INSTRUCTOR INFORMATION

Instructor Name: Steven M. Lewis, M.A.
Phone number: 447-6970
College e-mail address: steve.lewis@helenacollege.edu
Office Hours/Availability to students: Monday and Wednesday 230-4; Tuesday 3-4 and by appointment
Office Location: Donaldson 103

COURSE CONTENT

Course Description: This course introduces students to the drama of Shakespeare. Students will use critical approaches to read and analyze sonnets and representative plays from the tragedies, comedies, histories and romances.

Course Outcomes:
- Students will be able to read drama as literature
- Students will be able to apply critical interpretive strategies to dramatic literature.
- Students will be able to recognize literary elements.
- Students will be able to recognize literary structure.
- Students will be able to explore and analyze universal themes about human and social behavior.
- Students will be able to articulate the social value of dramatic presentations.

Program/Gen Ed Core Outcomes addressed by this course:
- Identify a variety of artistic styles, movements, schools of thought/expression, and cultures.
- Analyze, interpret, and evaluate a range of human expressions and values using critical strategies.
- Engage in imaginative expression.
- Appreciate a diversity of world-views or perspectives

Institutional Competencies addressed by this course:
- Communicate effectively: The student will read with critical comprehension; write clearly and coherently; and practice effective speaking and listening skills.
- Apply critical analysis and problem-solving skills: The student will use acquired skills or
methods to recognize, analyze, adapt, and apply critical thinking to solve problems and make informed decisions.

- **Apply information/technology literacy across disciplines:** The student will learn to locate needed information, manage and evaluate the extracted information and use it critically and ethically; and the student will use appropriate technology to access, manage, integrate, or create information, and/or use technology to effectively accomplish a given task.

- **Develop an understanding for diversity and global awareness:** The student will learn to recognize and value individual, group and cultural differences from, and within, local, national and global perspectives and contexts.

**Course Schedule:**

**August 28:** Introduction to class policies and procedures

**August 30:** Elizabethan Age background discussion; Sonnets intro

**September 4:** Sonnets (#3, 12, 18, 29 & 55)

**September 6:** Sonnets (#73, 116, 121, 123 & 127)

**September 11:** Sonnets (#130, 138, 144, 146 & 149)

**September 13:** Assign 1st reflection essay (due 9/27); Tragedy/Titus Andronicus Intro

**September 17:** Last day to drop classes with refund

**September 18:** Titus Andronicus

**September 20:** Titus

**September 25:** Titus; History/Richard III Intro

**September 27:** Richard III

**October 2:** Richard III

**October 4:** Richard III

**October 9:** Richard III; assign 1st essay (due 10/25)
October 11: Comedy/ Merchant of Venice Intro

October 16: Merchant

October 18: Merchant

October 19: Mid-term grades due

October 23: Merchant

October 25: As You Like It Intro

October 30: As You Like It

November 1: As You Like It

November 6: Election Day; No Classes; College Closed

November 8: As You Like It; assign 2\textsuperscript{nd} essay (due 11/27)

November 13: Othello Intro

November 15: Othello

November 20: Othello

November 22: Thanksgiving break; No Classes; College closed

November 26: Last day to Withdraw

November 27: Othello

November 29: Romance/Tempest Intro

December 4: Tempest

December 6: Tempest; assign 2\textsuperscript{nd} reflection essay (due 12/13)

December 11: Presentations

December 13: Presentations continued; last day of classes
Required Textbook(s):

Grade Calculation:
- Attendance: 15%
- Class Presentation: 10%
- Participation: 25%
- Written assessments: 50% (5%, 15%, 25%, 5%)

Grading Scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A-</td>
<td>90-93%</td>
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<tr>
<td>A</td>
<td>94-99</td>
</tr>
<tr>
<td>B-</td>
<td>80-83%</td>
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<tr>
<td>B</td>
<td>84-87</td>
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<tr>
<td>B+</td>
<td>88-89</td>
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<tr>
<td>C-</td>
<td>70-73%</td>
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<td>C</td>
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<td>D</td>
<td>64-67</td>
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<tr>
<td>D+</td>
<td>68-69</td>
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<tr>
<td>F</td>
<td>59% and below</td>
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</tbody>
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Writing assignments must be typed doubled-spaced in 12 point font. Include your name, my name, course number and section, and date at the top left hand corner. Assignments and final grades may have a plus or a minus. **Late submissions are penalized one letter grade per day. Late begins twenty (20) minutes into a class period. Assignments more than two class days late will not be accepted. Students cannot pass the course having more than one assignment not turned in. Assignments will not be accepted after the last day of class.**

Instructor’s educational philosophy:

I want all my students to progress from the beginning of the semester to the end. I want to see more consistent evidence of critical thought, fewer instances of carelessness in editing, and more examples of comprehension or acquisition of either skills or ideas presented. I will read every word you write and all written assessments are graded against how well they satisfy the assignment. Lastly, I am as caring as I am demanding; thus, I expect you to take some responsibility for your education while also understanding that I will challenge you to challenge yourself!
Classroom behavior/expectations:

Students and faculty each have responsibility for maintaining an appropriate learning environment. Those who fail to adhere to such behavioral standards may be subject to discipline in accordance with Helena College’s Student Code of Conduct. Professional courtesy and sensitivity are especially important with respect to individuals and topics dealing with differences including, but not limited to race, ethnicity, nationality, culture, religion, politics, veterans status, sexual orientation, gender, gender identity/expression, age, or disability. Class rosters include students’ legal names, but I will gladly honor your request to address you by an alternate name or preferred gender pronoun.

Attendance and/or Participation requirements:

Students are expected to attend all class meetings and complete all assignments for courses in which they are enrolled. I will excuse brief and occasional absences for reasons of, but not limited to: illness, injury, family emergency, religious observance or participation in a College sponsored activity. (College sponsored activities may include required course field trips, SGA service, or other institutionally supported service.) I will excuse absences for the following reasons: military service, mandatory public service (court appearance, jury duty), emergency medical attention of self or immediate family member and/or death of immediate family member. To petition for an excused absence, the student must provide the necessary documents no later than 5 days following the absence to the Assistant Dean of Student Affairs for review. If the absence is found excusable, I will permit the student to submit any missed work in a reasonable and agreed upon time frame and without penalty.

Additional Resources/Information:

Office of eLearning

The Office of eLearning expands and complements the programs at Helena College by offering a variety of online and hybrid learning experiences for our diverse student community. Students who have questions about online/hybrid courses (for example, course access, Moodle support, One-Button Studio support, general eLearning questions or technology tools assistance) should contact the Office of eLearning:

Office: DON 203
Phone: 406-447-6364
Web Page: http://www.helenacollege.edu/online/
(possible students can use the eLearning Help Desk to submit a Ticket to ask for assistance)
Email: eLearning@HelenaCollege.edu
Special Needs accommodation statement:
Students with physical, cognitive, or learning disabilities who seek accommodations should contact Disability Services, located in Room 119, at 447-6952, or Disability Services Email [disabilityresources@HelenaCollege.edu]. Only students registered with the Disability Resources Office are permitted accommodations. All information will be kept confidential.

Testing Center Procedures:
The Helena College Make-up Testing Center is located in rooms 103A/B on the Donaldson campus. Students attending classes at the Airport campus can request testing services but will likely be asked to come to Donaldson for the makeup test. Students granted approval by their Instructor to take a makeup test or exam must schedule an appointment to do so at least 24 hours in advance. There is no “drop-in” makeup testing permitted. To schedule your makeup test please send an email to makeuptest@helenacollege.edu stating the Instructor name, course, and the day/time you wish to schedule your test. Makeup tests will not be scheduled until the Testing Center staff have received the exam from the instructor. Once the exam is received, a staff member will respond to you with confirmation of the date/time of your makeup exam; in the event the requested time is unavailable, alternative times will be offered. The accommodative Testing Center is located in Donaldson Room 114, and is available by appointment through Disability Services.

Student Support Center, Donaldson Campus, Room 139:

Hours of operation:
Monday 8 a.m. to 5 p.m.
Tuesday 8 a.m. to 5 p.m.
Wednesday 8 a.m. to 6 p.m.
Thursday 8 a.m. to 5 p.m.
Friday 8 a.m. to 3 p.m.
Saturday and Sunday closed

Scheduled meetings with tutors are available during those hours for most academic areas. There are computers located in the Student Support Center for student use, which includes a printer and scanner. Most software packages used by instructors at Helena College are loaded on one or more of the computers. Except printing, all services are free to Helena College students. It is recommended that all students familiarize themselves with the Student Support Center and know what resources are available when needed. The open computer lab in Donaldson Room 114 is also available to students during these hours.
Library Services:
The Helena College Main Library is located in Room 140, just to the left of the front entrance of the Donaldson Campus. Our Branch Library is on the Airport Campus with entry through the large interior hallway. The Main Library offers all library services on site, and is open 8:00 a.m. to 6:00 p.m. Monday through Thursday and 8:00 a.m. to 5:00 p.m. on Friday. The Branch Library is open all hours the Airport Campus is open, with a librarian on site a few hours a week. An instructional kiosk gives access to other library services during the Main Library’s open hours. The libraries are a place for quiet study and offer book, DVD and journal collections. The main library has a group study room that can be reserved for two or more students. You can “Book a Librarian” on both campuses for one-on-one research help. From the library website [http://www.umhelena.edu/library/default.aspx], you have remote access to a large collection of electronic resources – databases of ebooks, encyclopedias, and journal articles, as well as subject and class guides – using your Helena College NetID. The librarians are available to help you in the library, by telephone, and remotely through chat and email. Just “Ask a Librarian” [http://www.helenacollege.edu/library/askalibrarian.aspx].

Official (Email) Communication:
The Helena College email policy states that all official student email correspondence be sent only to a student’s college email address and that faculty and staff consider email from students official only if it originates from a Helena College account. This allows the College to maintain a high degree of confidence in the identity of all individuals and the security of transmitted information. The College furnishes each student with a free email account that is to be used in all communication with college personnel. Official notifications and course evaluation surveys will be sent to students through this account, as well.

Academic Support Desk:
Students needing to drop off papers or pick up papers from instructors should visit the Academic Support Desk located across from Faculty Office Suite 103 on the Donaldson campus. A photo ID is required to pick up any graded work.

Campus Bookstore:
The Bookstore is located on the Donaldson Campus on the south side of the building and on the Airport Campus to the right of the main entrance. All required course materials for all classes are available for purchase at the Bookstore, as well as supplies, electronics, snacks, and Helena College apparel. Book Vouchers may be used with a picture ID to purchase books and supplies.
Academic dishonesty definition/policy statement:
Plagiarism, cheating and other forms of academic dishonesty are strictly prohibited. Students guilty of academic misconduct, either directly or indirectly, through participation or assistance, are immediately responsible to sanction by the instructor. In addition to other possible disciplinary sanctions, which may be imposed through the regular institutional procedures, as a result of academic misconduct, the instructor has the authority to assign an “F” or a zero for the exercise or examination.

Definitions of Cheating and Plagiarism: Cheating includes but is not limited to 1) use of any unauthorized assistance in taking quizzes or exams; or 2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments. Plagiarism includes but is not limited to the use by paraphrase or direct quotation, whether intentionally or unintentionally, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the use of material prepared by another person or agency (such as, for example, web sites that specialize in term papers). Please speak to the instructor in advance regarding any questions that you may have regarding cheating or plagiarism. It is the responsibility of each student to avoid academic dishonesty of all types.

Attendance/Excused Absence Policy:
[http://www.helenacollege.edu/catalog/default.aspx](http://www.helenacollege.edu/catalog/default.aspx)
(catalog pg. 50/.pdf pg. 58)
(Please note that members of the military who are called to duty enjoy special accommodations under many circumstances. Additional information and assistance are available upon request.)

Course Withdrawal Procedure:
[http://www.helenacollege.edu/catalog/default.aspx](http://www.helenacollege.edu/catalog/default.aspx)
(catalog pg. 55/.pdf pg. 63)

Incomplete Grade Guidelines and Procedure:
[http://www.helenacollege.edu/catalog/default.aspx](http://www.helenacollege.edu/catalog/default.aspx)
(catalog pg. 53/.pdf pg. 61)

Grade Appeal Process:
[http://www.helenacollege.edu/catalog/default.aspx](http://www.helenacollege.edu/catalog/default.aspx)
(catalog pg. 52/.pdf pg. 60)
Course evaluation process:
Students will be provided an opportunity to evaluate the course near the end of the semester. A survey will be sent to your official Helena College email address along with instructions on how to complete the survey. **All responses are anonymous and faculty do not see final course evaluations until after grades are posted** (mid-term evaluations, if any, are shared in time for any needed adjustments to be made during the semester). Results are reviewed following each semester by the instructors themselves, their Division Chairs/Directors, and often by the Academic Dean. **This is part of Helena College’s on-going effort to improve your educational experience.**

Emergency closure:
How you will be notified, and what to do, in the event campus is closed:  
[http://www.helenacollege.edu/campus_safety/default.aspx]

Children On Campus:
It is the policy of Helena College not to allow the non-enrolled children (under 18) of students, employees, or visitors on campus to be in campus classrooms; laboratories; high-risk areas; work areas; store rooms; hallways; the library; or areas adjacent to classrooms, laboratories, or offices, except under special circumstances that require explicit permission in advance.

Disclaimer regarding changes to syllabus:
This syllabus is subject to change as deemed necessary by the instructor to fulfill the changing needs of the class.