishonesty"
- Reduction in grade, or assignment of a failing grade

I sanction any incidents of academic dishonesty in my courses using University and HIDA guidelines. Should you have any question about whether or not something falls subject to this clause, feel free to contact me or review the university policy on academic integrity at

<https://provost.asu.edu/academic-integrity>

4.D. STUDENT RIGHTS & RESPONSIBILITIES

All students should be aware of their rights and responsibilities at ASU:

http://herbergerinstitute.asu.edu/students/undergrad/documents/students_handbook.pdf

4.E. TITLE IX: MANDATED REPORTING

As an employee of ASU, I am a mandated reporter and obligated to report instances of reported or suspected incidences of sexual harassment. If you or someone you know has been harassed on the basis of sex or sexually assaulted, you can find information and **confidential** resources at <https://sexualviolenceprevention.asu.edu/gethelp>

WHAT IS TITLE IX?

Title IX is a federal law that provides that no person be excluded on the basis of sex from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity. Both Title IX and university policy make clear that sexual violence and harassment based on sex is prohibited. An individual who believes they have been subjected to sexual violence or harassed on the basis of sex can seek support, including counseling and academic support, from the university.

ACD 401 POLICY ON SEXUAL DISCRIMINATION

Policy on sexual discrimination as described in ACD 401, "Prohibition Against Discrimination, Harassment, and Retaliation", including the fact that the instructor is a mandated reporter and therefore obligated to report any information regarding alleged acts of sexual discrimination. Arizona State University is committed to providing an environment free

of discrimination, harassment, or retaliation for the entire university community, including all students, faculty members, staff employees, and guests. ASU expressly prohibits discrimination, harassment, and retaliation by employees, students, contractors, or agents of the university based on any protected status: race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, and genetic information. As an employee of ASU, I am a mandated reporter and obligated to report instances of reported or suspected incidences of sexual harassment.

5.SPECIAL ACCOMODATIONS & OTHER RESOURCES

5.A ASU's DISABILITY RESOURCE CENTER

Students with disabilities must have an equally effective and equivalent educational opportunity as those students without disabilities. Students experiencing difficulty accessing course materials because of a disability are expected to contact the course instructor so that a solution can be found that provides all students equal access to course materials and technology. Qualified students with disabilities who will require disability accommodations in this class are encouraged to make their requests to me at the beginning of the semester either email or by appointment. It may be difficult to make accommodations retroactively. Note: Prior to receiving disability accommodations, verification of eligibility from the Disability Resource Center (DRC) is required. Disability information is confidential.

Students who feel they will need disability accommodations in this class but have not registered with the Disability Resource Center (DRC) should contact DRC immediately. Students should contact the Disability Resource Center on the campus that your class is being held. Campus-specific location and contact information can be found on the DRC website. DRC offices are open 8 a.m. to 5 p.m. Monday – Friday. Check the DRC website for eligibility and documentation policies (<https://eoss.asu.edu/drc>)

To request academic accommodations due to a disability, please contact the ASU Disability Resource Center (<http://www.asu.edu/studentaffairs/ed/drc/#> ; Phone: (480) 965-1234; TDD: (480) 965-9000); or email DRC@asu.edu. Their website is: <http://eoss.asu.edu/drc>.

5.B. STUDENT SERVICES & OTHER RESOURCES

You will find a list of student resources at: <https://tutoring.asu.edu/student-resources>. Resources included are advisement, registration, financial aid, disability services, counseling, tutoring, library, and more.

THE WRITING CENTER:

Students have access to Academic Support Programs including tutoring and the writing center. Information on these resources can be found here: <https://tutoring.asu.edu/>.

COUNSELING & CONSULTATION:

Students have access to Counseling & Consultation services. Information on this can be found here: <https://eoss.asu.edu/counseling>.

HEALTH AND WELLNESS:

Students have access to Health and Wellness service. Information on this can be found here: <https://eoss.asu.edu/health>, <https://wellness.asu.edu/>.

LEARNING RESOURCES CENTER:

<http://www.asu.edu/vpsa/lrc/>

Link to Online Academic Support Services:

<http://www.asuonline.asu.edu/student-resources/student-service>.

ACCOMMODATION FOR RELIGIOUS PRACTICES & UNIVERSITY SANCTIONED ACTIVITIES

- Missed Classes Due to University Sanctioned Activities:
<http://www.asu.edu/aad/manuals/acd/acd304-02.html>
- Accommodations for Religious Practices:
<http://www.asu.edu/aad/manuals/acd/acd304-04.html>

The following numbers might be useful:

- Counseling Services (Tempe campus) (480) 965-6146
- Empact 24 Hour Crisis Line (480) 921-1006
- Health Services (480) 965-3349
- Student Success Center (480) 965-9072
- Student Rights and Responsibilities (480) 965-6547

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