CED 111
COURSE SYLLABUS: Fall 2014

Instructor: **Quynh Dang, PhD**

Office Location: **FH 100J**

Office Hours: **MW: 9-11am or 4-5pm**

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COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings:

Textbooks: Moore, W. The Other Wes Moore: One Name, Two Fates. (2010. Spiegel & Grau Trade Paperbacks. ISBN: 978-0-385-52820-7.

Course Description:

CED 111 prepares students for optimal success at the university and beyond by motivating them to develop skills, knowledge and behaviors that will create confident, self-sufficient learners.

Student Learning Outcomes:

1. Students will demonstrate critical thinking by asking and answering higher level questions and solving increasingly complex problems.
2. Students will improve their listening, speaking, writing, and reading skills.
3. Students will demonstrate habits of the mind that produce academic improvement across the semester. This will include organization, time management, note-taking, and study skills.
4. Students will acquire the knowledge and apply the necessary skills to successfully navigate university life.
5. Students will take ownership of their learning experiences and develop greater awareness of self and others.

COURSE REQUIREMENTS

Instructional Methods: Class consists of various styles of presentation and interaction. In UC 111, students will be active participants regardless of the mode of instruction. Students should come to class ready to participate, both in terms of preparation as assigned and with a positive attitude toward class and colleagues.

Assignments:
Attendance: Roll will be taken each class day and students are expected to attend all scheduled class periods. Each section of this course is scheduled for 16 weeks of twice weekly meetings of 50 minutes each. Students should make arrangements to be in class on time and to stay until the class is dismissed. Attendance is part of your grade for CED 111. (100 points)

For students with excused absences, which include participation in a University-sponsored event, illness accompanied by a doctor's note, death in the student's immediate family, a verifiable court appearance or any other similar circumstance in the view of the instructor, written documentation must be turned in to the instructor immediately upon return to class.

Each absence in this course will result in a point reduction on your final attendance grade according to the chart below.

Absences	0	1, 2	3, 4	5, 6	7, 8	9,10	11,12	13,14	15,16	17,18	19,20
Grade	100	94	88	82	76	70	64	58	52	46	40

Absences	21,22	23,24	25, 26	27, 28	29, 30
Grade	34	28	22	16	10

Participation: Students must attend all class sessions and participate to the extent possible in each class activity. The activities in this course are designed to help you improve your communication skills and increase your knowledge set in order to make you a more effective and successful college student. (100 points)

Global Competence requirements: Students must complete both the Global Competence on-line inventories during the second and third class weeks as assigned by the instructor. This must be completed during class in a specified lab room. Failure to complete this requirement will automatically drop course grade one complete letter grade. (100 points)

Journal: Students must complete at least 5 journal activities, each worth 20 points. Details of required journal activities and their due dates are listed in the weekly plan for the course attached to this syllabus. (100 points)

Event papers: Three (3) one page event papers, each worth 20 point, documenting attendance/participation in three different types of university events (athletic, academic, cultural, etc.). (60 points)

University success skills: Document three (3) visits to University support centers. (60 points)

Exams: Students will have a mid-term and final exam, each worth 100 points, in this course over the materials presented. (200 points)

Grading
Students' course grade will be calculated according to the following scale:

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A =     634-720 Points
B =     562-633 Points
C =     504-561 Points
D =     470-503 Points
F =     469 Points or less
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NOTES:

Please be aware of the grading scale and the percentages utilized in the grade distribution. For example, a student does not need to earn 90% of the points in the course to earn an "A" (722/820= 88%), but a student must earn 70% of the points to receive a "C" in the course. The moral of the story is that students will be rewarded for working a little more diligently in the course, while students who seek to "survive" in the course will actually have to work harder to earn a lower grade. Due to these allowances, I do not curve grades at the end of the semester.

If you strive for a specific grade in the course, be sure to notice how many points you need to accumulate to achieve that grade rather than focusing on the percentage of points you have earned.

TECHNOLOGY REQUIREMENTS

CED 111 is a web-enhanced course. Delivery problems can result if technological requirements are not taken into consideration.

The following information has been provided to assist you in preparing to use technology successfully in this course. [List those technologies needed for your course.]
- Internet access/connection – high speed recommended (not dial-up)
- Headset/Microphone (if required for synchronous sessions in an online course)
- Word Processor (i.e. MS Word or Word Perfect)

Additionally, the following hardware and software are necessary to use eCollege:
Our campus is optimized to work in a Microsoft Windows environment. This means our courses work best if you are using a Windows operating system (XP or newer) and a recent version of Microsoft Internet Explorer (6.0, 7.0, or 8.0).
Your courses will also work with Macintosh OS X along with a recent version of Safari 2.0 or better. Along with Internet Explorer and Safari, eCollege also supports the Firefox browser (3.0) on both Windows and Mac operating systems.
It is strongly recommended that you perform a "Browser Test" prior to the start of your course. To launch a browser test, login in to eCollege, click on the 'myCourses' tab, and then select the "Browser Test" link under Support Services.

ACCESS AND NAVIGATION

This course will be facilitated using eCollege, the Learning Management System used by Texas A&M University-Commerce. To get started with the course, go to:
https://leo.tamuc.edu/login.aspx.

You will need your CWID and password to log in to the course. If you do not know your CWID or have forgotten your password, contact Technology Services at 903.468.6000 or helpdesk@tamu-commerce.edu.

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement:

Students will be expected to interact with the instructor(s) in class or via electronic means in an appropriate manner. All instructor contact information is listed on this syllabus and should be used.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures:

Supplemental Instructions: In the course of your work in this class, you will be given additional written instructions that govern the look, content and scope of your projects. These supplemental instructions have the same force as the syllabus for grading purposes.

University Specific Procedures:

ADA Statement: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
StudentDisabilityServices@tamuc.edu
Student Disability Resources & Services

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See *Code of Student Conduct from Student Guide Handbook).*

All students are expected to exercise self-discipline and respect for the rights of others at all times. Behavioral disruptions that interfere with the business of the classroom or with an individual's ability to learn may be referred to the Dean of Students.

Please be sure that cell phones and other electronic devices are off or silent. If you expect to have to get up, please select an inconspicuous position to minimize disruptions. Courtesy to others is important. That means respecting the opinions of others, and in general, doing your part to make this a positive learning environment for all students. Food and beverages, while acceptable, should be consumed as quietly as possible, and you must clean up after yourself.