



DGS 140 Asian American Roots – Fall 2012

Online, item #1048

Instructor Information

- *Instructor:* Tarisa Matsumoto-Maxfield, M.A., M.F.A.
- *Office:* Building 5, Room 103
- *Face-to Face Office Hours:* For the Fall 2012 quarter, I tentatively am scheduling office hours on Wednesdays and Fridays from 10:00am until 12:00pm, and by appointment. Office hours may change weekly as my schedule is in flux due to childcare. Regardless, I will post weekly updates about my office hours and any changes to them by email and course announcements in Angel.
- *Email and Campus Phone:* tmatsumotomaxfield@highline.edu (**best choice**); 206-592-4405 (campus phone). Email response time is within 36 hours, Monday through Thursday. Email response time for emails received on Friday through Sunday may be up to 60 hours. Phone messages may not be received and responded to for several days due to my on campus schedule, so email is the best communication method. **All email communication should be done in Professional Email Format (PEF).** Please read the additional document titled Professional Email Format for more information.

Required Materials

- Takaki, Ronald. Strangers from a Different Shore: A History of Asian Americans. Boston: Back Bay Books, 1998.
- Materials for presentations and projects, **transportation to and funds for** offsite assignments.

Technical Requirements (**Requirements, not options!**)

- A computer (at home, school, or work) which you can use for extended periods of time
- Email and myHCC accounts, activated and checked regularly (See important information on Highline email accounts below)
- Broadband internet access (cable modem, DSL, or other high speed)
- Firefox 3.0 or later or Internet Explorer 7 or later. Safari and Chrome are not compatible with Angel
- Pop-up windows enabled for <http://angel.highline.edu>
- Permissions/ability to install plug-ins or class software (e.g. Adobe Reader or Flash)

It is also highly recommended that you:

- Activate your myHCC account
- Check your email regularly
- Have up-to-date anti-virus software installed and active
- Review the System Check nugget on the Angel home page



Email Contact

Highline's official channel of communication with students is your Highline Student Email account. E-mail communication in this course will occur via Angel's Email Inbox, and/or your Highline Student Email account. For more information, see [Highline Student Email Help \(http://tinyurl.com/hccemail\)](http://tinyurl.com/hccemail).

Again, please note that **ALL EMAIL SENT FROM ME THROUGH ANGEL WILL GO TO YOUR HIGHLINE EMAIL ACCOUNT**. You should regularly check your Highline email by going to <https://students.highline.edu>. You can get information on forwarding these emails to your own personal email account (Gmail, AOL, Yahoo, etc.) by going to <http://helpdesk.highline.edu/studentemail.php>. As with everything else, if you are not receiving emails from me because you are not checking your Highline email or your forwards, that **is NOT an excuse** for missing work or turning in assignments late.

Skills for Success

To succeed in this online class, you should have the ability to:

- Navigate the WWW, including downloading and reading files from web sites.
- Download and install software or plug-ins such as Adobe Reader or Flash.
- Use email, including attaching and downloading documents/files from emails.
- Save files in commonly used word processing formats (.doc, .docx, .rtf).
- Copy and paste text and other items on a computer.
- Save and retrieve documents and files on your computer.
- Locate information on the internet using search engines.

Course Description

This course is a survey of the early Asian American experience and past concerns of Asian Americans; immigration; the development of pan-Asian American social, political and cultural movements; gender issues; the Model Minority Myth; and issues of race and representation. It is part history, cultural studies, race and ethnicity studies, women's studies, American studies, and political science. It's probably more than all of that, too.

Since there is not enough time in one quarter to cover the breadth of Asian American Studies, we will try to accomplish an overview of the major topics in Asian American Studies. It is my hope that outside of this course and once this course is over, you will be motivated to continue your education in regard to AAPI issues.

Objectives

At the end of the quarter, you should be able to:

- Demonstrate an understanding of AAPI experiences and issues within a historical, social, cultural, and artistic context.



- Recognize the formation and emergence of AAPI cultural and political identities.
- Participate in a larger conversation about AAPI issues knowledgeably, responsibly, and respectfully.
- Identify and articulate how topics in Asian American Studies are relevant to our understanding of personal experience, observations, and the world around us.
- Utilize the terminology used in Asian American Studies.

Attendance

Asian American Studies is an academic discipline that relies on communication and the application of new ideas. This requires all of us to be mentally and physically present. Therefore, your success in this course depends heavily on your online attendance and participation. Just as I have an obligation to do all I can to teach, you have an obligation to do all you can to learn. This means being present online and **turning in assignments on time. Since this is an online class**, there is no specific attendance policy in regard to a number of days missed. However, note that if you are not present, focused, and current on what's going on online, the quality of your work will suffer and that **WILL DEFINITELY** effect your grade. In addition, you should expect to **check your email and Angel for course announcements and assignments at least two times at varying points of every day, including weekends.** If you have other obligations that prevent you from being active online, you should take this course at another time.

Punctuality

Be punctual with assignments and be ready to work with your classmates to create a supportive, encouraging atmosphere. **If turning in work late becomes an issue for an individual, I will work with that individual to resolve the problem.**

Learning Environment & Netiquette

Only enrolled students are permitted to attend class online. If necessary, I will make available details of college classroom environment expectations.

Remember that since we do not meet face-to-face, all of our communication will be through written language. However, this is a professional, academic space. This is not a course conducted via texts and tweets. Therefore, keep these netiquette guidelines in mind as you communicate with me and each other:

- Save threads of jokes for times other than in class, like maybe for a study group. Communication should be relevant to our work in class.
- Write with understanding and courtesy. We are all in this together. There's no need to tease, insult, or otherwise disturb anyone in our class, even when there is a difference of opinion. Differences of opinion are standard in the academic and professional worlds. Learn how to work through them by using appropriate, respectful language.
- Keep emoticons to a minimum. They aren't professional. Plus, since this is a writing class, expressing your emotions in words is a good skill to practice.
- Avoid writing in all caps. Remember that this is the electronic equivalent of yelling. (There's



- enough yelling between the children in my house. I don't want to see it among adults here.)
- Clarity is key. So, avoid slang and acronyms that are confusing. Again, this is good practice for academic and professional writing.
 - Avoid heavy formatting or images that are too big. To be courteous, use block style, plain font, and reduce the sizes of images if you include them.

WAC

Upon enrollment for the course, you should read, understand, and agree to the Student Rights and Responsibilities Washington Administrative Code (WAC) which prescribes "standards of conduct for students of Community College District No. 9, the violations of which may constitute sufficient cause for disciplinary action." Disorderly or bothersome conduct which interferes with the rights of others or which obstructs or disrupts teaching is prohibited. **The instructor is responsible for classroom conduct and is authorized to take such steps as are necessary when a student's behavior interrupts normal classroom procedures.** HCC's Student Rights and Responsibilities WAC may be found at <http://apps.leg.wa.gov/WAC/default.aspx?cite=132I-120>.

Technical Support

For technical support, including problems logging in to Angel or web sites, contact the Highline IT Helpdesk.

- <http://helpdesk.highline.edu/index.php>
- ichelp@highline.edu
- 206-870-4880

I am not your tech support advisor. If you have technical problems, **DO NOT CONTACT ME**. Instead contact [tech support](#).

Angel

All information for this class will be posted on our [Angel](#) classroom. Get familiar with it quickly if you are not already used to working on [Angel](#). In addition, all but the final will be submitted electronically through [Angel](#). When submitting work, please follow instructions carefully and turn your work in on time. Just as "My printer ran out of ink!" **is NOT an excuse** for turning in an assignment late, "I had computer problems!" or "I don't understand how to use Angel!" **is NOT an excuse** for submitting assignments late. If there seems to be an error with any postings on [Angel](#), [let me know](#) as soon as possible.

W, I, Equal Application, Use of Work

- Unless you officially withdraw from the class, you will receive a grade based on the work completed for the course. Students requesting a grade of Incomplete at the end of the quarter must have finished at least 80% of the course work and have an approved and documented reason for not completing the course. It is your responsibility to know dates for withdrawing from a course.
- The expectations and requirements noted here apply equally to all students enrolled for the



course. Do not ask for preferential treatment.

- By maintaining your enrollment in the course, you are allowing me to keep copies of your work for use in further classes, for study, and/or for assessment.

Access Services

If you have a health condition or disability that may require accommodations in order to participate in this class, please contact me or provide a Letter of Accommodation from the Office of Access Services in Building 99, room 180. Their phone number is 206-592-3857, and their email is access@highline.edu. Information about disability will be regarded as confidential.

Writing Center

For advice with any stage of drafting your writing assignments, visit the [Writing Center](#), in the [Highline Tutoring Center](#)—Building 26, Room 319. Writing consultants can help you understand assignments, brainstorm ideas, develop thesis statements, organize your writing, learn to edit your papers, and more! The Center also offers workshops on grammar, style, and writing cover letters. Stop by and make an appointment with a student who's been where you are now and knows how to succeed.

Library

Highline Library web site: <http://library.highline.edu> . **Bookmark this web site!** Reference librarians are available for research assistance. Email refhelp@highline.edu or 206.878.3710 x3232. They also participate in 24x7 Askalibrarian chat service: <http://library.highline.edu/findit/ask.php>. For Circulation staff assistance call 206.878.3710 x3234.

Severe Weather

In the case of severe weather, check the following sources for information on campus closures:

- The campus website: <http://www.highline.edu>
- <http://schoolreport.org>
- Television stations KOMO, KING, KIRO, KMPS, KIXI, KLSY, KSTW, and KJR.
- The campus phone system: 206-878-3710

If the campus is closed, please check your email; I will attempt to contact you with information on how to proceed. If the campus is open, but you cannot make it in, please email me as soon as possible to let me know. If the campus is open, but I cannot make it in, I will email you. If all communications are down on campus – no phone or Internet – please stay home if it would not be safe to come in.

Emergency Preparation Plan

An evacuation plan is posted in each classroom. Please take a few moments to review the material and be familiar with campus emergency plans. Even though our class is online, you may be in other classrooms or buildings on campus during the quarter, so be aware of these plans.



FERPA

The Family Educational Rights and Privacy Acts of 1974 (FERPA) requires strict controls on the handling of student educational records. College policy 6.8.100 states, in part, "Except as otherwise indicated in the procedural guidelines, the college will not provide information contained in student educational records in response to inquiries within or without the College unless the expressed consent of the student has been given." This means that the educational records of any student in the class can be shared only with that student.

Participation & Engagement

Asian American Studies is a dynamic subject, one in which ideas build on other ideas...and these ideas are always changing. It is also a process of discovery and exploration that is stimulated by group interaction. Think of our classroom as a learning community in which we can all benefit from each other's experiences, knowledge, and insight. Thus, participation in class discussion, group work, and peer review is mandatory.

- The content of this course will be derived from the textbook, other readings, discussion boards, and from activities which will require you to work individually and in groups. To experience the full impact of this course, expect to communicate with others by actively participating in all activities as assigned. This means that you should have fun, but take the experience seriously enough to be able to analyze the concepts within.
- We're dealing with race and ethnicity in the U.S. At times, the course content lends itself to sensitive issues, which some may consider personal. These may include culture, disclosure, and conflict. Although discussion is welcomed and expected, you are NEVER expected to disclose highly personal or emotional information that makes you uncomfortable, either in written or verbal work.
- Sensitivity to each other (and me) is a must. Refrain from insensitive remarks, as well as overly graphic language.
- Respond thoroughly and thoughtfully to questions. Be prepared to share your responses.
- Occasionally writing projects will be reviewed and critiqued by others in the class. Realize that these critiques are aimed at helping you develop your ideas and improve your work in the class. They are not personal attacks on you as an individual.
- Actively listen and read carefully online. Demonstrate that you are engaged with the rest of us and with the discussion. Offer comments, questions, observations, and constructive feedback.
- This is a college course. It is your responsibility to know when assignments are due and to dedicate yourself to the class.

On Grading

- You earn your grade; I do not grant it. The grade you earn certifies a level of subject understanding and is based on your own individual mastery of the material and success in class. Your grade is not derived from the performance of other students, and it has no relationship to personal problems or your future plans.
- Take ownership of your grade! If you "need to get an A," let's discuss the mastery you need to

exhibit to reach that grade. If you have concerns, see me **early**. The end of the quarter is too late for these issues.

- "Comparison is the fast track to misery." It may be tempting to share your grades with your colleagues and compare performance, but remember, your grade is not based on anyone else's work. When grading, I consider the requirements of the assignment and your individual level of mastery of that assignment. I am open and committed to guiding you in any grade concerns you may have. Please make an appointment with me to discuss grade issues or anything else.
- Plagiarism and cheating are the two biggest ethical offenses. Consequences for plagiarism and cheating can be disastrous to your academic career, i.e. being kicked out of class or the college. At the very least, if you use someone else's work without crediting them, you will **receive a failing grade** for the assignment and most likely for the course. Consult Highline's Student Code of Conduct for specifics on this policy at <http://apps.leg.wa.gov/WAC/default.aspx?cite=132I-120-100>.
- In case of a complaint about a course, Highline encourages you to speak with me first. For more detail, see the procedure at http://catalog.highline.edu/content.php?catoid=2&navoid=33#Instructional_grievance.
- I do my best to return your work to you with a grade and feedback within 7 days of the due date. Many times it will be a quicker return. There may be a time when it will be a longer return. Please keep in mind that I have other students in other classes with other assignments. I appreciate your patience during those times in the quarter when I may be grading assignments in my other classes ahead of your own.

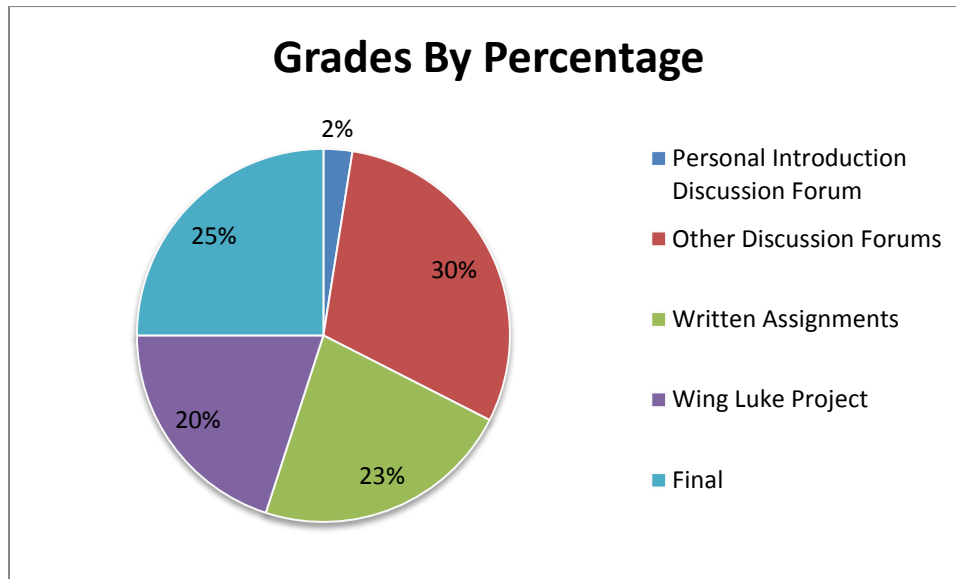
On Late or Missing Work

- Due dates are established for a reason--to keep you on track and to give you a better chance at succeeding in the course. Due dates create responsibility, an urgency to learn material, and a more focused student. That said, all assignments are collected via Angel on the due date. Any work turned in outside of the respective timeframe is considered late. **No exceptions!** Remember, you are responsible for your access to a computer that meets the technical requirements for this class. **Technical problems are not considered valid excuses for late or incomplete assignments.** Have a backup plan, and plan ahead! **If you do not turn your assignment in on time, you will lose at least 20% of the maximum points for the assignment, which does not include any points lost for incomplete, unprofessional, or vague writing.** Why? If you have extra time to work on an assignment or project, it should be quite good, shouldn't it?
- I do not calculate grades until final grades are due (unless requested to do so), so I will not know that you are missing assignments. If you have late work that is due, it is your responsibility to turn it in and not my responsibility to remind you to do so.
- **Some work cannot be made up. In addition, Angel assignments, once they are due, will no longer appear. DO NOT ASK ME TO GIVE YOU THE ASSIGNMENT ONCE IT IS GONE FROM ANGEL.** However, I encourage you to find out the assignments and practice them as they will help you with other coursework.
- If you have not turned in all assignments/projects by our finals time, you will be given a **final grade of 0.0** for the course.

Assignments Points

Your grade will be based on a 1000-point scale. The assignments are broken down as follows:

- Personal Introduction Discussion Forum – 25 points
- 4 Other Discussion Forums – 300 points (75 points each)
- 3 Written Assignments – 225 points (75 points each)
- Wing Luke Project – 200 points
- Final – 250 points



Assignment Professionalism

Requirements for projects will be announced as they are assigned, but all assignments and tests are conducted using Angel (with the exception of the final). You will submit your assignments using the appropriate resource (assignment attachments, test and survey responses, or discussion webs) within Angel. **Assignments will not be accepted via email.** You are responsible for keeping a copy of your assignment. In addition, all work must follow the standards below:

- Assignments submitted by attachment must be submitted in a format readable by me (Rich Text Format, MS Word Document; or .rtf or .doc). The file name must include your last (family) name and the assignment name. These assignments should, of course, be double-spaced, typed in 10 to 12 point block font, and have 1-inch margins all around.
- Work must follow the guidelines for standard academic written American English. Use correct spelling and grammar. If an assignment has more than 5 spelling or grammar errors, it will be returned **ungraded**. **If you cannot write in academic standard American English, you will**



most likely not pass the class. If you need assistance with grammar issues, then visit the [Writing Center](#).

Grade Scale

Grades will then be assigned on the percentage of total points earned. The conversion is as follows:

4.0 = 95%+ (A)	3.3 = 88%	2.6 = 81%	1.9 = 74% (C-)	1.2 = 67% (D)
3.9 = 94%	3.2 = 87%	2.5 = 80% (C+)	1.8 = 73%	1.1 = 66%
3.8 = 93%	3.1 = 86% (B)	2.4 = 79%	1.7 = 72%	1.0 = 65%
3.7 = 92% (A-)	3.0 = 85%	2.3 = 78%	1.6 = 71%	0.9 = 64% (D-)
3.6 = 91%	2.9 = 84%	2.2 = 77% (C)	1.5 = 70% (D+)	0.8 = 63%
3.5 = 90%	2.8 = 83% (B-)	2.1 = 76%	1.4 = 69%	0.7 = 62%
3.4 = 89% (B+)	2.7 = 82%	2.0 = 75%	1.3 = 68%	0.0 = 61%- (F)**

***Only grades of a 0.7 or above will earn credit at Highline Community College. Any grade earned below a 0.7 will receive a grade of 0.0. Any course used for credit in the AA and AS degrees must be a 1.0 or better.*

Various Assignments

There will be various other assignments, and the specifics of these assignments will be announced online as we go along.

Discussion Forums

Since class discussion is an integral part of this class, and we are meeting online rather than in person, we will try to create the same type of dynamic class participation online via discussion boards. You will be required to provide insight beyond the text readings and other assignments. Most of the time, I will provide topics for the discussion boards; occasionally you will be responsible. More details are forthcoming.

Wing Luke Project

To encourage you to become more invested in the field of AAPI Studies and to participate more actively in your community, you will visit the Wing Luke Museum and write a short essay on your visit and the information you gathered. More details to come!

Final

This is your opportunity to showcase your knowledge of Asian American Studies. The test may contain short answer questions, multiple choice questions, and essay questions.

More from Tarisa...

Remember that this is a university level course and I treat it as such. I have taught composition, literature, and poetry at Iowa State University and the University of Washington. What this means is that I will treat you and teach you at the same level and caliber that I did my students at the universities. You



make a choice to be in school; it is a privilege that many do not have. It is also a privilege for me to share what I know with you and to learn with you. So do not create a negative environment. I choose to focus on class just like you do. I choose to focus on you instead of all the other things I could focus on—my sons, my dogs, summer, California, St. Petersburg, essays I have to write. Together, if we choose to be focused on our class, we will have smooth and easy sailing.