

# UNIV-EN1131-006 Student Success

## Fall 2021

### Instructor Information

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#### Faculty Information:

Jason Losh, Ph. D.

Office: ERB 649

Office hours will be held by appointment

+1 817-272-3785 (CSE Department)

[jlosh@uta.edu](mailto:jlosh@uta.edu)

#### Peer Academic Leader Information:

Olivia Jackson

Office: RH 202

Office hours and study groups will be held

Teams W 12:15-1, Th 11-12 and the Central Library, 6<sup>th</sup> floor MT 12-1

+1 817-272-6190 (Division of New Student Courses)

[olivia.jackson@mavs.uta.edu](mailto:olivia.jackson@mavs.uta.edu)

### Course Information

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#### Section Information:

006

#### Time and Place of Class Meetings:

MW 9-9:50am, SH 315

This is a traditional classroom format that will meet at a designated time and location each week. The instructor reserves the right to post and use online materials such as the syllabus, course materials, contact information, and presentations on Canvas. Instructors may require online activities and assessments such as completion of online assessments.

#### Description of Course Content

Student Success is a learning community course that will teach new students academic success skills to aid their transition to college. The goal of the course is to help students identify their individual needs, determine what resources are appropriate, recognize the faculty role in their development, and formulate a plan for an actively engaged and enriched experience from campus to career. The course will be taught by Peer Academic Leaders (PALS) and faculty, staff and/or graduate students to provide guidance, raise awareness and understanding of students' majors and help support collaborative and co-curricular opportunities available within the School/College.

#### Student Learning Outcomes

- Recognize and utilize the various academic and personal student resources available at UTA, including those related to financial literacy and wellness.
- Apply various learning and study strategies to their college classes.
- Recognize the unique characteristics of their major, including relevant co- and extra-curricular opportunities, and understand the significance of that discipline in today's world.
- Identify the role of faculty as experts in providing guidance in academic planning, experiential learning and career goals related to the student's major.

- Describe career types in different engineering / computer science professions that they might enter after completing their degree in the College of Engineering at UTA.
- Develop a sense of self-awareness through teamwork and collaborative efforts.
- Work in multi-disciplinary teams
- Develop an engineering entrepreneurship mindset
- Explain the basis for and importance of engineering ethics
- Perform labs exploring different engineering disciplines to reinforce chosen field of study or to invest other fields of study

### Required Textbooks and Other Course Materials

The content for this class can be found in the following textbooks. It is expected that students read the chapters and materials designated in the course timeline by the stated due date in order to be prepared for class and ready to participate in discussions and activities. The textbook is freely available and can be accessed on Canvas or by the link below:

- *No Limits* text: <https://uta.pressbooks.pub/nolimits/>

### Descriptions of major assignments and examinations

Course grades will be determined according to your successful participation and completion of the following activities:

COURSE WORKLOAD	% OF FINAL GRADE
Engineering Participation	15%
Engineering Labs	35%
UNIV Participation	15%
UNIV Assignments Maverick Advantage Campus Event Faculty Interview Career Development Search 5-Day Study Plan DEI Module	35%
Attendance	Attendance Required See Full Policy Below
<b>TOTAL</b>	<b>100%</b>

### UNIV and Engineering Participation - 30%

Active participation is a very important piece of the learning process in this course and takes on many different forms. Active participation requires preparation. You are expected to be prepared for each class session and actively participate in class discussions and activities.

Participation includes:

Class Engagement – discussions are opportunities for you to enhance your critical thinking skills, gain new insights and understanding from your peers, and find ways to effectively communicate what you have learned from reading and reflecting on course material. I encourage you to bring to class your comments and questions that offer different perspectives, contribute to moving the discussion and analysis forward, build

on other comments and insights made by others in the class, and moves beyond the typical “I feel” or “I think” statements that are not grounded in a deeper reflection on why we have had a particular reaction to course material. The course instructors do not have all the answers in these discussions, and you are encouraged to talk to each other and ask each other questions as we process the material together.

Readings & Other Course Preparation for Class Meetings – come to class prepared to make connections between the readings and your own lived experiences. For each reading, come prepared to share at least one thing you enjoyed about the reading and one discussion question for the class. Review additional course materials prior to class time as requested.

In-Class Activities – active involvement and engagement is expected in this course. In class activities are designed to help you engage with the course topics. Fully participating in these exercises is required. Activities are created to support your growth and development as a student. The more work you put into the activities, the more you will get out of the course material.

Assessment Surveys – completion of in-class surveys is expected as part of participation in this course. Your responses to the questions will not impact your grade, but you will need to fill each survey completely and provide proof of submission in order to receive full participation credit.

Other participation activities – as discussed throughout the semester.

Engaging in certain behaviors can negatively impact your participation grade. This includes:

- Talking or being distracting during class meetings
- Arriving late or leaving early from class meetings
- Sleeping in class or working on other class assignments during class
- Using electronic devices (phones, laptops, etc.) during class meetings
- Overall being disrespectful to instructors, PAL(s), staff, speakers, guests, fellow students, or other visitors to the classroom
- Not completing the assessment surveys

#### UNIV Assignments - 35%

Other assignments may be given by the Peer Academic Leader and/or faculty member. You will need to review your course timeline to know the due dates for these assignments. Specific assignment details can be found in Canvas.

##### *Maverick Advantage Writing Assignment:*

After discussion on class related to the five distinguishing activities, students will submit a writing assignment about the activities. Specific assignment details can be found in Canvas.

##### *Event/Resource: Department or College:*

Students must select one college or department sponsored campus event or one university sponsored academic event to attend during the course of the semester (in person or virtual). Students have flexibility in selecting the events. Please refer to the UTA events calendar for a complete list of upcoming events (<https://events.uta.edu/>). For the assignment, students must write a summary of their experience. Specific assignment details can be found in Canvas.

#### *5-Day Study Plan:*

Students will fill out a 5-Day study plan to prepare for major exams and assignments. A description of the assignment and template for the study plan can be found on canvas and in the course's textbook.

#### *Job Search and Reflection:*

Students will conduct a job search and answer questions about their chosen position on the required qualifications and skills. Students will then reflect upon the position to engage critically with the requirements of the position and the suitability of the chosen career. Finally, students will plan future goals to aid in the pursuit of that position or career. Specific assignment details can be found in Canvas.

#### *Interview with Faculty Member:*

Meeting with faculty is of critical importance towards your student success. Students will identify one faculty member to interview and **visit office hours** to learn more about their path to career and professional experiences. This assignment will help you discover the unique role that University faculty can play in your academic development. Specific assignment details can be found in Canvas.

#### *DEI Module*

Engaging with our world and our diverse communities is an important aspect of growth and development for UTA students. To support learning in this area, students will be completing a module on Diversity, Equity, and Community to deepen our ability to communicate with others, build meaningful relationships, and respect the experiences of the people we live, learn, work, and engage with. Students will be invited to join the module and asked to submit a certificate of completion in Canvas.

#### Engineering Labs - 35%

To explore the different engineering disciplines, as well as the interdisciplinary nature of engineering, lab experiments have been created to perform in a classroom environment. These activities will include watching videos (with embedded quizzes) prior to the lab day, performing the activities in class, and performing analysis and reflection within the classroom and possibly outside of class.

#### **Attendance**

Students are expected to attend each class:

- Attendance will be taken during each class session.
- Beginning with the fifth unexcused absence, 10 points will be deducted from the student's final grade for each unexcused absence.
  - For example, if your final course grade is a 92% and you have missed 6 course sessions, the first four absences will not affect your final grade. However, the fifth and sixth absences will result in a 10-point deduction per absence, so your final grade would be reduced to 72%.

Documented cases of illness, bereavement, or participation in university-sponsored events may be excused at the discretion of the instructor, provided proper documentation has been turned in as soon as possible. All work must still be made up on the days of excused absences. A student will be considered absent if they arrive more than 10 minutes late for a session.

However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients "begin attendance in a course." UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when

assigning a student a grade of F, faculty report must the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Canvas. This date is reported to the Department of Education for federal financial aid recipients.

### **Technology Requirements**

In addition to Canvas, class announcements and communications will take place through your university-issued email account. Accordingly, please check your official UT Arlington email account regularly. This course will also utilize the Microsoft Teams site for this class, where the PAL will hold some of their office hours and some student meetings virtually.

## **Grading Information**

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### **Grading**

The Student Success course is a one-credit hour course and is graded on a letter grading basis. Students are required to attend all class meetings in order to successfully meet both attendance and participation requirements.

This course is graded on a scale of A, B, C, F, P, W and Z. A grade of D is not awarded in this course. A grade of Z for the course will not be awarded without prior consultation with the instructor. The student is responsible for initiating this conversation with the instructor. Incompletes will be given only for such reasons as medical emergencies, serious emotional distress, etc. The instructor reserves the right to make the final decision a grade of Z.

Grade	Overall Class Percentage
A	90% - 100%
B	80% - 89%
C	70% - 79%
F	0% - 69%

If you would like to drop the course, you will need to get permission to do so and work with your academic advisor on that process. If you fail the UNIV 1131 course, you will need to re-enroll in the course in the next semester. Because the class is required, you will be unable to graduate without passing this course and successfully meeting the credit requirements established by the university. Students are allowed 3 attempts to pass the UNIV 1131 course. If you do not pass the course in 3 attempts, you will need to appeal to your department chair and the Office of New Student courses.

### **Grade Grievances**

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current [university catalog](#).

The procedure for pursuing grievances related to grades described in the undergraduate and graduate catalogs provide that it is the obligation of the student to first make a serious effort to resolve the grade dispute with the student's instructor. The instructor has primary responsibility for assigning grades, and their judgment is final unless there is evidence of discrimination, preferential (differential) treatment or procedural irregularities. A mere disagreement with the judgment made by the instructor is not a valid basis for an appeal. No grade appeal will be considered one year after a grade is given.

Appeals for a grade in the UNIV course must be made through appropriate channels as described below:

1. All students must first discuss the grade or academic grievance with the instructor. If the instructor is unavailable, the student may proceed in the appeal process and discuss the matter with the department chairperson responsible for the course for which the grade is being appealed (for UNIV courses this is the Director of New Student Courses). If unable to reach agreement with the instructor or department chairperson, the student may file a grievance.
2. The students' appeal must be submitted in writing. The form is available below and can be found on the New Student Courses page of the Division of Student Success website. The student must submit the form and any supporting documentation the student wishes to provide to the department chairperson for deliberation.
3. If the student is dissatisfied with the chairperson's decision, they may appeal the case to the Associate Vice Provost for Student Success. The Associate Vice Provost's decision is final.

### **NEW STUDENT COURSES - UNIV GRADE APPEAL FORM**

Students have one year from the day grades are posted to initiate a grievance concerning a grade including presenting evidence of differential treatment and/or procedural irregularities. Undergraduate and Graduate Grade Policies and Procedure are available in the [university catalog](#).

### **Course Schedule**

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<b>Date</b>	<b>Class Topic</b>	<b>Readings</b>	<b>Assignment Due</b>
<b>8/25</b>	First day of classes: Syllabus, Canvas/OER, Community Builder		
<b>8/30</b>	Note-Taking & Critical Listening	Ch. 4.5 Ch. 5.1-5.3	
<b>9/1</b>	Life as an Engineer		
<b>9/6</b>	Labor Day		
<b>9/8</b>	Engineering Ethics		
<b>9/13</b>	Study Skills/Test Taking Skills	Ch. 4.5 Ch. 5	
<b>9/15</b>	Engineering Entrepreneurship		
<b>9/20</b>	Entrepreneurship		
<b>9/22</b>	Engineering Lab 1 Part 1		
<b>9/27</b>	Campus Resources	Ch. 10	
<b>9/29</b>	Engineering Lab 1 Part 2		
<b>10/4</b>	Time Management	Ch. 4.4	
<b>10/6</b>	Engineering Lab 2 Part 1		
<b>10/11</b>	Getting Involved/Leadership	Ch. 3	
<b>10/13</b>	Engineering Lab 2 Part 2		
<b>10/18</b>	Goal Setting	Ch. 4.3	
<b>10/20</b>	Engineering Lab 3 Part 1		
<b>10/25</b>	Degree Planning	Ch. 2.4	My Mav Degree Mapping Tool
<b>10/27</b>	Engineering Lab 3 Part 2		
<b>11/1</b>	Maverick Advantage		
<b>11/3</b>	Engineering Lab 4 Part 1		
<b>11/8</b>	Career Planning/Resumes	Chapter 8	
<b>11/10</b>	Engineering Lab 4 Part 2		
<b>11/15</b>	Healthy Lifestyles	Ch. 6 & 7	
<b>11/17</b>	Lessons Learned		
<b>11/22</b>	Money Management	Chapter 9	

		SMMC Speaker	
<b>11/24</b>	Thanksgiving Break-No		
<b>11/29</b>	Teamwork	Student Guide	Pre & Post Survey, Reflection
<b>12/1</b>	TBA		
<b>12/6</b>	TBA		

## Academic Integrity

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This information is copied from <http://www.uta.edu/conduct/academic-integrity/index.php>.

The University of Texas at Arlington strives to uphold and support standards of personal honesty and integrity for all students consistent with the goals of a community of scholars and students seeking knowledge and responsibility. Furthermore, it is the policy of the University to enforce these standards through fair and objective procedures governing instances of alleged dishonesty, cheating, and other academic/non-academic misconduct.

Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, and collusion on an examination or an assignment being offered for credit. Each student is accountable for work submitted for credit, including group projects.

- Cheating
  - Copying another's test or assignment (this includes labs and homework!)
  - Communication with another during an exam or assignment (i.e. written, oral or otherwise)
  - Giving or seeking aid from another when not permitted by the instructor
  - Possessing or using unauthorized materials during the test
  - Buying, using, stealing, transporting, or soliciting a test, draft of a test, or answer key
- Plagiarism
  - Using someone else's work in your assignment without appropriate acknowledgement
  - Making slight variations in the language and then failing to give credit to the source
- Collusion
  - Without authorization, collaborating with another when preparing an assignment

## Safety Rules for ERB 435 Lab:

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Scope:

- All UTA safety rules and regulations must be followed.
- These rules are in addition to UTA lab safety rules.
- In the event that a rule contained below is in conflict with UTA lab safety rules, the UTA safety rules shall supersede.

General rules:

- Students can only be in the lab when a peer-academic leader (PAL), faculty member, or staff member is present.
- Students should be professional at all times in the lab.
- Food and drinks are not allowed in the room at any time.
- When leaving the lab, all materials should be stored in the indicated areas.
- Please ensure that the lab is kept in a neat and tidy manner.
- Note any hazards observed in the lab to the PAL, faculty, or staff member immediately.

- Students should store backpacks and similar items in a way that does not create a trip hazard to others.

Personal protective equipment (PPE):

- Safety glasses, dust masks, and gloves are provided in the lab as needed.

## Institutional Information

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UTA students are encouraged to review the below institutional policies and informational sections and reach out to the specific office with any questions. To view this institutional information, please visit the [Institutional Information](#) page

(<https://resources.uta.edu/provost/course-related-info/institutional-policies.php>) which includes the following policies among others:

- Drop Policy
- Disability Accommodations
- Title IX Policy
- Academic Integrity
- Student Feedback Survey
- Final Exam Schedule

## Additional Information

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### Face Covering Policy

*While the use of face coverings on campus is no longer mandatory, all students and instructional staff are strongly encouraged to wear face coverings while they are on campus. This is particularly true inside buildings and within classrooms and labs where social distancing is not possible due to limited space. If a student needs an accommodation to ensure social distancing in the classroom due to being at high risk they are encouraged to work directly with the Student Access and Resource Center to assist in these accommodations. If students need masks, they may obtain them at the Central Library, the E.H. Hereford University Center's front desk or in their department.*

### Emergency Exit Procedures:

Should we experience an emergency event that requires evacuation of the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, do not take an elevator but use the stairwells instead. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

### Academic Success Center

The Academic Success Center (ASC) includes a variety of resources and services to help you maximize your learning and succeed as a student at the University of Texas at Arlington. ASC services include academic coaching, peer-led team learning, supplemental instruction, tutoring, and TRIO Student Support Services. Academic Success Center services are provided at no additional cost to UTA students. For additional information visit: [Academic Success Center](#). Visit [Find Course Support](#) to see what services are available for a particular course. To request disability accommodations for any of our services, please email [asc@uta.edu](mailto:asc@uta.edu).

### The English Writing Center (411LIBR)

The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at the [Writing Center \(https://uta.mywconline.com\)](https://uta.mywconline.com). Classroom visits,



workshops, and specialized services for graduate students and faculty are also available. Please see [Writing Center: OWL](#) for detailed information on all our programs and services.

The Library's 2<sup>nd</sup> floor [Academic Plaza](http://library.uta.edu/academic-plaza) (<http://library.uta.edu/academic-plaza>) offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the [library's hours](#) of operation.

## Emergency Phone Numbers

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In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number 817-272-3381.

## Library Information

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### Research or General Library Help

Ask for Help

- [Academic Plaza Consultation Services](http://library.uta.edu/academic-plaza) ([library.uta.edu/academic-plaza](http://library.uta.edu/academic-plaza))
- [Ask Us](http://ask.uta.edu/) ([ask.uta.edu/](http://ask.uta.edu/))
- [Research Coaches](http://libguides.uta.edu/researchcoach) (<http://libguides.uta.edu/researchcoach>)

Resources

- [Library Tutorials](http://library.uta.edu/how-to) ([library.uta.edu/how-to](http://library.uta.edu/how-to))
- [Subject and Course Research Guides](http://libguides.uta.edu) ([libguides.uta.edu](http://libguides.uta.edu))
- [Librarians by Subject](http://library.uta.edu/subject-librarians) ([library.uta.edu/subject-librarians](http://library.uta.edu/subject-librarians))
- [A to Z List of Library Databases](http://libguides.uta.edu/az.php) ([libguides.uta.edu/az.php](http://libguides.uta.edu/az.php))
- [Course Reserves](https://uta.summon.serialssolutions.com/#!/course_reserves) ([https://uta.summon.serialssolutions.com/#!/course\\_reserves](https://uta.summon.serialssolutions.com/#!/course_reserves))
- [Study Room Reservations](http://openroom.uta.edu/) ([openroom.uta.edu/](http://openroom.uta.edu/))

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