

SYLLABUS: Anthropology 208: Language, Culture and Society

Winter 2018

Online Course: Section OAS

Item Number 5066

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Contacting your instructor

Instructor: Katharine Hunt

E-mail: Please use the mail (INBOX) tool in Canvas.

Only if Canvas is unavailable, use the following Bellevue College email address:

katharine.hunt@bellevuecollege.edu

Phone: (425) 564-2399 to leave a voicemail message.

On campus office hours: Tuesday/Thursday: 9:00 – 10:00 in my shared campus office, D200D.

You can come by the office or call me during those hours.

Online Office Hours (tentative times): Wednesday: 8:00 – 9:00 am; 8:00 – 9:00 pm. We can talk via chat or Skype during these times.

Course Information

Two Required Textbooks

Readings are an essential part of this course. While many of the readings will be available online, you will need to purchase the following two textbooks. A copy of the books will also be on reserve in the library.

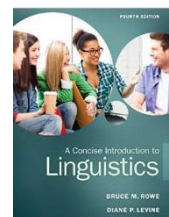
1. A Concise Introduction to Linguistics, 4th edition.

Rowe, Bruce M. and Diane P. Levine.

Publisher: Various publishers, depending on edition. Current publisher: Taylor and Francis.

ISBN-10:0133811212

ISBN-13:9780133811216

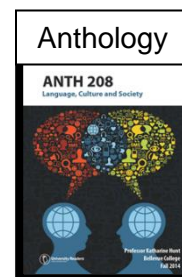


You can use an e-textbook or a physical copy. To save money, try to find a used copy. A few used copies of this book may be available through the BC bookstore. However, you should also check other online sites, such as amazon.com; half.com; chegg.com; barnesandnoble.com.

2. Custom Anthology

This required set of readings and exercises is available for purchase only from “University Readers” website. <https://students.universityreaders.com/store/>

- You can purchase a hard copy or an eBook (or both). (Detailed ordering instructions and cost information are given below and on the next page.)
- This anthology contains material which is copyright and not available on the web. Most of the cost comes from the copyright permissions.
- **Cost:** Print Only**: \$27.00 (plus tax and shipping); Digital*: \$25.00 (plus tax); Print plus digital: \$33.95 (plus tax and shipping). Look on the next page for more information about the ordering process, accessing the digital version and shipping of the print version.



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 into your existing account.

Step 3: Select our location (Washington) and our college (Bellevue College).

Step 4: Select the materials for this class, choose the format you want, and then follow the instructions for payment. Payment can be made using all major credit cards.

If you experience any difficulties with your order or with accessing the materials, please email orders@universityreaders.com or call 800.200.3908 ext. 503.

Information about accessing the content

- If you purchase an eBook, you will need to download Adobe Digital Editions, a free eBook reader created by Adobe Inc. For easy instructions and a detailed walkthrough of the process, visit: https://students.universityreaders.com/store/digital_adobe
- Once you download the eBook, you can access it online or offline and annotate, highlight, and search the content. Printing from the eBook is not available. Please note that the digital course pack expires after 180 days.
- If you purchase a print copy of the text, log in to your Student Store account and click "My Digital Materials" to gain immediate access to the first 30%. (You may need to download Adobe Digital Editions for access.)
- **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 30% of the course readings.
- If you choose to purchase one format now (either print or eBook) and decide you'd like to purchase the other during the term, you can log in to your Student Store account and purchase an add-on at a discounted rate.

Help with Canvas

Since this is an online course, it is important for students to understand how to use Canvas, the Learning Management System used by Bellevue College. Students can find help with Canvas by going to [Student Canvas Help](#).

Course Outcomes

Listed below are the course outcomes for ANTH 208.

- 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.

How Outcomes Will Be Met

- Course content will be presented through lectures, readings, videos and activities.
- Outcomes will be assessed through quizzes, exams, assignments, projects and discussions.

General Education Ratings

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

Course Organization and Time Commitment

- This online course is divided into 4 topic units, and each unit will be divided into weekly modules.
- You should expect to spend at least 12 hours per week reading, working on assignments and studying.
- Each unit will be assessed with quizzes, discussions and an exam. The exam will be due on the last day of the module. You will also complete one project.
- **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 relate to culture. For example, how is culture reflected in language and does our language 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.

- A [schedule of topics and due dates](#) is included later in this syllabus. I suggest you print this out and keep it accessible, so that you always know what is coming up in the course, even if you do not have web/computer access at some point.
- Assignments and due dates will also be included in the overview at the start of each weekly module. Any changes to the reading list or due dates will be announced on the course site.

Grading

- Projects and discussions will be graded using a rubric which will show how points will be assigned. Comments will explain your grade for each section.
- Quizzes and exams consist of multiple choice questions.
- I do not plan to assign extra credit in this course, except for completion of course evaluations at the end of the quarter. Focus on the work which counts for regular credit.
- Policy about late work is later in the syllabus. Click [here](#) to jump to that section.

Grade distribution

Grades will be weighted as follows:

Assignment	Percentage of your grade
Getting Started assignments	5%
3 Reading Discussions (30 points each; 4 available; 3 highest scores will count)	35%
4 Unit Exams (40 points each, multiple choice)	35%
One Project Choose from several options.	15%
Reading quizzes and surveys (These are practice quizzes that you can take several times. Total earned in the quizzes will be weighted to be worth 10% of your grade.)	10%
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

Look online for details of the Bellevue College [Grading Policy](#). Read the descriptions of grading criteria carefully.

General grading rubric for written work

Here are my general rubric descriptions for written work of different grade levels:

A grade characteristics:

- Consistent use of critical thinking
- Original ideas
- Relevant evidence to support any claims
- Ideas are connected in interesting and creative ways
- Response shows deep understanding of readings, and technical terms are used appropriately
- Thoughtful and insightful response to questions
- Meets or exceeds word count, use of technical terms, etc.
- Ideas are very clearly expressed
- Assignment instructions are followed

B grade characteristics:

- Some use of critical thinking
- Some original ideas
- Relevant evidence to support most claims
- Ideas are connected, but in more obvious ways
- Response shows general understanding of readings, and most technical terms are used appropriately
- Thoughtful response to questions posed
- Meets requirements for word count, use of technical terms, etc.
- Ideas are clearly expressed
- Assignment instructions are followed

C grade characteristics:

- Limited evidence of critical thinking
- Few original ideas
- Limited or superficial evidence to support claims
- Few connections between ideas

- Some misunderstandings of readings or concepts are shown and some technical terms may be misused
- Somewhat superficial responses to questions
- May not meet requirements for word count, use of technical terms, etc.
- Some ideas are not clearly expressed
- Most assignment instructions are followed

D or F grade characteristics

- Very limited or no evidence of critical thinking
- Very limited or no original ideas
- Very limited or no evidence for claims
- Very limited or no connections between ideas
- Multiple misunderstandings of readings and concepts, so that it is unclear that student has completed or understood the readings; technical terms are not used or are misused
- Responses to questions are weak or absent, so that it is unclear whether the student read or understood the questions
- Does not meet requirements for word count or technical terms
- Ideas are difficult for the reader to understand
- Assignment instructions are not followed

Course Assessments

After the special work completed in the Getting Started module, assessed work in this class will consist of discussions, exams, reading quizzes and a project. Here is some information about each of these.

Discussions:

The reading discussions are designed to help you think about the course topics, use technical terms from the readings, see connections between the course content and other aspects of your life experience, apply what you have learned and learn from each other by sharing your ideas.

You will contribute to three discussions. In each discussion, you will be required to make an initial posting about the topic and then reply to other students. Postings will be due on Saturdays, with replies due on Mondays. The two due dates are to ensure that you have time to read postings from other students before you have to post replies. You will be graded on the quality of your posting and replies, including evidence of critical thinking, 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 (in bold) from the course content.

Exams

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. Exams will be due on Monday nights.

Reading Quizzes

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 several times and your highest score will be saved. You can also use them to help you review for the exams – as long as you complete them by the due date. Quizzes will be due on Monday nights.

Project

Each student will complete ONE project during the quarter. I will offer several different options for you to choose from, related to different parts of the course, and with different due dates. If you choose to do more than one project, I will count the highest grade. It is your responsibility to alert me if you complete more than one project, so that I know to discount your lower grade. You will have a chance to submit a draft of your project a week before the due date and I will give you feedback on this draft.

Course Due Dates

Due dates are given in the course calendar, but here is a brief overview of due dates:

1. Getting Started Assignments (Day 1)

Due Tuesday, January 2, but accepted any time through the first week.

2. Reading quizzes

Reading quizzes will be due **every** Monday.

3. Project due dates (choose ONE project for the whole quarter):

EITHER: Unit 1 project: due Monday, January 22 (optional draft due one week earlier)

OR: Unit 2 project: due Monday, Feb 5 (optional draft due one week earlier)

OR Unit 3 project: due Monday, Feb 26. (optional draft due one week earlier)

4. Exam dates:

Exam 1: due Monday, Jan 15

Exam 2: due Monday, Feb 5

Exam 3: due Monday, Feb 26

Exam 4: due Thursday, Mar 22

5. Reading Discussion due dates:

Discussion 1: Posting due Saturday, Jan 13; Replies due Monday, Jan 15

Discussion 2: Posting due Saturday, Jan 27; Replies due Monday, Jan 29

Discussion 3: Posting due Saturday, Feb 17; Replies due Monday, Feb 19

Discussion 4: Posting due Saturday, Mar 17; Replies due Monday, Mar 19

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 readings and assignments. The following advice may help you be more successful.

Check the course site daily.

Make a habit of logging on to the course site every day, so that you see any announcements or messages, and are regularly reminded of what work needs to be done each week.

Contact me if you have any questions or concerns.

I welcome your messages 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.

Participate in class

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

Keep up with the 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. For readings which are not from the textbook, look at the reading guide I provide for each reading. The questions in the reading guide will help you focus on the important aspects of the readings.
- iii. Look over the "Tips for doing readings" document posted in "Getting Started".
- iv. Email me to ask questions about any of the readings if you find them difficult. I welcome your questions.
- v. Ask a question in the reading discussion to get help from your classmates.
- vi. Read all the postings in the reading discussions to see other students' comments about the readings.
- vii. Complete the reading quizzes and redo them until you get 100%.

Set aside regular times to complete your work and allow enough time.

In an online class, it can be easy to get behind if you do not make a priority of completing the work. Schedule regular blocks of time when you plan to complete your work for this class. Allow at least 12 hours per week. The weekly deadlines in the course are designed to help you stay up to date.

Have a technology plan

- i. 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.

Get help from the Academic Success Center

If you are struggling with writing or course content, you can get free help through the [Academic Success Center](#).

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 towards 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 Inbox messages. 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. Project grading is time-consuming, and may take longer than a week.

Submission times

- All course work should be submitted/posted/completed by 11:59 p.m. on the due date.
- Quizzes will lock at that time.
- However, to allow for last minute technical problems, exams, discussions and projects will not lock until one hour later. There will be no penalty for exams, discussions or projects submitted during the one hour grace period. However, they will then lock. It is in your interest to submit work early rather than at the last minute to prevent stress!
- If you have a problem with Canvas as you are submitting an assignment and the file upload will not work before the deadline, please immediately submit your work to me by email (Khunt@bellevuecollege.edu) as evidence that the work was completed on time. Include a note explaining what happened. Note that work will not be graded unless it is submitted to Canvas, so be sure to stay in communication with me until the submission problem is solved.

Late work (and how to avoid it)

- In general I do not accept late assignments, as it is 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 serious and 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. If your work is complete, attach it to the message. 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.
- 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. I also offer some choices to help you manage your time. You can drop one discussion. Also, you only need to complete one project, so choose a project that is due in a week when you expect to have more time to work on it.

Behavioral Expectations for Discussions

- 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. Even if you disagree with a classmate, you still need to treat that person with respect.
- Please abide by the following discussion guidelines:
 1. Treat your classmates with respect.
 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.

Academic Honesty

- Students are expected to show academic honesty. This includes not cheating and not plagiarizing.
- Work you submit, including exams and assignments, must be your own work completed without assistance from any other person, and should not contain plagiarized content. (More details about plagiarism are below.)
- If you violate the norms of academic honesty, there are serious consequences determined by the college administration. (See the [Student Code](#) for details.)

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 in the United States. You can avoid plagiarism by taking care in how you cite or paraphrase the sources you use in researching projects or papers.

The form of plagiarism I most frequently see in student assignments is the copying and pasting of material from the web. Please do not be tempted to do this. **All work you submit will be checked through plagiarism detection software.** If plagiarism is found, your case will be referred to the Dean for investigation.

Here are two excellent sources you can use to help you learn how to avoid plagiarism:

1. [Avoiding Plagiarism](https://wts.indiana.edu/writing-guides/pdf/plagiarism.pdf)

<https://wts.indiana.edu/writing-guides/pdf/plagiarism.pdf>

2. [What is Plagiarism?](http://www.lib.usm.edu/legacy/plag/whatisplag.php)

<http://www.lib.usm.edu/legacy/plag/whatisplag.php>

Information about Bellevue College's copyright guidelines can be found at: [College Copyright Policy](#)

Communication

According to Bellevue College policy, I am only allowed to communicate with students over official BC systems (Bellevue Email or Canvas). To create your Bellevue College email account, go to: [Create Email](#) If you email me from your personal email I may not respond. I am also subject to FERPA law which states that I am not allowed to communicate with any person outside this institution about your academic performance without given and documented consent. This includes parents.

Campus Information

Disability Resource Center

The Disability Resource Center serves students with disabilities. A disability includes any physical or mental impairment that substantially limits one or more major life activities. Common disabilities include physical, neurological (e.g. Autism, ADD), and mental health (e.g. depression, anxiety). If you are a student who has a disability or if you think you may need accommodations in order to have equal access to programs, activities, and services, please contact the DRC.

If you require assistance in an emergency, please meet with your individual instructors to develop a safety plan for while in class and contact the DRC to develop a safety plan for while you are elsewhere on campus.

If you are a student with a documented autism spectrum disorder, there is an additional access program available to you. Contact Autism Spectrum Navigators (ASN). Email and phone number is on the web page. ASN is located in the Library Media Center in D125.

The DRC office is located in building B132. You can contact the DRC by stopping by B132, calling our desk at 425-564-2498, emailing drc@bellevuecollege.edu, and Deaf students can reach us by Skype (account name DRCatBC). For more information about the services we offer, including our Initial Access Application, visit our website at [Disability Resource Center](#) for application information into our program and other helpful links.

Accessibility

The online elements of this course are designed to be 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.

Student Code of Conduct and Academic Integrity

Any act of academic dishonesty, including cheating, plagiarism (using the ideas or words of another as one's own without crediting the source), and fabrication 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 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 Success for investigation. Specific student rights, responsibilities, and appeal procedures are listed in the Student Code of Conduct at: [Student Code](#)

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.

[Policy 2950 Accommodations for Reasons of Faith or Conscience](#)

College Anti-Discrimination Statement

Bellevue College does not discriminate on the basis of race or ethnicity; creed; color; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; or veteran status in educational programs and activities which it operates. Bellevue College is prohibited from discriminating in such a manner by college policy and by state and federal law. All college personnel and persons, vendors, and organizations with whom the college does business are required to comply with applicable

federal and state statutes and regulations designed to promote affirmative action and equal opportunity.

[Equal Opportunity](#)

For further information about Title IX, please consult the [Title IX page](#).

Confidentiality and Mandatory Reporting

As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep information you share private to the greatest extent possible. However, I am required to share with the Title IX Coordinator any and all information regarding sexual assault and other forms of sexual misconduct (e.g. dating violence, domestic violence, stalking) that may have occurred on campus or that impacts someone on campus. Students may speak to someone confidentially by contacting the BC Counseling Center at (425) 564-2212.

- The Title IX Office can be contacted at 425-564-2641 and more information can be found at [Title IX](#).
- If you have any concerns, you may report to: [Report Concerns](#) Safe Space.

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

Public Safety

Public Safety is located in Building D 171 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](#)

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](#)

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.

Final Exam Schedule

Bellevue College devotes three days (March 20-22) to final exams, and provides a [Final Exam Schedule](#).

In this course the online Unit 4 exam will be open during these three days, and will be due on Thursday, March 22.

Tentative Course Calendar: Topics, Assignments and Due Dates

	Dates (Tuesday - Monday)	Topics	Assessments	DUE DATES
GETTING STARTED	Jan 2	❖ Syllabus ❖ Resources ❖ Using Canvas ❖ Introductions	Linguistic Autobiography Getting Started quiz INBOX assignment Agreement	Due Tuesday, Jan 2 (but this work accepted through Monday, Jan 8)
MODULE 1: THE NATURE OF LANGUAGE	Week 1 Jan 2 - 8	❖ The Nature of Language ❖ Nonverbal Communication	Reading quizzes	Due Monday, Jan 8
	Week 2 Jan 9 - 15	❖ Chimps and Language ❖ Sign Language	Reading quizzes Unit 1 Reading discussion Unit 1 Exam	Discussion posting: Saturday, Jan 13 Discussion replies, quizzes and exam: Monday, Jan 15
MODULE 2: LINGUISTS' TOOLKIT	Week 3 Jan 16 - 22	❖ Phonetics ❖ Phonology	Reading quizzes Project Due Date: Unit 1 Option	Due Monday, Jan 22
	Week 4 Jan 23-Jan 29	❖ Morphology ❖ Syntax	Unit 2 Reading discussion Reading quizzes	Discussion posting: Saturday, Jan 27 Other work: Monday, Jan 29
	Week 5 Jan 30 – Feb 5	❖ Pragmatics	Reading quiz Unit 2 Exam Project Due Date: Unit 2 Option	Due Monday, Feb 5
MODULE 3: LANGUAGE AND CULTURE	Week 6 Feb 6 - 12	❖ Ethnography of Communication ❖ Language Acquisition	Reading quizzes	Due Monday, Feb 12
	Week 7 Feb 13 - 19	❖ Language, Culture and Thought	Unit 3 Reading discussion Reading quizzes	Discussion posting: Saturday, Feb 17 Other work: Monday, Feb 19
	Week 8 Feb 20 - 26	❖ Language Death and Revitalization	Reading quizzes Unit 3 Exam Project Due Date: Unit 3 Option	Due Monday, Feb 26
MODULE 4: LANGUAGE AND SOCIETY	Week 9 Feb 27 – Mar 5	❖ Sociolinguistics (several topics) ❖ Regional Dialects	Reading quizzes	Due Monday, Mar 5
	Week 10 Mar 6 - 12	❖ Language and Gender ❖ Language and Ethnicity	Reading quizzes	Due Monday, Mar 12
	Week 11 Mar 13 - 19	❖ Language Change	Unit 4 Reading discussion Reading quiz	Discussion posting: Saturday, Mar 17 Other work: Monday, Mar 19
	Final exam days Mar 20 - 22	❖ FINAL EXAM PERIOD	Unit 4 Exam	Due <u>Thursday, Mar 22</u>

PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION

Winter 2018

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.

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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.*