



**UNCO 111  
COURSE SYLLABUS: Fall 2014**

**Instructor:** Stephanie Pinckard

**Office Location:** One Stop Shop

**Office Hours:** By appointment only

**Office Phone:** email only

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<b>COURSE INFORMATION</b>
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**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:**

UC 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.

<b>COURSE REQUIREMENTS</b>
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**Instructional / Methods / Activities Assessments**

**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 UC 111. **Students who are more than 10 minutes late to class will be counted absent for that class period.** (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)

*Academic Development Activities:* Students must complete in class activities and homework assignments to be determined throughout the semester. (100 points)

*Journal:* Students must complete at least 5 journal activities, each worth 20 points. (100 points)

*Event papers:* Three (3) one page event papers, each worth 20 point, documenting attendance/participation in three different types of university events. (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)

*Extra credit:* Students can earn extra credit by submitting a folder/binder of all of the handouts they have been given for the semester. There may be additional opportunities provided throughout the semester.

## Grading

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

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

### 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

UC 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@tamuc.edu](mailto:helpdesk@tamuc.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](mailto: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.

### **Academic Development Activities – 100 points**

Instructor interviews – 20 pts

Quick Writes – 20 pts

Cornell Notes – 20 pts

Marking the Text – 10 pts

Pre-reading – 10 pts

House Activity – 10 pts

Summary Paragraphs – 10 pts

*\*Some of these will be in class activities, while others will be assigned as homework.*

### **University Success Skills – 60 points**

Library Scavenger Hunt – 20 pts

30 Second Expert Campus Resources – 20 pts

50 Things Assignment – 20 pts

### **Event Paper – 60 points**

One 2 page event paper documenting attendance/participation in three different types of university events **DUE Friday, December 5<sup>th</sup> by 5pm in eCollege**

### **Mid-term Exam – 100 points**

Will be administered in class on **Tuesday, October 14<sup>th</sup>**

### **Final Exam – 100 points**

This will be your final writing assignment for the course. It is a 3-5 page typed paper describing your choices and decisions that resulted in you being a college freshman this semester.

Instructors will provide more details on this assignment at a later date. **DUE Tuesday, November 25<sup>th</sup> in class**

**The dates listed are tentative and are subject to change.**

UNCO 111  
Writing Assignments

**Journals**

1. Support (Chapter 1 & 2) – Due Friday, September 12<sup>th</sup> by 5:00pm in eCollege
  - a. What role did your family, finances and/or mentor play in your decision to attend college to help you achieve your educational goals?
  - b. What would your life look like without your family, financial resources or your mentor(s)?
2. The importance of education (Chapter 3) – Due Friday, September 26<sup>th</sup> by 5:00pm in eCollege
  - a. Was education important in your family? Explain using specific examples to support your answer.
  - b. What sacrifices have been made so that you can attend college?
  - c. Discuss the relationship between education and poverty—is higher education a choice or opportunity for everyone?
3. Choices (Chapter 4) – Due Friday, October 10<sup>th</sup> by 5:00pm in eCollege
  - a. Have you always held yourself accountable for your own choices and decisions?
  - b. Every choice takes you closer to OR further away from your goal. Have you ever made a decision that you believe could have altered your life path?
4. Opportunities (Chapters 5 & 6) – Due Friday, October 31<sup>st</sup> by 5:00pm in eCollege
  - a. Discuss opportunities you have been given that have positively affected your life.
  - b. Describe a pivotal moment or situation that changed your life, putting you on a different path.
  - c. What is the difference between second chances and last chances?
5. Environment (Chapters 7 & 8) – Due Friday, November 14<sup>th</sup> by 5:00pm in eCollege
  - a. Discuss the role of a mentor or role model in your life.
  - b. Describe in detail the difference between excuses and reasons.
  - c. Are we products of our environment?
  - d. How important is our environment in shaping our stories and personalities?
  - e. How can we overcome our environment?

**Final Essay Topic – Due Tuesday, November 25<sup>th</sup> in eCollege**

Describe your support system and resources with choices you have made or opportunities you have taken throughout your life that resulted in your being a freshman at Texas A&M University-Commerce this semester. Write about opportunities that you were given or maybe passed up and how that affected you either positively and negatively. Discuss decisions and choices you are making currently to ensure that you will have a successful first semester as a college freshman. List and describe your reasons for attending college, which should include your goals and aspirations for the future.