Anthropology 208; Item Number 5065: Language, Culture and Society
Bellevue College, Summer 2017: ONLINE

SYLLABUS

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Contacting your instructor

Instructor: Katharine Hunt
E-mail: Please use the Inbox 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;
Online office hours will be announced week by week.

This is an online course. You will complete all of your work online, and you will not need to come to campus at all this quarter.

TEXTBOOK (REQUIRED)

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 textbook. A copy of the book is also on reserve in the library.

A Concise Introduction to Linguistics, EITHER: 3rd OR 4th edition.
Rowe, Bruce M. and Diane P. Levine; Pearson, Prentice Hall, Upper Saddle River, NJ.
EITHER 3rd edition, 2012: ISBN: 9780205051816
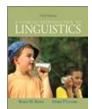**OR 4th edition, 2014:** ISBN: 9780133811216

Look at all your options for getting the textbook. There are new, used, rental, and e-book possibilities.
Used copies of this book are available through the BC bookstore.
The bookstore website also offers a price comparison tool.   However, you can also check other online sites to try to find cheap used copies, such as amazon.com; half.com; chegg.com; barnesandnoble.com, etc.

4th edition cover

3rd edition cover

COURSE OUTCOMES

Listed below are the course outcomes for ANTH 208.   Outcomes will be assessed through exams and written discussion postings and replies.

- 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".

GRADING

Grade distribution
Grades will be calculated using points, distributed as follows:

Assignment	Percentage
Week 0 assignments	5%
Reading Discussions 4 @ 40 points each	40%
4 Unit Exams (40 points each, multiple choice)	40%
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 15 % or the grade.)	15%
TOTAL:	**100%**

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

Grading Policy
Details of the Bellevue College grading policy can be found at:
http://bellevuecollege.edu/policies/3/3000_grading.asp
Read the descriptions there carefully. Note that an A grade is only assigned to work that EXCEEDS expectations, so if you want to get an A in this course, you will need to work hard and go beyond the minimum asked for in assignments.

Extra credit
The only extra credit in this course will be assigned for completing course evaluations at the end of the quarter. This will be worth only a small amount so be sure to put your effort into doing well in the regular assignments rather than expecting to improve your grade with extra credit. If you are unhappy with how you are doing in the class, contact me to ask for help as soon as possible. Do not ask for extra credit.

COURSE RHYTHM AND TIME COMMITMENT

- DEADLINES: As I know some of you may be travelling or have complex and unpredictable schedules over the summer, I have tried to design the course so that you have a lot of flexibility in when you complete work. After the Getting Started module, the course is divided into four content modules which are open for 11 days. The due dates fall near the end of the module. Just plan ahead so that you don't leave everything till the last minute.
- SCHEDULE: Be sure to print off the course schedule in the Getting Started module so that you are able to keep up with the due dates, as they will fall on various different days of the week.
- Time Commitment: You should expect to spend at least 12 hours per week reading, working on assignments and studying. The workload in summer courses is heavier than during a regular quarter, because the same content is compressed into a shorter time frame.

COURSE CONTENT
The course is divided into 4 topic units.   Each unit will be assessed with quizzes, a discussion and an exam. The assessments will be due on the last day of each module. Do not leave all the work until the end of the module. In order to be successful, you need to work steadily throughout the course.
- **Unit 1, "The Nature of Language",** introduces you to the subject of linguistic anthropology and deals with the nature of human languages, both spoken and signed, and how human languages 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, as well as language change over time.

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. 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 module. Any changes to the reading list or due dates will be announced on the course site.

COURSE ASSESSMENTS

After the special work completed in the Getting Started module, assessed work in this class will consist of discussions, exams and reading 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. In some cases you will also complete some fieldwork and report on your findings in the discussion.
- Discussion terminology:
    o Prompt: This refers to the discussion questions I post.
    o Initial posting: This refers to your initial response to the prompt.
    o Replies: This refers to your replies to other students' postings.
- You need to participate in four discussions. Each time you participate, you will be required to make an initial posting and then post two substantive replies to other students.
- You will be graded on the quality of your posting and your engagement in the discussion. Your posting should show that you have completed and understood the readings and thought critically about them.
- 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.   Your posting should include references to the readings and use technical terminology from the course content.

ii.   Exams

- All 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.
- You will have only one attempt for each exam.
- Exams are **due by 11:59 p.m**. on the due date and will lock at that time.   Make sure you leave plenty of time before midnight to complete these.
- You must work alone on the exam. If I have any reason to suspect that what you submit is not your own work, I will refer your case to the Dean for investigation.

iii.   Reading Quizzes
- There are many smaller reading **quizzes**, which are also multiple choice and open-book.

- 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.

WHAT SHOULD YOU DO TO SUCCEED IN THIS CLASS?

Since this is a survey course, we will be covering a lot of material, and summer quarter moves especially fast. In order to be successful in the course, you will need to be sure to keep 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 12 hours a week for reading, completing assignments and studying for exams. Look over each module when it opens and schedule how, when and where you will complete all the components. Write this on a calendar.

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 "questions" 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%.

5. Have a technology plan

   i.   Make a plan now for what you will do in case of problems with your computer or internet service. (E.g. a friend's house, Starbucks, library, campus, etc.)
   ii. Set your computer to back up your work regularly to a flashdrive and/or the cloud
   iii. Never write postings or assignments directly in Canvas, as it is easy to lose work. Compose offline and then upload.

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 to questions via Inbox within 24 hours. 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** contact me 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.

Online Etiquette
- Remember that you need to treat your classmates with respect.   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.
- Please abide by the following guidelines:
1. Treat your classmates with respect, whether or not you agree with their opinions.
2. Any opinions or arguments you express should be supported by evidence.
3. If you disagree with a classmate, question the evidence or the claim; not the person.
4. 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 "using others' ideas and words without clearly acknowledging the source of that information." (Source: http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml)
- Plagiarism is considered a serious academic offense. Work you submit may be checked for plagiarism by an online tool. You can avoid plagiarism by always citing the sources you use in researching projects or papers.
- This link provides a good, short summary of how to avoid plagiarism: Avoiding Plagiarism
- Information about Bellevue College's copyright guidelines can be found at: College Copyright Policy.

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, please follow this procedure:
    i. Contact me **immediately** to explain why your work will be late. For example, if you are on a flight which is delayed and prevents you from submitting work on time, email me or call my office number and leave a message as soon as you land, giving a brief explanation. Do not wait. Put my office phone number ((425) 564-2399) and BC email (Katharine.hunt@bellevuecollege.edu) in your cell phone just in case these are the only ways you can contact me.
    ii. Once you are home or have full access to the web, write a message explaining what happened, how you contacted me as soon as feasible, and if possible give any evidence to support your case. E.g. medical certificate, police report, etc. I am sorry to ask for this, but I want to be fair to all students and only accept genuine explanations for late work.
    iii. I will consider these requests on a case by case basis.
    iv. Work that is submitted late without prior approval will not be accepted.
- 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 via an Inbox message when the work is completed, and to check with me if it is not graded within two weeks after submission.
- To avoid last-minute emergencies, try to complete all work well before the deadline. Some students like to mark deadlines on their calendars a day earlier than the actual due date, so that they will always have an extra day if a last minute emergency arises.

Safe Space

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

Accessibility

- I am working to make sure the online elements of this course are welcoming to, accessible to, and usable by everyone, including students who are English-language learners, have a variety of learning styles, have disabilities, or are new to online learning. Be sure to let me know immediately if you encounter a required element or resource in the course that is not accessible to you. Also, let me know of changes I can make to the course so that it is more welcoming to, accessible to, or usable by students who take this course in the future.

Students with Disabilities

If you have medical information to share with me, please let me know through an Inbox message. 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 B132 or by calling 425.564.2498. Deaf students can reach the DRC by Skype: the address is **DRCatBC** (NOTE: There is no @ sign...it is actually **DRCatBC**). Please visit the website at Disability Resource Center for application information into the program and other helpful links

COLLEGE POLICIES AND RESOURCES

Bellevue College E-mail and access to MyBC
All students registered for classes at Bellevue College are entitled to a network and e-mail account. Your student network account can be used to access your student e-mail, log in to computers in labs and classrooms, connect to the BC wireless network and log in to MyBC. To create your account, go to: Create Email

BC offers a wide variety of computer and learning labs to enhance learning and student success. Find current campus locations for all student labs by visiting the Technology Help Desk

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.

Religious Holidays

Students who expect to miss classes, examinations, or any other assignments as a consequence of their religious observance should be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious holidays on which they will be absent, preferably at the beginning of the term. Students who are absent on days of examinations or class assignments should be offered an opportunity to make up the work without penalty (if they have previously arranged to be absent), unless it can be demonstrated that a makeup opportunity would constitute an unreasonable burden on a member of the faculty. Should disagreement arise over what constitutes an unreasonable burden or any element of this policy, parties involved should consult the department chair, or Dean.

College Anti-Discrimination Statement (Title IX)

Bellevue College does not discriminate on the basis of race or ethnicity; color; creed; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; gender identity or veteran status in educational programs and activities which it operates.

For further information and contacts, please consult College Anti-Discrimination Statements.

Academic Calendar
The Bellevue College Academic Calendar is separated into two calendars. They provide information about holidays, closures and important enrollment dates such as the finals schedule.
- Enrollment Calendar On this calendar you will find admissions and registration dates and important dates for withdrawing and receiving tuition refunds.
- College Calendar This calendar gives you the year at a glance and includes college holidays, scheduled closures, quarter end and start dates, and final exam dates.

Public Safety and Emergencies

Public Safety is located in the D171 building on campus and can be reached at **425-564-2400** (easy to remember because it's the only office on campus open 24 hours a day—2400). Among other things, Public Safety serves as our Parking Permits, Lost and Found, and Emergency Notification center. Please ensure you are signed up to receive alerts through our campus alerting system by registering at RAVE Alert Registration

PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION

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

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.

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*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.