Instructor: Dr. David Gilbert
E-mail: davidgilbert@clayton.edu [Students should use e-mail within Desire2Learn]

Classroom: Lecture Hall: B-12
T & Th: 11:15 a.m. – 12:30 p.m.
Office: Arts & Sciences 110-J
Telephone: (678) 466-4815
Office Hours: M-W-F 10:00 to 10:50 a.m. / M-W 12:00 to 1:15 p.m. / T-Th 10:00 to 11:00 a.m. and by appointment.

Course Description: The history of Latin America, from the development of Pre-Columbian civilizations to the nineteenth century. Topics include Pre-Columbian America, the European conquest of the sixteenth century and the Spanish and Portuguese colonial experience. (3.0 semester credit hours)

Prerequisites: HIST 1111, 1112, 2111 or 2112 with a minimum grade of C

Required Textbooks:


Important Dates:
January 13 First day of class
March 6 Last day to drop course without academic penalty
March 9 – 14 Spring Break
April 30 Last Day of Class
May 5 – 11 Final Exams
Mid-term Progress Report:

The mid-term grade in this course, which will be issued on March 2, reflects approximately 30% of the entire course grade. Based on this grade, students may choose to withdraw from the course and receive a grade of "W." Students pursuing this option must fill out an official withdrawal form, available in the Office of the Registrar, or withdraw on-line using the Swan by mid-term, which occurs on March 6. Instructions for withdrawing are provided at this link.

The last day to withdraw without academic accountability is Friday, March 6, 2015.

Disability:
Individuals with disabilities who need to request accommodations should contact the Disability Services Coordinator, Student Center 255, (678) 466-5445, disabilityservices@mail.clayton.edu.

Computer Use in This Course:
Each CSU student is required to have ready access throughout the semester to a notebook computer that meets faculty-approved hardware and software requirements for the student's academic program. Students will sign a statement attesting to such access. For further information on CSU's Official Notebook Computer Policy, please go to http://www.clayton.edu/hub/itpchoice/notebookcomputerpolicy

Computer Skill Prerequisites:
- Able to use the Windows™ operating system
- Able to use Microsoft Word™ word processing
- Able to send and receive e-mail using Outlook™ or Outlook Express™
- Able to attach and retrieve attached files via email
- Able to use a Web browser

In-class Use of Student Notebook Computers:
Student notebook computers will not be used in the classroom in this course. Computers will be required to access course materials and to communicate with your instructor.

NOTE: Because typing on a computer has been shown to be a very ineffective form of note-taking, computer use during class is highly discouraged. In addition, surfing the internet, checking social media and playing games are distracting to others in the class. Students who engage in these activities or who earn less than 75% on the first exam will not be allowed to continue using laptops in the classroom.

Desire2Learn:
Students are required to have reliable access to a computer that can utilize D2L. This will be the primary forum for posting assignments and announcements for the course. This site is also the preferred method for communicating with your instructor and tracking your grade.
You can gain access to Desire2Learn, by signing on to the SWAN portal and selecting: “D2L” on the top right side. If you experience any difficulties in Desire2Learn, please email or call The HUB at TheHub@mail.clayton.edu or (678) 466-HELP. You will need to provide the date and time of the problem, your SWAN username, the name of the course that you are attempting to access, and your instructor's name.

Assessment of Student Learning:

Tests: There will two tests and a final exam during the semester. These may include multiple choice, fill-in-the-blank, true/false, short answer, identifications and essay questions. Students may not leave the room for any reason during an exam. It is also important to arrive on time for all exams. Once any member of the class has finished an exam and exited the room, no late students will be allowed to begin the test.

NOTE: Using a cell phone for any reason during a test will automatically result in a zero for the exam.

Make-up exams will be given for valid and documented absences only. It is the responsibility of the student to schedule make-up exams within 24 hours of a missed exam and supply the instructor with required documentation. NOTE: Although make-up exams cover the same material, they may have a different format than the original test.

Quizzes: Frequent In-class quizzes will be utilized to gauge student progress in the course. There is no make-up for missed in-class quizzes.

Writing: To improve historical research and writing skills, there will be substantial writing components on the exams/quizzes and two short essays in the course.

Extra Credit: Final grades are based on completion of the actual course requirements. No "extra credit" is available in this course.

Grade Components:
Tests (2) 25% each
Final Exam 25%
Quizzes: 10%
Writing: 15%

University System of Georgia Grading Scale:
A = 90 percent or higher (Excellent)
B = 80 to 89 percent (Good)
C = 70 to 79 percent (Satisfactory)
D = 60 to 69 percent (Passing)
F = below 60 percent (Failure)
Course Policies:
Students must abide by all policies in the Clayton State University Student Resource Handbook and the Basic Undergraduate Student Responsibilities.

University Attendance Policy:
Students are expected to attend and participate in every class meeting. Instructors establish specific policies relating to absences in their courses and communicate these policies to the students through the course syllabi. Individual instructors, based upon the nature of the course, determine what effect excused and unexcused absences have in determining grades and upon students’ ability to remain enrolled in their courses. The university reserves the right to determine that excessive absences, whether justified or not, are sufficient cause for institutional withdrawals or failing grades.

Course Attendance Policy
Attendance is expected for all class periods. Ten unexcused absences will result in automatic failure for the course. Any absence must be accompanied by a written excuse from a doctor or other competent authority.

NOTE: Classes cancelled by the University due to inclement weather will be replaced by mandatory activities on D2L.

Classroom Conduct:
As a courtesy to others, please turn off cell phones before entering the classroom. Once class has begun, students may not read newspapers, send or receive text messages, hold private conversations, or engage in any activities that might be disruptive to others. University policy prohibits students from bringing food into the classroom.

NOTE: The permission of the instructor is required for audio taping of course lectures or discussion.

Disruption of the Learning Environment:
Behavior which disrupts the teaching–learning process during class activities will not be tolerated. While a variety of behaviors can be disruptive in a classroom setting, more serious examples include belligerent, abusive, profane, and/or threatening behavior. A student who fails to respond to reasonable faculty direction regarding classroom behavior and/or behavior while participating in classroom activities may be dismissed from class. A student who is dismissed is entitled to due process and will be afforded such rights as soon as possible following dismissal. If found in violation, a student may be administratively withdrawn and may receive a grade of WF.

Academic Honesty:
Any type of activity that is considered dishonest by reasonable standards may constitute academic misconduct. The most common forms of academic misconduct are cheating and plagiarism. All instances of academic dishonesty will result in a grade of zero for the work involved. All instances of academic dishonesty will be reported to the Office of Community

Plagiarism Detection Software
Students agree that by taking this course all required papers may be subject to submission for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted papers will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. You should submit your papers in such a way that no identifying information about you is included.

Program Learning Outcomes:

History outcomes: HIST 3221 is an upper-level elective for the B.A. degree programs in History and History with Secondary Education Certification.

Course outcomes:

1. Be able to identify the main turning points in Latin American history before 1815.

2. Be able to describe the key political, social, cultural and economic changes which transformed Latin America during the colonial era.

3. Be able to discuss the colonial legacies in Latin America today.

4. Along with historical content, HIST 3221 is also designed to help develop and promote certain logical and analytical skills that every college graduate is expected to have. The Board of Regents of the University System of Georgia mandates that every college graduate must be able to think or to reason critically, and this course is intended to help teach students to learn to think, analytically, contextually, and diachronically, regardless of your major or future vocation. Among the skills that you will acquire and/or develop this semester are:

   • Reading comprehension: The ability to identify the ideas in something you have read and differentiate the "thesis" or major theme being presented from the evidence supporting it. This skill will be exercised in the assigned readings.

   • Listening comprehension: The ability to listen to what someone has to say and identify what is important. The sources for this are the instructions given by the instructor.

   • Identifying evidence: While it is one thing to see evidence when it is clearly labeled in a lecture or text, it is something else to analyze primary sources in which evidence is not clearly indicated. The source for this evidence will be primary documents used in the course.

   • Selectivity: This skill includes examining relevant material(s) and leaving out extraneous information. You will do this whenever you take notes or answer a question on an exam.
• Communication skills: The ability to write in such a way that clearly communicates your ideas to others. The sources for this are the writing assignments and the written components of in-class quizzes and the exams.

• Viewing comprehension: This includes looking at various materials and identifying important ideas and concepts. The source for this material presented in the class and in the textbooks.

• Computer Skills: Students will be introduced to on-line information dealing with History through links provided on the D2L component of the course.

Reading Schedule: posted on D2L