

Course Description
As the final course in LAS sequence, Graduation Review asks students to revisit the breadth areas first introduced in Proseminar, exploring them this time in the context of globalization and cross-cultural concerns. As in Proseminar, students will respond in discussions and reflective papers to issues raised by readings and/or other media selected for their quality and relevance to the areas in question. Close attention will be paid to the students’ communication skills as well as their mastery of the course content. As a culminating experience, Graduation Review will also ask students to assess their Ottawa program (both the major and the liberal arts components) in terms of the process of their educational and in terms of their achievement of the Ottawa University LAS Program Learning Outcomes.

Learners develop a portfolio consisting of a research paper, a self-assessment and four essays covering the liberal arts breadth areas (Value/meaning, Social/Civic Awareness, Science/Description, and Art/Expression) from a global perspective.

This is a fully online, eight-week course. We will not meet face-to-face at any time.

Course Prerequisites
The Graduation Review is generally taken the last semester prior to graduation or student teaching.

Course Objectives
Upon successful completion of this course, learners will
- demonstrate an ability to do research and referenced writing.
- clarify values within the liberal arts breadth areas.
- apply critical thinking.
- summarize and complement learning in the liberal arts.
- communication effectively in written form.
- document that the liberal arts learning outcomes have been met.

by
- organizing facts, information and ideas.
- communicating and expressing ideas in various assignments.
- translating, interpreting and extrapolating ideas from diverse sources.
- applying theoretical knowledge to a range of liberal arts areas.
- relating and synthesizing ideas in new and personal ways.
**Required Text**

**Course Assignment Descriptions**
You will have several opportunities to demonstrate your knowledge and understanding of the principles taught in this course. The primary means of evaluating your work will be through practical application of the material. In the event that you have difficulty completing any of the assignments for this course, please contact your instructor immediately. Please refer to the Course Materials section of the cyberclassroom for complete details regarding the activities and assignments for this course. The following is merely a summary.

**Discussion contributions (400 points)**

- **Initial Substantive Posts:** Submit an initial response to each of the prompts provided each week by your instructor. Your initial post should be substantive (approximately ½ of a page in length) and must be posted by midnight, Central Time by Wednesday of each week. In your substantive post you are encouraged to use references (you may use your textbook); show evidence of critical thinking as it applies to the concepts or prompt and/or use examples of the application of the concepts to work and life. Proper punctuation, grammar and correct spelling are expected. Please use the spell-check function.

- **Required Replies:** You must reply to at least two different peers per prompt. Your replies should build on the concept discussed, offer a question to consider, or add a differing perspective, etc. Rather than responding with, "Good post," explain why the post is "good" (why it is important, useful, insightful, etc.). Or, if you disagree, respectfully share your alternative perspective. Just saying "I agree" or "Good idea" is not sufficient for the posts you would like graded.

- **Posting Guidelines:** Overall, postings must be submitted on at least two separate days of the week. It is strongly recommended you visit the discussion forum throughout the week to read and respond to your peers' postings. You are encouraged to post more than the required number of replies.

(Please review the Policies section of Blackboard for further details.)

**Breadth Area Essays – (4 @ 100 points = 400 points)**
Learners will write four essays (one for each of the four liberal arts breadth areas -- Values/meaning, Social/Civic, Science/Description, Art/Expression). The essays should be written from a global perspective. Learners have the choice of an observation or film/video critique for each breadth area, but are limited to 2 observations and 2 film critiques total. A possible example would be:

- **Values/meaning:** Observation essay
- **Social/Civic:** Film Critique
- **Science/Description:** Observation essay
- **Art/Expression:** Film Critique

A video critique should be of a film that addresses one of the breadth areas from a
global perspective. For example, *Hotel Rwanda* for the social/civic essay or *Ghandi* for the values/meaning essay.

An **observation** might include visiting a science museum exhibition on global warming (science/description) or visiting a Buddhist temple and viewing a chanted prayer service (value/meaning description).

**If a learner has special circumstances and cannot complete two observations, he/she must contact the instructor for accommodations.**

Essays must be a minimum of 2 pages in length, using a 12-point Times New Roman font, double-spaced, and page margins should be no greater than 1.25 inches on all sides of the page. An abstract is not required. Essays must adhere to APA (American Psychological Association) format guidelines.

**Research Paper --- 220 points total**
Learners will write a **7-10 page research** paper from a global perspective on a topic in the liberal arts. Learners may research some aspect of culture – music, film, art, theatre, literature, science, or religion – in a country other than the United States or learners may focus on an aspect of American culture that has global implications.

Papers must be typed or word-processed using a Times New Roman 12-point font. Papers must be double-spaced and page margins should be no greater than 1.0 inch on all sides of the page. Papers **must** adhere to APA (American Psychological Association) format guidelines. A reference section listing the sources (5-7) used must be included at the end of your paper. *(Title page, abstract, table of contents, and reference pages do not count as part of the 7-10 required pages.)*

Development of the paper will take place in these steps:

- **Week 4: Research Proposal/Instructor Approval (20 points)** – Your proposal should include the following...
  1. Title to your research project.
  2. A brief description (overview) of what your research is about.
  3. Purpose, questions you want to answer.
  4. Three References (APA format)
  5. Proposal should be a minimum of 3+ paragraphs
- **Week 7: Paper (200 points)**

**Self-Assessment – 100 points**
The self-assessment will address the knowledge, skills and values achieved including what the learner knows about the liberal arts and what he/she plans on learning in the future. Learners will reflect on their knowledge in each breadth area and how they will enhance that knowledge in the future. Learners should also discuss the contribution and importance of the arts to our culture and to the understanding of other cultures.
**Program Completion Survey (not part of course grade)**
Graduation Review provides you the opportunity to complete the Program Completion Survey to evaluate your entire Ottawa University experience – the academic program, advisement, student services, and learning environment. While your participation is voluntary, you are encouraged to take a few minutes to complete the survey. Your responses provide the university invaluable information which guide the university in making changes to improve the student experience.

At the beginning of the sixth week of this course, you will receive an email from the Ottawa University Office of Institutional Effectiveness (ou.assessment@ottawa.edu) via your Ottawa University student email address. This email will include a link for you to complete the Program Completion Survey online.

Simply click on the link and complete the survey. Your responses to the survey will remain confidential and your individual responses will not be tracked in any way. You are requested to complete the survey before the end of week 6 of the course. If you do not respond within the allotted time frame, you will receive a reminder prior to the closure of the course. The grade book in Blackboard will be updated with a green checkmark for this item once your completed survey has been received by the survey software. Thank you for helping us validate and strengthen the student experience at Ottawa University.

**Proficiency Profile Exam (not part of course grade)**
Your class has been designated by the Office of Institutional Effectiveness/Assessment to participate in the ETS Proficiency Profile examination. This examination is administered by colleges and universities across the United States as a means of assessing their students’ college level reading, writing, critical thinking, and mathematics skills that are generally covered in the “general education” portion of coursework. Your score on this exam will not impact your grades in any way.

You will receive an email containing detailed instructions for completing the online version of the exam during the fourth week of the term via your Ottawa student email address. Once you receive this email, you may complete the 40 minute timed test any time that is convenient to you.

The results of this examination will afford you the opportunity to see where you score in relation to other college students across the nation. The results will also provide Ottawa University invaluable information about the effectiveness of its liberal arts program as well as benchmark comparisons to other institutions.

To receive your test score once the results are available, just email a request to the Office of Institutional Effectiveness/Assessment at ou.assessment@ottawa.edu.
**Course Schedule At-A-Glance**

Please refer to the Term Calendar in our cyberclassroom for specifics regarding dates.

<table>
<thead>
<tr>
<th>Week</th>
<th>Readings &amp; Activities</th>
<th>Assignments Due</th>
<th>Date/Time Due**</th>
</tr>
</thead>
</table>
| Week 1 | Topic: Cultural Diversity & Multiculturalism  
* Cultural Baggage (p.233-237)  
* Whose Culture Is It Anyway (p.243-246) | • Discussion forum postings | • Midnight CT on Weds/Sun. |
| | | | |
| Week 2 | Topic: How Are We Viewed?  
* How Do Others Perceive Us (p.69-71)  
* Fashionable Anti-Americanism (p.87-97) | • Discussion forum postings  
• Values/Meaning Essay | • Midnight CT on Weds/Sun.  
• Sunday at midnight. |
| | | | |
| Week 3 | Topic: Cultural Relativism  
* Body Ritual among the Nacirema (online) | • Discussion forum postings  
• Social/Civic Essay | • Midnight CT on Weds/Sun.  
• Sunday at midnight. |
| | | | |
| Week 4 | Topic: Globalization  
* Fear Not Globalization (p.208-211)  
* The Educated Student: Global Citizen or Global Consumer (p.220-230)  
* The Global Village Finally Arrives (p.192-197) | • Discussion forum postings  
• Research Paper Proposal | • Midnight CT on Weds/Sun.  
• Sunday at midnight. |
| | | | |
| Week 5 | Topic: The Environment  
* Talking Trash (p.413-415)  
* Lessons from Lost Worlds (p.416-420) | • Discussion forum postings  
• Science/Description Essay | • Midnight CT on Weds/Sun.  
• Sunday at midnight. |
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| Week 6 | Topic: Frida Kahlo  
* Anatomy of an Icon (online) | • Discussion forum postings  
• Art/Expression Essay | • Midnight CT on Weds/Sun.  
• Sunday at midnight. |
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| Week 7 | Topic: Meaning of Life and Importance of Hope  
* The Optimism of Uncertainty (online)  
* From Hope to Hopelessness (online) | • Discussion forum postings  
• Research Paper | • Midnight CT on Weds/Sun.  
• Sunday at midnight. |
| | | | |
| Week 8 | Topic: Wrap Up and Presentations | • Discussion forum postings  
• Self-Assessment | • Midnight CT on Weds/Sat.  
• Saturday at midnight. |

* All online weeks run from Monday to Sunday, except the last week, which ends on Saturday.  
** All assignments are due at midnight Central Time. (All submissions to the Blackboard system are date/time stamped in Central Time).
Assignments At-A-Glance

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Qty.</th>
<th>Points Each</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussion Forums</td>
<td>-</td>
<td>50</td>
<td>400</td>
</tr>
<tr>
<td>Breadth Area Essays</td>
<td>4</td>
<td>100</td>
<td>400</td>
</tr>
<tr>
<td>Research Paper Proposal</td>
<td>1</td>
<td>20</td>
<td>20</td>
</tr>
<tr>
<td>Research Paper</td>
<td>1</td>
<td>200</td>
<td>200</td>
</tr>
<tr>
<td>Self Assessment</td>
<td>1</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td><strong>TOTAL POINTS</strong></td>
<td></td>
<td></td>
<td><strong>1120</strong></td>
</tr>
</tbody>
</table>

*Please refer to the Policies menu for more information about our Course Discussions.*

Grading Scale

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90 to 100%</td>
<td>1008-1120</td>
</tr>
<tr>
<td>B</td>
<td>80 to 89%</td>
<td>896-1007</td>
</tr>
<tr>
<td>C</td>
<td>70 to 79%</td>
<td>784-895</td>
</tr>
<tr>
<td>D</td>
<td>60 to 69%</td>
<td>672-783</td>
</tr>
<tr>
<td>F</td>
<td>&lt; 60%</td>
<td>&lt;671</td>
</tr>
</tbody>
</table>

To access your scores, click on My Grades in the My Tools area in Blackboard.

**Important Policies**

All course-specific policies for this course are spelled out here in this syllabus. However, additional university policies are located in the Policies section of Blackboard. You are responsible for reading and understanding all of these policies. All of them are important. Failure to understand or abide by them could have negative consequences for your experience in this course.

**Editorial Format for Written Papers**

All written assignments are to follow the APA writing style guidelines for grammar, spelling, and punctuation. This online course includes information regarding the APA style under “Writing and Research Resources” in the Resource Room on the course menu in Blackboard.

**Ottawa Online Late Policy**

With instructor approval, assignments may be accepted for up to one week after the due date, but a minimum automatic deduction of 10% of the points will be assessed. The instructor also has the option of increasing this deduction percentage up to a maximum of 20%. Extenuating circumstances may be determined on rare occasions and an extension allowed without a deduction, but only at the sole discretion of the instructor.

Discussion board postings will not be accepted for credit when posted after the close of the discussion week. There are no exceptions to this rule; however, solely at the discretion of the instructor, the student may be allowed to submit an alternative
assignment to make up for the points under extenuating circumstances. If granted, this should be an exception to the rule.

No assignments will be accepted after the last day of the course (end of term) unless arrangements have been made and “approved” by the instructor at least one week in advance.

**Saving Work**
It is recommended that you save all of your work from this course on your own computer or flash drive. The capstone course you take at the end of your program may require you to have access to this work for culminating assignments and/or reflections.

**Academic Integrity**
Plagiarism and cheating will not be tolerated at any level on any assignment. The reality of cyberspace has made academic dishonesty even more tempting for some, but be advised that technology can and will be used to help uncover those engaging in deception. If you ever have a question about the legitimacy of a source or a procedure you are considering using, ask your instructor. As the University Academic Council approved on May 29, 2003, “The penalty for plagiarism or any other form of academic dishonesty will be failure in the course in which the academic dishonesty occurred. Students who commit academic dishonesty can be dismissed from the university by the provost/director.”

Please refer to **Academic Honesty** in the **Policies** section of the online course menu for important information about Ottawa University’s policies regarding plagiarism and cheating, including examples and explanations of these issues.

**Student Handbook**
Please refer to your student handbook for all university regulations. The **Resource Room** on the course menu in Blackboard contains information about where to find the student handbook online for your campus.

Please see **Policies** in Blackboard for additional university policies.

**Blackboard Technical Support**
The Resource Room in Blackboard contains links to student tutorials for learning to use Blackboard as well as information about whom to contact for technical support. Ottawa University offers technical support from 8 a.m. to midnight Central Time for all students, staff, and faculty at no cost. See [www.ottawa.edu/ouhelp](http://www.ottawa.edu/ouhelp) for contact information.

**Ottawa University Mission Statement**
The mission of Ottawa University is to provide the highest quality liberal arts and professional education in a caring, Christ-centered community of grace which integrates faith, learning and life. The University serves students of traditional age, adult learners and organizations through undergraduate and graduate programs.