

THIS SYLLABUS IS REQUIRED READING. ALL MATERIALS POSTED OR LINKED ON THE COURSE WEBSITE ARE REQUIRED READING UNLESS THE INSTRUCTOR EXPRESSLY STATES OTHERWISE. "REQUIRED READING" MEANS THAT THE STUDENT 1) IS PRESUMED TO HAVE READ AND TO BE FAMILIAR WITH THE MATERIAL AND 2) IN THE CASE OF ADMINISTRATIVE MATERIAL, THAT THE STUDENT MUST COMPLY WITH THE TERMS AND CONDITIONS SET FORTH THEREIN. BY REMAINING ENROLLED IN THIS COURSE, THE STUDENT CONSENTS TO THESE TERMS AND CONDITIONS AS WELL AS ALL APPLICABLE UNIVERSITY AND USG RULES, REGULATIONS, AND POLICIES.

### **Basic Course Information**

SYLLABUS FOR

HISTORY 2111-01 CRN 22491  
UNITED STATES HISTORY TO 1865  
ONLINE COURSE  
SPRING 2021

THREE CREDIT HOURS

**[www.buckmelton.com](http://www.buckmelton.com)**

All students must check 1) the above website, 2) D2L/Brightspace, and 3) their official MGSU email accounts every day for announcements. On class days, check *before* class. All students will be presumed to have done so. All students are responsible for any information communicated to them through both of these avenues.)

### **Instructor Information**

Dr. Buckner F. Melton, Jr.

Email: **Online students should use** [buckner.melton@mga.view.usg.edu](mailto:buckner.melton@mga.view.usg.edu) from within D2L/Brightspace whenever possible.

[buckner.melton@mga.edu](mailto:buckner.melton@mga.edu) For use only when the above email isn't accessible.

Emails will be answered as promptly as circumstances permit.

Phone: (478) 471-5749 (email is strongly preferred to phone. See below for full contact information.)

### **Contacting me during an online course**

If you wish to arrange a phone or video meeting with me, please let me know via D2L/Brightspace email ([buckner.melton@mga.view.usg.edu](mailto:buckner.melton@mga.view.usg.edu)). I will provide a dedicated Skype number or Zoom contact information. I reserve the right to limit one-on-one contact with any given student to reasonable amounts. These calls are to discuss administrative concerns or questions along with limited specific questions you have about the material I don't offer individual tutoring or additional instruction through these methods.)

## Detailed Course Information

### **Required texts/materials:**

- 2111 Course Outline, available at [www.buckmelton.com](http://www.buckmelton.com)
- Internet-based materials as noted herein

### **Supplemental materials:**

- Catherine Locks et al., *History in the Making: A History of the People of the United States of America to 1877*, available at [www.buckmelton.com](http://www.buckmelton.com)
- I can provide to any student on request a list of additional supplemental textbooks or other relevant reading.

**Description:** Description: This is a survey of U.S. history to the post-Civil War period. Special emphasis will be placed on the political, intellectual, cultural, and economic forces that transformed the U.S. during the period. Meets state legislative requirements for United States and Georgia history.

**Official Course Student Learning Outcomes:** Students will demonstrate an understanding of American History and related political, social, institutional, cultural, and economic developments. The instrument used to measure this outcome will be the final examination.

By the end of this course, the successful student should:

- 1) Possess substantial knowledge of the facts presented in this course;
- 2) Understand the principles of historical cause and effect; and
- 3) Be able to apply knowledge of facts and causation to current events in such a way as to understand today's United States and world in a clearer fashion.

**Prerequisites/standards:** This course has no official prerequisite courses. This is, however, a college-level course that awards college credit under the auspices of the University System of Georgia. To earn this credit, students in this course must perform passing college-level work as determined by the instructor applying professional standards of evaluation. All students in this course are presumed to be both 1) *capable of* and 2) *willing to perform* passing college-level work in the English language. One or both of these presumptions shall be rebutted by a student's poor performance in the course. Barring formal withdrawal by the official deadline or some other reason acceptable to the administration, any student whose performance in this course does not constitute passing college-level work will receive an F in the course. *This F will become a permanent part of the student's college transcript.*

**Technology Requirements:** Regular and reliable Internet access to the course web page and its contents is required. A desktop or laptop computer, or a large pad, are highly recommended. Attempting to complete this course by cell phone is *not* recommended.

## **Coronavirus Course Modification Information**

Because of the current pandemic, adjustments to the course schedule, delivery of course content, and quizzes/testing/evaluation are possible and even likely. **I reserve the right to make reasonable adjustments of this sort at any time in the course.** Areas in which I have already made adjustments are noted below in **orange writing**.

### **Schedule, Requirements, Grading Policy**

**Tentative Course Schedule:** This is located on the course web page and is hereby incorporated into this syllabus by reference. Please make sure that the schedule you consult is the one for your specific section. Please note that the schedule is tentative and may be revised (orally or in writing) as circumstances warrant.

**Course Requirements:** Students will be evaluated by examinations and quizzes, as described below.

*Examinations:* The course will include a mid-term and a comprehensive final, the latter covering all material in the course. Each exam will consist of two sections, each section consisting of one of three types of question (so that each exam will consist of only two of the three possible question types).

The first type of question is multiple choice.

The second type of question is essay; an essay section will contain two or more broad essay questions, of which the student chooses only one to answer.

The third type of question will contain between five and ten names, terms, or phrases; the student will be asked to select several of these, to identify them, and to describe their importance.

Essay and short answer components of an exam will be administered as follows: Each student must 1) write the exam by hand; 2) identify himself on each page of the exam with the last four digits of his/her student ID number (NOT the student's name; 3) number the pages sequentially in the upper right-hand corner; 4) convert all pages of the exam into a single pdf file; 5) make sure the numbered pages are in proper order; and 6) upload the pdf file in D2L/Brightspace and submit it by the deadline of the exam. Additionally, each student, prior to the midterm exam, must convert a handwritten document to pdf format and upload the pdf to the D2L/Brightspace course web page during a pre-exam exercise. Although this exercise will not be graded, no student will be permitted to take the midterm exam until s/he has completed this upload exercise. **FAILURE TO FOLLOW THESE INSTRUCTIONS PROPERLY MAY RESULT IN A ZERO ON THE EXAM.**

Multiple choice components of an exam will be administered as follows: Multiple choice questions will be administered by the quizzes module on D2L/Brightspace and won't be hand-written. Students must complete any multiple choice section by the deadline of the exam. Additionally, each student, prior to the midterm exam, must take a practice multiple choice quiz on D2L/Brightspace. Although this quiz will not be counted, no student will be permitted to take the midterm exam until s/he has completed this practice quiz.

Both the midterm exam and the final exam are open-book/open note. An open book/open note examination must draw its information primarily from material presented in the audio lectures, the course outline, and any additional links I instructed you to click on. If you give me a magnificent treatise on the question asked that nevertheless clearly rests mainly on information from other sources—sources I didn't

include in class materials, such as from random internet searches or material from another professor's course- you will receive no credit for this information. Using outside information such as this is fine as long as you also include the information I covered in the audio lectures, the course outline, and any additional links I instructed you to click on.

Many students have the dangerous idea that they don't need to study at all for an open book/open note exam since they can access all of their material at any time during the exam. This idea is dangerous because there's simply too much information for you to try to learn it, organize it, and communicate it over the space of just an hour or two. If you're not familiar with it going in, you're not going to do a good job even with the outline and your notes sitting right there in front of you. This is especially the case since my standards are be higher for an open book/open note exam since there's no excuse for you not conveying the correct information in an orderly way, given the additional resources you have. You have been warned.

*Participation points:* This course is interactive and not merely a lecture course. Students may earn bonus points in two ways. 1) I will sometimes post questions for discussion on the D2L/Brightspace discussion board, giving students the opportunity to answer hypothetical questions, offer conjecture, draw conclusions based on information supplied in the course materials, or otherwise contribute to the discussion. 2) A student may also pose a question or comment of his or her own that reveals the student to have been completing all assignments, comprehending the material, and giving careful thought to the material. A student who performs in a superior fashion in either of these ways may be *rewarded* with one or more points on the next examination (midterm or final) up to a total of 20 points (i.e., up to two full letter grades) (By "superior" I mean a response that draws excellent connections among facts and ideas, shows evidence of excellent reasoning skills, or otherwise comprises a particularly valuable contribution to the discussion or material.) Failure to take an exam will cause forfeiture of all participation points earned for that exam (this doesn't include makeup mid-terms or exempted finals, on which students will receive their points).

Please note that quantity doesn't make up for quantity in terms of discussion board participation. A student who frequently responds with or volunteers (i.e., without my solicitation) inadequate, or merely adequate, input in an attempt to gain points will not thereby gain any, and may in fact lose points if the constant interjections become disruptive. (I will give you notice if your interjections appear to me to be disruptive.) On the other hand, *genuine questions or requests for clarification, along with the volunteering of informed or insightful comments, are always welcome, will never result in a penalty, and may receive one or more points.*

### **Missing/making up examinations:**

*Exam policy:* Examinations are mandatory, and the opportunities to time-shift an exam or to make up a missed exam are severely limited. *All make-up examinations will be considerably more difficult than the regularly scheduled examinations.* This is designed 1) to deter students from choosing the option of taking exams at a later time except when circumstances force them to, and 2) to reflect the additional study time that students have available when taking the exam at a later time than the rest of the class. (Among other differences, make-up examinations, unlike regular examinations, do not offer a student a choice of essay or short answer questions but instead require the student to answer questions of the instructor's choice.)

*Missing/making up the mid-term:* A student who misses the mid-term will take a make-up mid-term at the time scheduled for the final examination, i.e., s/he will take the makeup midterm immediately after completing the final.

*Missing the final exam:* *Unlike mid-term examinations, final examinations may not be made up or time-shifted. If you miss the final exam, you miss the final exam and you will receive a zero on it.* Finals take place at the end of the semester when my grading schedules and commitments are tight and I face deadlines

from the registrar for submitting my course grades. I cannot arrange to schedule special makeup finals for individual students. If you can provide me with *written official documentation of an emergency or some official compulsory reason for absence, I will exempt you from the final exam if I receive that documentation before the deadline I face for submitting course grades to the registrar.* If you are exempted, the mid-term will count 100% of your grade. Examples of emergencies of official compulsory reasons that will permit an exemption, if documents, include but aren't limited to 1) military deployment, exercise, or transfer orders, 2) subpoenas or summons for court appearances, 4) official written requests from MGSU officials for accommodations in light of academic, athletic, or disability requirements, 5) official documentation of a death, grave illness, or other major medical emergency in the *immediate* family (e.g., funeral notice, death certificate, emergency room or urgent care admission form showing *major* medical issue, and the like, or 6) official documentation of an act of God (e.g., police report of traffic accident or major breakdown on the way to take the exam). Again: whatever the reason, it is not enough to tell me that an emergency or the like has occurred; *you must provide me with official written documentation before my grades are due.* This documentation is subject to my verification. Absent this documentation, you get a zero on the final.

Examples of reasons that *won't* suffice to permit a rescheduled or makeup final, regardless of documentation, include but aren't limited to 1) oversleeping on the day the final exam is scheduled, 2) forgetting when the final exam is scheduled, 3) routine doctor or dental visits, 4) having non-refundable (or any) plane tickets for a date prior to the scheduled final exam, 5) being scheduled to work during the final exam, 6) having child care issues during the scheduled final exam, 7) attending a student protest or political rally when the final exam is scheduled, 8) being out of town, visiting home, or visiting parents during the scheduled final exam, and 9) incarceration of the student. The fact that this policy may cause you inconvenience is no excuse. Scheduling makeup exams causes *me* considerable inconvenience at a very busy point in the semester and, more importantly, is potentially unfair to your fellow students, who may have inconvenienced themselves to make it when you didn't. As noted elsewhere in this syllabus, you are free to attend or not to attend on days when there are no exams, but on the two days when we have an exam, you must be here. You are strongly advised to arrive on time for an exam, but at any rate, you must arrive before the first student taking the exam leaves the room. If you arrive after that point you have officially missed the exam and may not take it on that occasion.

**Grading system:**

**Assignment:**

A (Excellent work) 90 - 100

Mid-term exam 50%

B (Good work) 80 - 89

Final exam 50%

C (Satisfactory work) 70-79

D (Passing work) 60-69

F (Failing work) 0-59

**How can you tell the difference between an A and a B, or a C and a D?** Some instructors have a hard time admitting that there's a lot of subjectivity going on in the assignment of grades on essay exams and other similar assignments. But because history involves interpretation rather than factual recall alone, its quality can't truly be measured using mathematics alone. Despite this inherent fuzziness, there are some general guidelines worth noting:

An A paper answers all parts of the assignment, and goes beyond that by demonstrating how those parts are related. It is written clearly and carefully, without unnecessary words. It contains no substantial factual errors. It is well organized and uses facts to support a point, not just because they're there. Typographical and grammatical errors, if present at all, are not serious enough or numerous enough to cause the reader to wonder whether the writer knows the subject. The paper gives the impression of being thoroughly thought out, not hastily assembled.

A B paper still answers all parts of the assignment and demonstrates reasonably clear thinking. Factual errors and omissions are minimal and do not undermine the paper's central point. It usually differs from an A paper in one or more of the following ways: (1) the language is not as clear, perhaps indicating that the writer has not thought enough about what s/he is trying to say; (2) the paper relies too heavily on reciting evidence and provides insufficient context for interpreting that evidence; (3) the evidence presented contains easily remediable gaps.

A C paper still answers all parts of the assignment and supports its main points with evidence, but sometimes the author chooses weak evidence when stronger evidence is readily available. Small gaps in evidence and/or argument are numerous. Writing is sometimes awkward and may indicate "muddy thinking." Some C papers contain factual errors that cause the reader to question the author's credibility, but even here, such errors should not be serious enough to undermine the paper's main point or points.

A D paper still answers all parts of the assignment, but the connections may be unclear, resulting in a paper that looks like a question-and-answer session without the questions. D papers often wander and lack direction. Sometimes an introduction or conclusion is missing. Repetitive language, indicating that the author has run out of things to say before hitting the word limit or the time limit, frequently shows up in a D paper. D papers often commit the fatal flaw of treating an interpretive statement as though it were a factual one, or trying to use an unsupported generalization to prove another hypothesis. It differs from an F paper in that it demonstrates a basic understanding of the issues involved.

An F paper. What can I say? Every failing paper fails in its own unique way. An attempt to draw major conclusions based on grossly inaccurate statements of fact is one sure way to blow it. Another is to write an essay that wanders so far from the intended subject that the author never gets around to answering the question in a meaningful way. Or the paper may fall well short of the assigned length or fail to address some major part of the question. In general, a paper that fails to demonstrate even a basic understanding of the issues involved will receive an F.

**Extra credit:** No extra credit is available in this course.

**Adjustments to your grade:** If you believe your work has been graded incorrectly, you must inform me *in writing* (e.g., by email). In your communication, explain as thoroughly as possible 1) what mistake you believe I made and 2) how you think it should be remedied. As you do so, please keep in mind the criteria listed for essay grading found in this syllabus. I am perfectly willing to reread any written work and change any grade that was assigned incorrectly, but you should be aware that I will not "curve" grades to compensate for poor performance by the class as a whole.

### **Course Policies**

**Attendance:** This course has no mandatory attendance policy. By this statement I mean only that I will not automatically penalize you for failing to log in to D2L/Brightspace or processing the required information (audio lectures, links, etc.). Nevertheless, your regular assignment completion is important,

and failure on your part can still get you in trouble with the administration. I do track assignment completion and D2L/Brightspace logins. If a student is failing to log in to the course at all, or failing to complete a substantial number of assignments, I do report this fact and last date of participation to the administration. In some circumstances, nonattendance may result in loss of scholarship or financial aid. The Department of History and Social Sciences reserves the right to contact students whose lack of participation is excessive. **CORONAVIRUS PROVISION: IF YOU ARE FEELING UNWELL OR HAVE REASON TO BELIEVE THAT YOU HAVE BEEN EXPOSED TO THE CORONAVIRUS OR ANY OTHER INFECTIOUS DISEASE, DO. NOT. COME. TO. CAMPUS.** Instead, notify me immediately and fill out [the form at this link](#).

For other non-negotiable university policies regarding the coronavirus, [see this link](#). See also the [University Statement on Covid-19 at the bottom of this syllabus](#).

Students are expected and required to conduct themselves in a civil manner that is respectful of, and avoids disturbing, the instructor and other students. In online classes this includes maintaining a civil attitude during any forum posts or communications with the instructor or other students. Students who violate this policy will be referred to the Office of Student Affairs for disciplinary action as outlined in the MGSU Student Handbook. Violates this policy, I reserve the right to do any or all of the following unilaterally: a) assign a penalty of up to 25 class participation points for uncivil behavior; b) report the student to the administration for disciplinary action, and/or c) any other reasonable disciplinary action within my purview as an instructor.

**Class Web Page/Internet materials:** All audio lectures will be available for download on D2L/Brightspace and will be made available on a set schedule. Most course documents and handouts will be available for download on [www.buckmelton.com](http://www.buckmelton.com). You have the responsibility to check both the D2L/Brightspace course web page and [www.buckmelton.com](http://www.buckmelton.com) every day for updates. You are responsible for learning any materials or carrying out any class assignments I post on either page. You are further responsible for the content of any Internet-based materials I refer to in the audio lectures, any links on the Course Outline, and any other materials I post on D2L/Brightspace or direct you to on [www.buckmelton.com](http://www.buckmelton.com).

**Collaboration:** Students are encouraged to collaborate during exam preparation and to share class notes, ideas, or other legitimately-obtained materials with other students in this course. Students are further encouraged to engage in thoughtful and civil responses to and analysis of other students. *No collaboration or communication between or among students during any written evaluation (i.e., exams and quizzes) is permitted. If I personally discover such collaboration or communication, either actual or attempted, I reserve the right to presume that cheating is occurring and immediately assign a grade of zero for that assignment and refer the incident to the Office of Student Affairs for further appropriate disciplinary action as outlined in the MGSU Student Handbook.*

**Class Behavior Expectations and Consequences for Violations:** Middle Georgia State University students are responsible for reading, understanding, and abiding by the MGA Student Code of Conduct. Student Code of Conduct, Responsibilities, Procedures, and Rights are found at [http://www.mga.edu/student-affairs/docs/MGA\\_Student\\_Handbook.pdf#page=45](http://www.mga.edu/student-affairs/docs/MGA_Student_Handbook.pdf#page=45)

The published minimum sanction for academic dishonesty in this course for a first offense is as follows: For any academic dishonesty, a failing grade (i.e., an F) for the entire course. Academic dishonesty amounts to a) stealing from other students by devaluing their hard-earned academic

credentials; b) defrauding the taxpayers who are subsidizing the student's education and who are expecting an honest return on their investment; and c) fraudulent misrepresentations to the student's future employers, patients, clients, and customers, who have the right to expect both competence and honesty from the people with whom they deal. There is no excuse for such behavior, and it will not be tolerated in this course.

**Policy on Disability, Personal Hardship, and Other Accommodations:** Students seeking academic accommodations for a special need must contact Middle Georgia State University Office of Disability Services in Macon at (478) 471-2985 or in Cochran at (478) 934-3023.

<https://www.mga.edu/accessibility-services/> Students may also visit the Disability Services Office in room 266 of the Student Life Center on the Macon campus or in Sanford Hall on the Cochran campus or consult the following Web page: Students seeking ADA accommodations must contact Middle Georgia State University Office of Disability Services in Macon at (478) 471-2985 or in Cochran at (478) 934-3023. <http://www.mga.edu/disability-services/>

Students who are experiencing personal hardships unrelated to medical or health-related special needs and seeking accommodations should contact the Office of Student Affairs at 100 University Parkway, Macon, GA 31206, (478) 757-7383 to determine if it will grant an accommodation. Students who must miss a quiz or an examination due to participation in a university-sanctioned event (such as a sporting event) should ensure the appropriate university office or official authorizes an accommodation for such an occasion.

In order for you to receive an accommodation in this class for any of the above reasons, you must ensure that I receive your official paperwork in a timely manner directly from the appropriate office or official as noted above. You also must ensure that, for exams, *you* schedule/make any special testing arrangements *and* that I receive timely notice of these arrangements from the testing center. If one (or more) of these things does not happen, you may not receive appropriate accommodations. The burden is on you to make these arrangements.

**Withdrawal Policy:** Students are encouraged to read the withdrawal policy found at <https://www.mga.edu/registrar/registration/drop-add.php> before dropping/withdrawing from class.

**Delayed Opening or Closing of the University:** In the event that the University closes due to unforeseen circumstances, students should continue to consult the course Web page for further instructions.

**HB 280 Campus Carry Legislation:** <http://www.mga.edu/police/campus-carry.aspx>

**Copyright/Records retention and disposal:** In consideration of your enrollment in this class, you hereby grant me a non-exclusive copyright in any materials you turn in to me (e.g., quizzes and examinations). This copyright is for the educational, non-commercial purpose of allowing me (while maintaining your anonymity) to use your material to illustrate ways of answering examination questions to other students. All of the material I present in this course, in whatever medium (e.g., print, screen, lecture) that is my own creation is copyrighted by me.

I shall retain records of your grades as well as unclaimed student materials in my possession (e.g., quizzes and examinations) for a minimum of one year after the date of the final examination. After that date I reserve the right to destroy or otherwise dispose of such records.



**End of Course Evaluations:** Student evaluations of faculty are administered online at the end of each term/session for all courses with five or more students. Students will receive an email containing a link to a survey for each course in which they are enrolled. The instructor may supplement these online evaluations with hard-copy evaluations. All responses are anonymous.

**University Policy Information:** Students are responsible for reading, understanding, and adhering to all Middle Georgia State University student policy, including those linked on the [Syllabus Policy](#) page.

**University Statement on Covid-19:** Due to the current public health emergency as a result of COVID-19, social distancing will be in effect on all campuses. Appropriate face coverings covering both the nose and the mouth will be required, both indoors and outdoors. Students will be expected to adhere to Centers for Disease Control, Georgia Board of Public Health, and University System of Georgia guidelines for preventative measures. Please reference the Return to Campus Fall 2020 (<https://www.mga.edu/coronavirus/index.php>) page for complete information. Noncompliance with the face covering requirement will be documented and treated as student misconduct.

In most classrooms, seating will be configured to support social distancing. Face-to-face classes will look different, depending upon classes and subject areas. Several options are available, and faculty members will use the approach best suited to their classes. Carefully review your syllabus, D2L announcements, or email for details.

**Miscellaneous:** I encourage you to contact me at any time with any concern or question that you may have regarding any aspect of the course or with the study of history. Enjoy the class!