

SYLLABUS

Table of Contents (clickable)

SYLLABUS	1
Contacting your instructor	2
TWO Textbooks.....	2
1. A Concise Introduction to Linguistics, 3 rd edition.....	2
2. Custom Anthology, available for purchase only from “University Readers” website.	2
Course Outcomes.....	3
General Education Ratings.....	3
Course Rhythm and Time Commitment	3
Reading List and Course Calendar.....	3
Grading.....	4
Grade distribution	4
Grading scale.....	4
Extra credit	4
Course Assessments.....	5
Discussions:	5
Exams and Reading Quizzes	5
Activities.....	5
What should you do to succeed in this class?	6
Class Expectations.....	6
Syllabus and Social Science Division Guidelines and Procedures Review.....	6
My expectations of students:	6
What you can expect from me:	7
Due dates	7
Late work	7
Behavioral Expectations for Discussions.....	7
Avoiding Plagiarism.....	8
Students with Disabilities.....	8
Student Code	8
Affirmation of inclusion.	8
Safe Space	8
PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION.....	9

Contacting your instructor

Instructor: Katharine Hunt

E-mail: Please use the mail tool in Canvas.

Only if Canvas is unavailable, use the following: katharine.hunt@bellevuecollege.edu

Phone: (425) 564-2399

On campus office hours: By appointment in office D 200D

TWO Textbooks

Readings are an essential part of this course. While many of the readings will be available on-line, you will need to purchase the following **TWO textbooks**. Copies of both books will also be on reserve in the library.

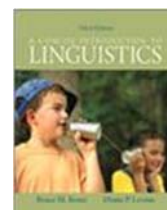
1. A Concise Introduction to Linguistics, 3rd edition.

Rowe, Bruce M. and Diane P. Levine 2012, Pearson, Prentice Hall, Upper Saddle River, NJ.

ISBN: 978-0-205-05181-6

BE SURE TO BUY THE THIRD EDITION.

Used copies of this book are available through the BC bookstore. However, you can also check other online sites for used copies, such as amazon.com; half.com; chegg.com; barnesandnoble.com. Be sure to purchase the correct 3rd edition of the book.



2. Custom Anthology, available for purchase only from “University Readers” website.

<https://students.universityreaders.com/store/>

You can purchase a hard copy (spiral bound) or an online copy (or both). This anthology contains readings which are copyright and not available on the web. Most of the cost comes from the copyright permissions. This is the same reader which was used in Fall 2013, but not in quarters prior to Fall 2013.

Cost: Print Only (before tax and shipping): \$27.15; Digital Only (before tax): \$24.44; Both Print + Digital price (before tax and shipping): \$33.94



To purchase the anthology, please follow the instructions below.

Step 1: Log on to <https://students.universityreaders.com/store/>

Step 2: Create an account or log in if you have an existing account.

Step 3: Choose the correct course pack, select a format and proceed with the checkout process.

Step 4: After purchasing, you can access a digital copy of the first few chapters (if you selected a print format) or all chapters (if you selected a digital format) by logging into your account and clicking “My Digital Materials” to get started on your reading right away.

If you experience any difficulties, please email orders@universityreaders.com or call 800.200.3908 ext. 503.

* **Digital access:** If you select a digital format, you will need an Adobe ID and the free Adobe Digital Editions (ADE) software installed on your computer. Visit https://students.universityreaders.com/store/digital_adobe for easy instructions and a video walkthrough of the process. Once you download the digital pack you can access it online or offline at any time on your computer, tablet or smart phone. You can also annotate, highlight, and search the content. Printing is available from the first device you use to access the content. Please note that the digital course pack expires after six months.

*Print orders are typically processed within 24 hours; the shipping time will depend on the selected shipping method and day it is shipped (orders are not shipped on Sundays or holidays). If you order the print version, you will have immediate digital access to the first 20% of the course readings.

Course Outcomes

Listed below are the course outcomes for ANTH 208. Outcomes will be assessed through exams, assignments and discussions.

- Demonstrate basic understanding of the different levels of language structure exhibited by languages around the globe.
- Recognize and give examples of the ways in which language and culture are integrated.
- Critically assess claims about the effect of language on perception and thought, in relation to the Sapir-Whorf hypothesis.
- Apply a holistic ethnographic approach to describing language use in different social and cultural situations.
- Describe how languages evolve over time, and how social and regional dialects may arise.
- Recognize ethnocentric statements about language and be able to explain the value of taking a comparative, relativistic approach to the study of language.

General Education Ratings

- This course supports the general education goals of “Creative and Critical Thinking” and “Connections”.

Course Rhythm and Time Commitment

- This online course is divided into weekly modules.
- The course will be organized around a Wednesday-Tuesday week. Materials will typically be released on Wednesdays and due on Tuesdays at 11:59pm. A schedule of topics and due dates and a list of readings for each topic are posted under “Getting Started”.
- Most weeks we will cover two topics.
- You should expect to spend at least 10 hours per week reading, working on assignments and studying.

The course is divided into 4 topic units. Each unit will last 2-3 weeks and ends with an exam.

- **Unit 1, “The Nature of Language”**, introduces you to the subject of linguistic anthropology and deals with the question of how human languages, both spoken and signed, are similar to or different from other kinds of communication.
- **Unit 2, “Linguists’ Toolkit”**, introduces you to the tools linguists use to describe and analyze the structure of languages around the world.
- **Unit 3, “Language and Culture”**, looks at how language acquisition and use varies from culture to culture, and how the language we speak may reflect our culture and affect how we view the world.
- **Unit 4, “Language and Society”**, addresses the relationship between language and social identity, looking at factors such as age, gender and ethnic group.

Reading List and Course Calendar

- A complete reading list and a schedule of topics and due dates are in separate documents in the Getting Started Module and also under the “Syllabus” tab. I suggest you print these out and keep them accessible, so that you always know what is coming up in the course, even if you do not have web access at some point.
- Readings and due dates will also be included in each weekly module. Any changes to the reading list or due dates will be announced on the course site.

Grading

Grade distribution

Grades will be calculated using points, distributed as follows:

Assignment	POINTS	Approximate percentage of your grade:
Week 0 assignments	20 points Getting Started Quiz (5) Introductory Discussion (10) Email Questionnaire (5)	~7%
Reading Discussions 4 @ 10 points each (Choose 4 from the topics offered)	40 points	~13%
4 Unit Exams (40 points each, multiple choice)	160 points	~53%
2 Unit Activities and Write-ups (30 points each; 4 offered, choose 2)	60 points	~20%
Reading quizzes and surveys (These are practice quizzes that you can take as often as you wish. Total earned in the quizzes will be weighted to be worth 20 points, or about 6% of your grade.)	20 points	~7%
TOTAL:	300 points	

Grading scale

Final grades will be calculated based on the following grading scale:

95-100%	A
90-94%	A-
85-89%	B+
80-84%	B
75-79%	B-
70-74%	C+
65-69%	C
60-64%	C-
55-59%	D+
50-54%	D
below 50%	F

Details of the Bellevue College grading policy can be found at:

http://bellevuecollege.edu/policies/3/3000_grading.asp

Extra credit

There will be two opportunities for **small** amounts of extra credit – completing course evaluations (2 points) and posting a news item related to the course (2 points). Pay attention to announcements about these extra credit points.

Course Assessments

After the special work completed in Week 0, assessed work in this class will consist of discussions, activities, exams and quizzes. Here is some information about each of these.

i. Discussions:

The discussions are designed to help you think about the course topics, use technical terms from the readings and see connections between the course content and other aspects of your life experience.

You need to participate in four discussions. You can choose which ones you participate in. Each time you participate, you will be required to post an initial response to the topic and then reply to other students.

You will be graded on the quality of your posting and your engagement in the discussion. Guidelines about my expectations will be provided in the discussion prompt. Each discussion will contain specific questions for you to answer. Organize your posting into sections according to the questions posted in the discussion prompt. Include a word count at the end of your posting. Where possible or relevant, refer to the readings and use technical terminology from the course content.

If you participate in more than four discussions, I will count the four highest grades.

ii. Exams and Reading Quizzes

All quizzes and exams in this online course are open-book.

There are four major unit exams. Each exam consists of 40 multiple choice questions. You will have an hour to complete each exam. The last exam is not comprehensive. It will just cover the content in Unit 4 of the class.

There are many smaller reading quizzes, which are also multiple choice. These mini quizzes count for very few points. They are designed to help you assess your understanding of the readings. These quizzes can be taken as often as you wish and you can also use them to review for the exams.

iii. Activities

At the end of each unit, I assign an “activity”, which is a project related to the content of that unit. You need to complete two of these activities. If you complete more than two, I will count the two highest grades.

The activities will give you a chance to see the course content in action. Detailed instructions will be given for each activity, but here are the topics of the activities:

- Unit 1: An analysis of either pet communication or non-verbal communication, comparing these systems to human language.
- Unit 2: An analysis of phonetic and grammatical data from a language other than English.
- Unit 3: An ethnographic analysis of your texts (or Facebook postings or online chat)
- Unit 4: An analysis of the use of language in a television show or movie, looking for indications of social factors, such as age, gender, regional origin or expertise, in the speech of the characters.

What should you do to succeed in this class?

Since this is a survey course, we will be covering a lot of material. In order to be successful in the course, you will need to be sure you are keeping up with the assigned readings and assignments. The following advice may help you be more successful.

1. Allow yourself enough time to complete all the required work.

To be successful in this course you should allow at least 10 hours a week for reading, completing assignments and studying for exams.

2. Contact me if you have any questions or concerns.

I welcome your emails and questions at any time. Often a problem can be easily solved if it is addressed immediately. Too often, though, students delay in letting me know about a problem until the end of the quarter when it may be too late to resolve it.

3. Participation in class

Participating actively in class will help you learn and make the class more enjoyable. Be a regular participant in the discussions.

4. Reading

Reading is a very important part of learning in this course. There is a HEAVY reading load. If you find that you are having trouble understanding or completing the assigned readings, I suggest you try the following:

- i. Look at the review questions at the end of each chapter in the textbook, and the answers at the back of the textbook. Use the glossary at the back of the textbook to help you understand any technical terminology.
- ii. Look over the "Tips for doing readings" document posted in "Getting Started".
- iii. Email me to ask questions about any of the readings if you find them difficult.
- iv. Ask a question in the reading discussion to get help from your classmates.
- v. Read all the postings in the reading discussions to see other students' comments about the readings.
- vi. Complete the reading quizzes and redo them until you get 100%.

Class Expectations

Syllabus and Social Science Division Guidelines and Procedures Review

You are required to review this syllabus and the Social Science Division Procedures and Guidelines (at the end of the syllabus), which apply to students in this class. Enrollment in the course constitutes an agreement to abide by the procedures and guidelines set forth in these two items. If you have any questions about the meaning of any of this material, please ask me.

My expectations of students:

- Be respectful to other students
- Read instructions carefully and contact me whenever you have questions
- Follow instructions for assignments
- Turn work in on time
- Do not wait until the last minute to ask for help

What you can expect from me:

- Respectful responses to questions
- Responses within 24 hours to email. I will warn you ahead of time if this will not be possible for any reason. If you do not hear back from me, **please** email again after 24 hours, to be sure that I saw your message. I will not be annoyed by a repeat message!
- Work usually graded within a week. Again, I will warn you if I cannot meet this goal. Project grading is time-consuming, and may take longer than a week.

Due dates

- All course work must be submitted/posted/completed by 11:59 p.m. on the due date.

Late work

- In general I do not like to accept late assignments, as it seems unfair to students who submit on time. However, I know from personal experience that life can present unexpected challenges which prevent you from turning work in on time. If you feel that you have a valid reason for needing to submit work late, you may write an email asking me to accept your late work. In your email you should state why your assignment is/will be late, and provide any evidence you can to support your claim. I will consider these requests on a case by case basis. You should always do this as soon as possible. If your request comes in after the due date, you will need to have a good reason. Do not just submit work late with no explanation and hope that I will accept it!
- Vacations are not a valid excuse for late work. If you will be out of town without web access on due dates, you should complete the work before you leave.
- Quizzes are worth very few points, and I will not grant extensions for these. It is to your benefit to complete quizzes on time because then you can use them to review for the unit exams. If you have not completed them by the due date, you will not be able to review the quiz questions.
- If I agree to accept late work from you, it is your responsibility to let me know when the work is completed, and to check with me if it is not graded within two weeks after submission.

Behavioral Expectations for Discussions

- During discussions, you may find that your fellow students hold beliefs and opinions that are very different from yours. This is an opportunity to perfect your critical reasoning skills, and to learn to examine claims based on supporting evidence. The on-line classroom, just like the on-campus classroom, must be safe and open for all students regardless of their age, sexual orientation, race, ethnicity, religion, gender, disability, or perspective. We will observe the following guidelines for discussion. (Thanks to Dr. Nancy Gonlin for sharing these with me.)
 1. We are not here to persuade others to our point of view; rather to examine the merits of each position, based on evidence.
 2. We can respect the person even if we don't share his/her opinions.
 3. We will question the evidence or the claim; not the person.
 4. We will remain open to corrective feedback as to our views and/or the impact of our communication style.
 5. We will avoid phrases such as: "People like that..." "That's a stupid question....idea....etc." "They always..."
 6. No one should be understood to be 'representing' the racial/ethnic, gender, class, etc. group to which he or she belongs. You speak only for yourself.

Avoiding Plagiarism

Plagiarism is “the uncredited use (both intentional and unintentional) of somebody else's words or ideas.” (<http://owl.english.purdue.edu/owl/resource/589/01/>) It is considered a serious academic offense. You can avoid plagiarism by always citing the sources you use in researching projects or papers. Here are two excellent sources you can use to help you:

<http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml>

<http://bellevuecollege.edu/asc/writing/essays-guides/documents/plagiarism.pdf>

Students with Disabilities

If you have medical information to share with me, please contact me via email. If you need course modifications, adaptations, or accommodations because of a disability, I can refer you to our Disability Resource Center (DRC). If you prefer, you may contact them directly by going to D125 (inside the library) or by calling 425.564.2498 or TTY 425.564.4110. Information is also available on their website at <http://bellevuecollege.edu/drc/>

Student Code

“Cheating, stealing and plagiarizing (using the ideas or words of another as one’s own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Vice President of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Vice President of Student Services.” The Student Code, Policy 2050, in its entirety is located at:

http://bellevuecollege.edu/policies/2/2050_Student_Code.asp

Affirmation of inclusion.

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

<http://bellevuecollege.edu/about/goals/inclusion.asp>

Safe Space

This class is a Safe Space for all students, regardless of sexual orientation or gender identity.

PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION

Spring 2014

Cheating, Stealing and Plagiarizing*

Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Dean of Student Services and at [http://bellevuecollege.edu/policies/2/2050P_Student_Code_\(Procedures\).asp](http://bellevuecollege.edu/policies/2/2050P_Student_Code_(Procedures).asp)

Email Communication with instructors must be done through student email accounts only. Instructors cannot communicate with students about their course work or grades through student's personal email accounts.

Incomplete

If a student fails to complete all the required work for a course, an instructor may assign the grade of Incomplete ("I"). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an "F").

F Grade

Students who fail a course will receive a letter grade of "F."

Final Examination Schedule

The Social Science Division will adhere to the final examination schedule as stated in the BC Schedule. Final examinations will be held at the end of each quarter at fixed times. Instructors will not give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstance beyond the student's control, the student is unable to be present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designated by the instructor.

Withdrawal from Class

College policy states that students must formally withdraw from a class by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course.

Hardship Withdrawal

Instructors may assign the grade of "HW" (hardship withdrawal) at their discretion in the event that a student cannot complete the coursework due to extreme and exceptional circumstances. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

Students Who Require Disability Accommodations:

Students with disabilities who have accommodation needs are encouraged to meet with the Disability Resource Centre (DRC) office located in B132 (telephone 425.564.2498 or TTY 425.564.4110), to establish their eligibility for accommodation. The DRC office will provide each eligible student with an accommodation letter. Students who require accommodation in class should review the DRC accommodation letter with each instructor during the first week of the quarter.

Students with mobility challenges who may need assistance in case of an emergency situation or evacuation should register with Disability Resource Centre, and review those needs with the instructor as well.

Distribution of Grades

Grades will not be posted in the Social Science Division or in faculty offices, and program assistants or coordinators will not give out grades. Students should access their grades through the BC Web site.

Return of Papers and Tests

Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if student supplies the instructor with stamped, self-addressed envelope (with appropriate postage); or by the instructor designating a time and place whereby the student may retrieve his/her papers. Unclaimed papers and/or Scantron score sheets must be kept by the instructor for a minimum of sixty (60) instructional days following the end of the quarter.

**If you are accused of cheating, stealing exams and/or plagiarism, there is a Bellevue College Student Discipline and Appeals Procedure (the right to due process) which you may pursue. Contact the office of Division Chair (D110), the Dean of Student Services (B231A) or the Associated Student Body (C212) for information regarding the appeals process.*