CID 1300.05E "The Student and the University"

COURSE SYLLABUS: Fall 2025

INSTRUCTOR INFORMATION

Instructor: **Kimberley Morgan-Thompson, Ed.D.**
Office Location: **Velma Waters Library, Suite 231, Office 231-AT**
Office Hours:
M: 11 AM – 12 PM
T: 9 AM – 11 AM & 3 PM – 4 PM
TH: 9 AM – 11 AM & 3 PM – 4 PM
Office Phone: **903.886.5704**
University Email Address: **Kimberley.Morgan-Thompson@etamu.edu**
Preferred Form of Communication**: Email**
Communication Response Time: **Within 24 hours**

COURSE INFORMATION

CRN: **82498**
Day/Time: **M, W, F: 10-10:50AM**
Location: **BA 340**

Textbook Required

No textbook is required.

Minimal Technical Skills Needed

Working email requirement:

- It is a course expectation that you have a working email address that you check daily. Every student has been assigned a LeoMail email address by the University – you should check it often. There may be times when I need to contact you with important information, and email is often the speediest and easiest way to do so. I will always contact you via your University LeoMail address first and foremost, so check it regularly.

Word Processing (ex: Microsoft Word)
Access to Desire2Learn (D2L)

The *syllabus/schedule are subject to change.*

Course Description

Student Learning Outcomes

Throughout the semester, you'll build important skills to help you succeed in college and beyond. This course focuses on three main leaning outcomes:
1. Communication: Students will learn how to express themselves clearly in writing, oral, and visual methods. Students will organize ideas, adjust messaging for different audiences, and create effective presentations or written work.
2. Critical Thinking: Students will strengthen their ability to reflect, problem-solve, and make decisions. Students will apply strategies, explore opinions, and develop thoughtful solutions to challenges students face.
3. Empirical & Quantitative Skills: Students will analyze a real-world student issue using quantitative data to support a position or solution. Students will develop and participate in a collaborative presentation that organizes research around an issue college students face.

Instructional Methods

Instruction will consist of lectures, instructor-mediated discussion, and both individual and collaborative assignments. For the purposes of this class, students will be encouraged to bring class content to bear on their day-to-day experience as first semester college students. Instructors will provide "just in time" instruction with topics scheduled to roughly coincide with related moments of challenge experienced by students in their first semester.

Student Responsibilities or Tips for Success in the Course

Students should attend class, come prepared to participate, and be open to the contributions of the instructor and other students. Students should keep the instructor informed of their progress in this course and other courses. Students should utilize email and office hours to connect with their instructors, seeking advice and support for their journeys. Students should come to class knowing that all questions are good questions.

GRADING

Final grades in this course will be based on the following scale:

A = 90%-100%
B = 80%-89%
C = 70%-79%
D = 60%-69%
F = 59% or Below

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Total points corresponding to the final letter grades.
A = 451- 500 Points
B = 401- 450 Points
C = 351- 400 Points
D = 301- 350 Points
F = 300 & >   Points

Weights of the assessments in the calculation of the final letter grade.
Example:

Peer Mentor Meetings	10% (50 points total)
Attendance and Participation	15% (75 points total)
Learning Showcase Assignment	30% (150 points total)
Assignments	45% (225 points total)
TOTAL	100% (500 total points possible)

Assessments

Attendance and Participation: Students receive credit toward their final grade by attending and participating in class. Participation can range from in-class discussions, completion of in-class work, and participating in course activities. Students that are late to class may not receive attendance points for that day.

Peer Mentor Meetings: Students will attend three meetings with their assigned course Peer Mentor. Students will be provided with a range of dates for each of these meetings and will need to schedule their chosen date and time with their Peer Mentor using Navigate. Meetings will be 30 minutes in length and graded on an attendance basis. Each meeting will count for 1/3 of the overall Peer Mentor Meetings grade.

Learning Showcase Assignment: Students will be assigned to groups and complete an assignment and presentation at the end of this course as the final exam. This will be presented at the Learning Showcase and will be a culmination of skills that students will learn throughout the semester. The instructor will determine the format of these presentations, and students will be provided with a list of topics to choose from for their presentation. This grade will be derived from multiple in-class checkpoints, topic selection, individual contribution to group work, and a grade for the overall presentation. **Attending the learning showcase event at the end of the semester is also required; not attending will result in a significant reduction in your overall grade for this project.**

Assignments: Throughout the semester, assignments will be provided both in and out of class for completion. **Each assignment will be worth a specified number of points, totaling 225 points for the entire semester.**

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TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are the technical requirements.

LMS Requirements:
https://community.brightspace.com/s/article/Brightspace-Platform-Requirements

LMS Browser Support:
https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool
https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@etamu.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, an ETAMU campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

https://community.brightspace.com/support/s/contactsupport

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<h1 align="center">Interaction with Instructor Statement</h1>

It is a course expectation that you check your LeoMail email address daily. This is the prescribed communication method by the University. There may be times when I need to contact you with important information, and email is often the fastest method to do so. You can expect a response to your email within one business day of its receipt- even if it is just acknowledgement that I received it.

All students are encouraged to contact the instructor for any and all reasons whatsoever if they believe an event or concern will impact their performance on the course. The more I am kept in the loop with you and your environment, the better I can assist you when needed. Beyond face-to-face classroom interactions, the best way to get in touch with me is via email and/or office hours.

<h1 align="center">COURSE AND UNIVERSITY PROCEDURES/POLICIES</h1>

<h2 align="center">Course Specific Procedures/Policies</h2>

Attendance

Roll is taken each class day, and students are expected to attend all scheduled class periods. Each section of the course is scheduled for 16 weeks of three meetings weekly of 50 minutes each. Students should plan to be in class on time and stay until the class is dismissed. **Attendance is part of your grades.**

Excused absences: 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. If it is not given upon return to class, you will be counted as unexcused. Students will be allotted two unexcused absences during the semester. Points will also be deducted from the daily participation grade for each tardy, at the instructor's discretion.

Late Work

All activities must be submitted by the date listed in the course outline/calendar or as announced in class. Late assignments and activities will not be accepted unless in emergencies. If you are absent for any reason (excused or unexcused) on a day that a written assignment is due, you must discuss with the instructor ways to submit prior to the assignment deadline, if possible. All assignments are due within the first 10 minutes of the scheduled class day, unless otherwise announced.

Assignment Submission

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All assignments must be submitted via D2L, unless otherwise stated. While you are welcome to email me any questions that you may have, please understand that under normal circumstances, I cannot accept emailed student work at this time. If you do not own a printer, **Waters Library offers printing services for a small fee** – please plan accordingly.

Essay Formatting, Presentation Guidelines & Spelling / Grammar

We will use MLA formatting for all papers in this course. For detailed information regarding what MLA is, there are numerous resources online or in the library. There is also an on-campus resource called the Writing Center you can visit for assistance. General paper guidelines are:
- typed, doubled spaced, 1" margins, and 12-point font.

Professionals throughout your lifetime will critique you on spelling and grammar, so use this class as an opportunity to begin practicing these skills. Sentence structure, spelling, and grammar will be examined when determining a grade for any written assignment in this class.

Classroom Etiquette

This course meets face-to-face each week. We should aim to be respectful at all times during our class. Cell phones and all other electronic devices must be turned off and out of sight when we are in class- if you have an emergency situation where you need to have your phone on, please let me know at the start of the class or via email prior to class time.

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook.
http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx

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Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: https://www.britannica.com/topic/netiquette

ETAMU Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf

Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all their schoolwork. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03
Undergraduate Student Academic Dishonesty Form

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf

Graduate Student Academic Dishonesty Form

http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

Plagiarism: Plagiarism is the appropriation of another's ideas, processes, results, or words without giving appropriate credit. This includes ChatGPT and other generative Artificial Intelligence (AI) technology (See AI use policy below). Students who are found to plagiarize will be subject to Academic Dishonesty procedures including a zero on any plagiarized assignments up to suspension or expulsion from the University.

AI use policy: East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course. Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism). Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such

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requirements and follow their instructors' guidelines. If no instructions are provided, the student should assume that the use of such software is not allowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they use an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

Students with Disabilities-- 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 reasonable accommodation for their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
East Texas A&M University
Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@etamu.edu

Website: Office of Student Disability Resources and Services

http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

Nondiscrimination Notice

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation based on 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.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and ETAMU Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns on Campus document and/or consult with your event organizer.

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Web URL:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all East Texas A&M University campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

Mental Health and Well-Being
The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.

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Fall 2025 COURSE OUTLINE / CALENDAR

Week	Date	Topic	Assignments
1	8/25	Welcome and Syllabus	
	8/27	Campus Resources	DUE: Syllabus Snapshot
	8/29	Scavenger Hunt	In class: Scavenger Hunt Exit Ticket
2	9/1	**Campus Closed- Labor Day**	
	9/3	College View/Goal Mapping	
	9/5	Co$t of Missing a Class	
3	9/8	Financial Aid and Scholarships	DUE: Practice Email Due DUE: College/Work View Essay Due
	9/10	Money Matters	In-class: Personal Budget Worksheet
	9/12	First-Year Panel	In-class: Panel Reflection
4	9/15	Assessing Your Life-Balance	
	9/17	Growth Mindset	In-class: Growth Mindset Reflection
	9/19	Energy Mapping	In-class: Energy Mapping Worksheet In-class: Energy Mapping Exit Ticket
5	9/22	Study Skills: Note taking	
	9/24	Study Skills: How to study	In-class: Study Skills Exit Ticket
	9/26	Midterm Exam	In-class: Midterm Exam
6	9/29	College *Bucket* List Presentation	In-Class: *Bucket* List Exit Ticket
	10/1	Presentation Skills 101	
	10/3	Selecting Courses and DegreeWorks	
7	10/6	Resource Tour Week	
	10/8	Resource Tour Week	
	10/10	Resource Tour Week	
8	10/13	Overcoming Failure	
	10/15	*Bucket* List Presentation Day	DUE: *Bucket* List Presentation
	10/17	*Bucket* List Presentation Day	
9	10/20	Focus 2: Career Exploration	In-class/homework: Focus2 Packet
	10/22	Odyssey Planning Day 1	DUE: Focus2 Packet In-Class: Odyssey Planning Exit Ticket
	10/24	Odyssey Planning Day 2	In-class: Odyssey Planning Packet
10	10/27	Networking 101	
	10/29	Game day	
	10/31	Class Make up Day	
11	11/3	Learning Showcase Essentials	
	11/5	Learning Showcase Group Day	In-class: Learning Showcase Exit Tickets
	11/7	Learning Showcase Source Selection and Evaluation	In-class/Homework: Source Selection worksheet
12	11/10	Learning Showcase Library Visit	
	11/12	Learning Showcase Research Question	
	11/14	Learning Showcase in-class workday #1	In-Class: Workday Checkpoint

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13	11/17	Learning Showcase in-class workday #2	In-Class: Workday Checkpoint
	11/19	Learning Showcase in-class workday #3	In-Class: Workday Checkpoint
	11/21	Learning Showcase in-class workday #4	In-Class: Workday Checkpoint
14	11/24	Learning Showcase in-class workday #5	In-Class: Workday Checkpoint
	11/26	**No CID 1300 Class**	
	11/28	**Campus Closed- Thanksgiving Break**	
15	12/1	Learning Showcase Presentations	DUE: Learning Showcase Presentation
	12/3	Learning Showcase Presentations	
	12/5	Learning Showcase Presentations	
Finals	12/10	Learning Showcase Final Exam Event	In-class: Learning Showcase Final Exam Event

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