



**HC 200**  
**Course Syllabus Spring 2015**

**Instructors:** R. Gabrielle McCormick, Honors College Graduate Assistant  
Dr. Raymond Green, Dean of the Honors College

**Time & Location:** 3:00 – 4:30 p.m.; Hall of Languages 304

**Office Location:** Prairie Crossing

**Office Hours:** By appointment

**Office Phone:** 903-468-3001

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Raymond.Green@tamuc.edu

**COURSE INFORMATION**

**Texts and Other Necessities:**

There are no required textbooks for HC 200. However, this course will require outside reading and activities throughout the semester.

**Students will submit hard copies of all assignments, unless otherwise stated; no email, faxes, etc.**

**Course Description:**

HC 200 is a continuation of UNCO 111, the First-Year Critical Thinking Course required for Leo Scholars. UNCO 111 was designed to create an easier college transition by assisting students in developing important academic, intellectual, and social skills. As a continuation of UNCO 111, HC 200 looks to build upon and strengthen the college and career foundations of students. Assignments and activities are intended to prepare students for the demands of the Leo Scholars program by: 1. Building a sense of community amongst peers; 2. Increasing student awareness of various components of the university and Commerce communities; 3. Introducing and implementing leadership practices; 4. Developing professional skills for employment upon graduation.

**Student Learning Outcomes:**

The following represent the learning outcomes by which students will be evaluated during the course.

- 1) Students will demonstrate proficiency in gathering, synthesizing, and presenting information to students, faculty, staff, peers, and Commerce community.
- 2) Students will explore multiple theories of leadership and develop an awareness of their own particular leadership style and personal strengths.

## COURSE REQUIREMENTS

### Instructional Methods, Activities, and Assessments

This class consists of various discussions and activities. Class periods will consist of lecture, as well as provide us an opportunity to discuss and discover material, thoughts, and ideas. In HC 200, students are expected to participate regardless of the mode of instruction. Our goals are for you to serve co-creators.

**Class Participation and Attendance:** This course relies upon your participation. Thus, a portion of your grade will rely upon your participation in and outside of class. There are numerous elements that go into class participation: (1) Good attendance (according to University rules, students may be dropped from the class for excessive unexcused absences). If you miss a class, you will lose 10 points toward this component of your grade; (2) Contributions to class discussion; (3) Active participation in group exercises, service projects, presentations, and workshops; (4) Polite and civil interactions with all members of the class ["All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." (See Student's Guide Handbook, Policies and Procedures, Conduct)]. Furthermore, A&M-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained. **Points: 200**

**Group Project:** You will participate in an extensive, semester-long, group project. The class will collectively decide on the group project early in the semester. You will each determine your roles in ensuring its completion. All students will have various responsibilities that last the duration of the course. You will receive feedback regarding your work after project milestones. **Points: 200**

**Work Plan and Process Journal:** The work plan is designed for you to determine and document your course of action for achieving your responsibilities regarding the group project. The process journal is intended for you to document your activities throughout each week. It will focus on your involvement and responsibilities, as well as your individual growth and development. **Points: 50**

### Grading

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

A = EXCELLENT	450-500
B = GOOD	399-449
C = <b>AVERAGE</b>	348-398
D = POOR	298-347
F = FAILURE	<297

## COMMUNICATION AND SUPPORT

Office hours are available by appointment outside of our scheduled class meetings. In addition, you can utilize your university email to ask questions and receive assistance.

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

### Course Specific Procedures:

**Attendance:** Attendance is part of your participation grade for HC 200. Excused absences 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. Excuses must be turned in, in writing, to the instructors upon return to class.

**Community Contract:** Early in the semester class members and instructor will delineate a set of classroom norms and rules that will govern class meetings. These will be the rules of conduct in HC 200. All course members will agree to abide by the contract issued by the class.

### Academic Dishonesty:

Students who plagiarize any assignment or portion of an assignment—even as small as one sentence—will receive a grade of "0" on the assignment and likely an F in the course! (See Texas A&M University-Commerce Code of Student Conduct 5.b[1,2,3]). Plagiarism occurs when students copy directly from a source—including but not limited to another student's paper, a book, or an electronic document—with or without citations. Budget your time and do your work! Students can lose financial aid and scholarships when they attempt shortcuts. This class is designed to be an open forum for student comments, questions, and discussions. The speakers and your classmates may help you broaden your knowledge and perceptions, so please give them the respect they deserve.

### University Specific Procedures:

#### Students with Disabilities:

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**

**Room 132**

**Phone (903) 886-5150 or (903) 886-5835**

**Fax (903) 468-8148**

[StudentDisabilityServices@tamuc.edu](mailto:StudentDisabilityServices@tamuc.edu)

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*).