UNIV-EN 1131-009
STUDENT SUCCESS
MW 9:00 – 9:50 AM
Fall 2018

Peer Academic Leader:	Olivier Ndikumana	Faculty:	Jason Losh
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Office Location:	RH 206-E, Central Library - IDEAS Center	Office Location:	None assigned
Study Group Hours:	Thurs 11-12pm	Class Time:	Mon/Wed 9-9:50am
Office Hours:	Mon/Wed 10-11am Tue 11-12pm	Office Hours:	By appointment

COURSE INFORMATION

Description

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) with faculty of the College of Engineering (COE) to provide guidance, raise awareness and understanding of students' majors and help support collaborative and co-curricular opportunities available within the COE. Students will also be introduced to engineering disciplines and skills.

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
- Describe the different engineering disciplines

Required Texts

- No Limits text is freely available on Blackboard.

COURSE REQUIREMENTS

Attendance Policy

You are required to attend all class meetings. **Missing more than one (1) class without consulting with your Peer Academic Leader will result in a 10% reduction of the final letter grade per additional**

absence. Entering late or leaving early (Up to 5 minutes) three times equals one full absence. Arriving late or leaving early by anything greater than 10 minutes will result in a full absence.

Reasons for excused absences include medical emergencies or illness. In such situations, students are expected to contact the Peer Academic Leader <u>in advance or as soon as possible</u> after the absence. Proof of the illness or emergency will be required along with evidence that the event correlates with the time of the missed class. Examples of documentation would include items such as a doctor's note, picture of the flat tire, etc. Attending one Success Series workshop can be used up to two times to make up absences. Students must stay for entire duration of workshop, and present proof of attendance to Peer Academic Leader.

At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance. UTA 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." UTA 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 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 Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

Major assignments and examinations

<u>Maverick Advantage Writing Assignment</u>
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 Blackboard.

<u>Campus Event Attendance</u>
Students must select one university sponsored campus event to attend during the course of the semester. Students have flexibility in selecting the events (Athletic event, social event, academic event, fine arts performance, diversity/multicultural program, traditional event, service, etc.) For the assignment, students must take a photo at the event to show evidence attendance and write a summary of their experience. Specific assignment details can be found in Blackboard.

Other assignments may be given by Peer Academic Leader and faculty member. Examples include 5-day study plans, S.M.A.R.T Goals, degree mapping, etc.

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. **<u>Missing more than one (1) class without consulting with your Peer Academic Leader will result in a 10% reduction of the final grade per additional absence</u>**. Students with perfect attendance will be eligible for a 5% increase in the final grade as Extra Credit. Course grades will be determined according to your successful participation and completion of the following activities:

ASSIGNMENT	% OF FINAL GRADE
Participation	35%
Maverick Advantage Written Assignment	15%
Campus Event	10%
In- Class Assignments	40%
TOTAL	**100%**

A grade of Z for the course will <u>not</u> 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.

Drop Policy

Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (http://www.uta.edu/fao/).

Participation

Every student is expected to actively engage in every class meeting. Engagement is defined as paying attention, responding to Instructor's questions, raising your own questions, adding your opinion to classroom discussions, participating in classroom activities, and generally positively contributing to the learning environment.   Please note that sleeping, reading the newspaper, working on other course work, writing notes, playing with phones or mp3 players, and daydreaming are not acceptable and you will be invited to leave the classroom if you participate in these negative behaviors.

COURSE POLICIES

Non-Discrimination Policy

The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit uta.edu/eos.

Title IX Policy

The University of Texas at Arlington ("University") is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. *For information regarding Title IX, visit* www.uta.edu/titleIX *or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or* jmhood@uta.edu.

Academic Integrity

Students enrolled all UTA courses are expected to adhere to the UTA Honor Code:

> *I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*
>
> *I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

UTA faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic

integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University. Additional information is available at https://www.uta.edu/conduct/.

Electronic Communication
UTA has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at http://www.uta.edu/oit/cs/email/mavmail.php.

Campus Carry
Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit http://www.uta.edu/news/info/campus-carry/

Student Feedback Survey
At the end of each term, students enrolled in face-to-face and online classes categorized as "lecture," "seminar," or "laboratory" are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student's feedback via the SFS database is aggregated with that of other students enrolled in the course. Students' anonymity will be protected to the extent that the law allows. UTA's effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit http://www.uta.edu/sfs.

Emergency Exit Procedures
Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

Student Support Services
UTA provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at the Division of Student Success (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at http://www.uta.edu/universitycollege/resources/index.php.

Success Series
The Success Series is a workshop series designed to improve academic success and enhance important life skills. Topics range from basic skills such as effective note taking, tips for taking online classes, and how to become a better presenter to information about getting a job on campus and studying abroad. It is also a great way to learn about resources available and services offered by the various departments here at UTA. Visit the website uta.edu/successseries to see the full schedule of upcoming topics and dates.

Final Review Week
For semester-long courses, a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required

field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

Classroom Technology

Although laptops are an essential part of our educational process in today's techno-savvy era, the Student Success course requires that if you bring a laptop into the classroom, its use is restricted to classroom activities pertinent to that day's subject only. This means that students may not bring a laptop into the classroom and use that laptop for checking their email, browsing Facebook, surfing the web, or use it to complete other course work. NO EXCEPTION WILL BE MADE. If a student is found using their laptop for anything other than Student Success coursework, that student will be invited to leave the class for that day and will be marked as an unexcused absence.

Cell phones, MP3 players, beepers, and any other personal technology device should be placed on silent mode during class time. Interruptions such as ringing, beeping, vibrating, etc. will not be tolerated. Should a device "go off" during class time, the student will be invited to leave the class and will be marked as an unexcused absence.

Disability Accommodations

UTA is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* All instructors at UTA are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of **a letter certified** by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:
The Office for Students with Disabilities, (OSD) www.uta.edu/disability or calling 817-272-3364.
Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability.

LIBRARY library.uta.edu

RESOURCES FOR STUDENTS

Research or General Library Help

Academic Plaza Consultation Services library.uta.edu/academic-plaza

Ask Us ask.uta.edu/

Library Tutorials library.uta.edu/how-to

Subject and Course Research Guides libguides.uta.edu

Librarians by Subject library.uta.edu/subject-librarians

Research Coaches http://libguides.uta.edu/researchcoach

Resources

A to Z List of Library Databases libguides.uta.edu/az.php

Course Reserves pulse.uta.edu/vwebv/enterCourseReserve.do

FabLab fablab.uta.edu/

Maverick Resource Hotline https://www.uta.edu/studentsuccess/success-programs/programs/resource-hotline.php

Scholarly Communications (info about digital humanities, data management, data visualization, copyright, open educational resources, open access publishing, and more) http://library.uta.edu/scholcomm

Special Collections library.uta.edu/special-collections

Study Room Reservations openroom.uta.edu/

TRiO-Student Support Services https://www.uta.edu/studentsuccess/learning-center/sss/index.php

University Tutorial & Supplemental Instruction https://www.uta.edu/studentsuccess/learning-center/utsi/index.php

OTHER RESOURCES

Environmental Health & Safety (http://www.uta.edu/ehsafety)

Emergency Phone Numbers: 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

COURSE TIMELINE

"As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course."

Date	Class Topic	Major Assignment Due
8/22	Introduction/Getting Started	
8/27	**Grand Challenge**	
8/29	Campus Resources & Library	
9/3	*Labor Day, No Class*	
9/5	Note Taking & Critical Listening	
9/10	**Teamwork**	
9/12	Goal Setting & Time Management	
9/17	**Engineering Entrepreneurship**	
9/19	Study Skills & Test Taking	
9/24	Maverick Advantage	
9/26	**Department Week 1**	
10/1	**Department Week 2**	
10/3	True Colors	Maverick Advantage Writing Assignment
10/8	**Department Week 3**	
10/10	Money Management & Financial Literacy	
10/15	**Ethics**	
10/17	Guest Speaker	
10/22	**Intro to Design**	
10/24	Leadership & Getting Involved	
10/29	**Group Work**	
10/31	Guest Speaker	
11/5	**Group Work**	
11/7	**Group Work**	
11/12	Career & Degree Planning	Campus Event Assignment
11/14	**Presentation**	
11/19	**Reflection**	
11/21	*Thanksgiving, No Class*	
11/26	Healthy Lifestyles & Wellness	Faculty Meeting Assignment
11/28	**Going Forward**	
12/3	Special Topic	

*Topics in bold will be taught by Dr. Losh

Success Series Workshop

Date	Topic	Time	Location
September 10	Campus Resources Overview	12-1pm	
September 11	Campus Resources Overview	12:30-1:30pm	PH 104
September 12	What's Your Learning Style?	9:30-10:30am	PH 104
September 14	The Neuroscience Behind Effective Note Taking	12-1pm	
September 17	The Neuroscience Behind Effective Note Taking	12-1pm	
September 18	Plagiarism: How to Recognize and Avoid It	12:30-1:30pm	PH 104
September 19	Student Engagement with Campus Life	9:30-10:30am	PH 104
September 21	Student Money Management Center	12-1pm	
September 24	Building Good Study Habits	12-1pm	PH 104
September 25	Building Good Study Habits	12:30-1:30pm	PH 104
September 26	Goal Setting	9:30-10:30am	PH 104
September 28	Study Abroad	12-1pm	
October 1	Effective Communication	12-1pm	
October 2	Effective Communication	12:30-1:30pm	PH 104
October 3	Campus Safety	9:30-10:30am	PH 104
October 5	Grad School Info Session	12-1pm	
October 8	There's an App for That	12-1pm	
October 9	Library: Library Resources	12:30-1:30pm	PH 104
October 10	So much to do. So little time. (Time Management)	9:30-10:30am	PH 104
October 12	There's an App for That	12-1pm	
October 15	McNair Scholars Info Session	12-1pm	
October 16	Social Media Etiquette	12:30-1:30pm	PH 104
October 17	Goal Setting	9:30-10:30am	PH 104
October 19	Social Media Etiquette	12-1pm	
October 22	What's Your Learning Style?	12-1pm	PH 104
October 23	What's Your Learning Style?	12:30-1:30pm	PH 104
October 24	Presentation Tips	9:30-10:30am	PH 104
October 26	Campus Safety	12-1pm	
October 29	Presentation Tips	12-1pm	PH 104
October 30	Career Development Center: Résumés & Cover Letters	12:30-1:30pm	PH 104
October 31	The Neuroscience Behind Effective Note Taking	9:30-10:30am	PH 104
November 2	So much to do. So little time. (Time Management)	12-1pm	
November 5	Career Development: Interview skills & Professionalism	12-1pm	
November 6	Building Good Study Habits	12:30-1:30pm	PH 104
November 7	Social Media Etiquette	9:30-10:30am	PH 104
November 9	Social Media Etiquette	12-1pm	
November 12	Campus Resources Overview	12-1pm	PH 104
November 13	There's an App for That	12:30-1:30pm	
November 14	Effective Communication	9:30-10:30am	PH 104
November 16	TBA	12-1pm	
November 19	So much to do. So little time. (Time Management)	12-1pm	
November 20	Preparing for Finals	12:30-1:30pm	PH 104
November 26	Campus Resources Overview	12-1pm	PH 104
November 27	Preparing for Finals	12:30-1:30pm	
November 28	TBA	9:30-10:30am	
November 30	Presentation Tips	12-1pm	
December 3	Preparing for Finals	12-1pm	PH 104
December 4	Preparing for Finals	12:30-1:30pm	PH 104

Schedule is subject to change. For most up to date schedule visit www.uta.edu/successseries