Instructor Name: Lisa Ferrell  Office Hours: Tues. 10am & 3-4pm or by appt.
Office Location: FC 113  Email Address: Lisa.Ferrell@tamucc.edu
Office Phone: 825-5979  Website: http://www.tamucc.edu/wiki/LisaFerrell/Home

Course Information:  UCCP 1101.490  T/R 11:00-11:50 a.m.  Center for Sciences-111

COURSE DESCRIPTION
UCCP 1101, First-Year Seminar I, is an important part of Triad L. This first-year learning community—especially the seminar—is designed to help you achieve success, academically and socially, as you make the transition from high school to the university.

This seminar will challenge you to engage in significant learning in college-level intellectual work. You will develop your skills to work productively in small groups. To develop your critical thinking skills and your information literacy, you will learn how to examine problems and questions from multiple perspectives.

A list of class plans will be available on my Wiki page containing upcoming assignments. You will also be required to complete the activities given in class and on my Wiki page. This means that you will need to check my Wiki page frequently.

You are expected to have regular access to a computer with Internet and Microsoft Office and fully understand how to use Blackboard, including how to upload MS Word documents to Blackboard. Computers are available in CCH, CI and the Library. Please visit me in my office if you have trouble with technology.

COURSE OBJECTIVES
The primary objectives of First-Year Seminar are for students to:
- Explore the interconnections among the Triad/Tetrad courses;
- Develop critical thinking skills and significant learning;
- Clarify personal values, goals, and strengths;
- And develop the ability to learn through study, discussion, writing, cooperation, and collaboration

STUDENT LEARNING OUTCOMES
- Students will apply interdisciplinary knowledge to address and analyze real-world issues
- Students will interpret and evaluate various research materials and/or perspectives

SEMINAR SPECIFIC LEARNING OBJECTIVES
- Locate and utilize campus information to college policies and procedures in order to better utilize all campus services.
- Communicate and develop relationships with classmates and faculty to develop a personal support system.
- Develop good time management and self-management techniques.
- Apply effective note taking practices.
- Learn and apply academic success strategies.
- Learn effective strategies for preparing and studying for exams.
- Understand a variety of coping strategies to help manage college life.
- Provide students with a solid foundation of information and resources especially in the following:
  - College Resources
  - College Policies
  - Academic Planning
  - Academic Skills
  - Life Management
  - Social and Interpersonal Skills
  - Health and Wellness
- Using the student email effectively to accomplish specific purposes such as locating their advisor, and posting a response to a discussion.
- Have the ability to locate information about college policies, programs, and services.
- Relate time and money management techniques, and recognize the interdependence of personal finance skills with economic system of our society and personal preferences.
**COURSE MATERIALS:**
Seminar is a discussion course and many of these discussions will be focused on the readings and information gained in your large lecture. You will work with the books from our State and Local Government, and any additional readings such as handouts, online posting, and/or from your textbooks for discussion in seminar. See Dr. Huerta’s syllabus for more information. As in your lecture classes, it is vitally important that you keep up with readings that are assigned at all times. If you do not keep up with the readings, it will affect your ability to participate in seminar discussions and will lower your participation grade.

**You will also need the following for seminar and other learning community courses:**
- A folder with brads to keep your seminar syllabus and activities in.
- Regular computer access with Microsoft Office and Internet (available on campus).
- Islander email and ability to check it regularly.
- Ability to save your computer generated work and transfer it between school, home, and among university computers (Laptop, USB Flash Drive, Internet drive).

**GRADE EVALUATION:**

**MID-TERM PROJECT / FINAL PORTFOLIO – 30%**
There will be two major projects that you will be working on this semester in seminar. The first is a midterm project worth 15% and a final portfolio, also worth 15% of your course grade. The midterm project will be due on **Friday, October 12th**, while the final portfolio will be due on **Tuesday, December 4th**. Details on each will be explained in class and be posted online.

**ATTENDANCE & PARTICIPATION – 30%**
It is vital that you attend each and every class. There is nothing that we will do that is not important to your success in this triad or will not contribute to enhancing your college career. To encourage attendance, I will take attendance every time we meet. It may be in the form of simply signing in on a sheet of paper or taking up something from you (daily writings, quizzes, group tasks). However, you are allowed **TWO ABSENCES**. Use them wisely! After the second absence, any extra absences will affect your grade. You do not have to email me the day you will not be in class. In addition, if you come to class, please participate! Your knowledge and opinion are valued and appreciated at every class meeting.

This course is designed to be effective when students actively engage and contribute to the success of the class. An A is not difficult to attain if you come to class, bring in any requested material, are prepared for discussion, and actively engage in a positive way. However, simply showing up will not earn you full points. Your participation in discussion, group work, etc. will determine your participation grade. Obviously if you have an attendance problem, you can expect this score to be correspondingly low, but factors such as excessive off topic talking, sleeping, inappropriate Internet use (Facebook, email, games, chat) and other inappropriate behaviors will lower your participation grade. Being a good citizen of the university and learning community is **required**!

- It is up to the student to pay close attention at all times to know when and how attendance is counted since any exercise may become proof of attendance.
- You cannot be successful in college or professional life unless you develop the habit of never missing any class, so please plan to attend every class.

**LEARNING COMMUNITY ASSIGNMENTS - 25%**
Most of the work we will do in this course will relate to your other courses in the learning community. To reward and encourage success on learning community assignments and projects, many will also count for credit in your First-Year Seminar course. We may also do small activities and assignments in Seminar to support the completion of – or reflection over – various assignments in the learning community.

**FIRST-YEAR CELEBRATION – 15%**
All students will attend and participate in the First Year Celebration (FYC) on November 29, 2012. FYC is an opportunity for students to share their academic work with the campus community. More information will be provided in the form of class discussion and an online assignment description.
**Important Dates**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>Wednesday, August 29</td>
<td>Last day to register/add a class</td>
</tr>
<tr>
<td>Monday, September 3</td>
<td>Labor Day Holiday</td>
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<tr>
<td><strong>Friday, November 2</strong></td>
<td><strong>Last day to drop a class</strong></td>
</tr>
<tr>
<td>November 22-23</td>
<td>Thanksgiving Holiday</td>
</tr>
<tr>
<td>December 3</td>
<td>Last day to withdraw from the University</td>
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<tr>
<td>Tuesday, December 4</td>
<td>Last day of classes</td>
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**Online Schedule**

A detailed schedule for this course can be found at: [http://www.tamucc.edu/wiki/LisaFerrell/Fall2012ClassPlans](http://www.tamucc.edu/wiki/LisaFerrell/Fall2012ClassPlans)

**Late Work**

Assignments will NOT be accepted late. It is your responsibility to be in class and turn your work in on time. Please contact me if there are extenuating circumstances that will cause you to miss a due date. There will be no make-ups for any assignment.

**Electronic Device Policy**

Please refrain from the use of electronic devices during class, as it is distracting to not only you, but also to your instructor and peers. Meaning, cell phones, laptops, ipads, ipods, and any other electronic device which might cause a distraction during class, needs to be put away, unless otherwise instructed. They must be on SILENT, not vibrate or ‘beep’. Laptops will be permitted for particular activities as deemed appropriate by the instructor, but will not be necessary for daily activities.

**Academic Honesty**

University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possessions of examinations or examination materials, forgery, or plagiarism.

**Notice to 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 believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Driftwood 101. If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

**Dropping a Class**

I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with me before you decide to drop to be sure it is the best thing to do. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. **November 2nd** is the last day to drop a class with an automatic grade of “W” this term.

**Grade Appeal Process**

As stated in University Rule 13.02.99.C2, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Rule 13.02.99.C2, Student Grade Appeals, and University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules Web site at [http://www.tamucc.edu/provost/university_rules/index.html](http://www.tamucc.edu/provost/university_rules/index.html). For assistance and/or guidance in the grade appeal process, students may contact the Office of Student Affairs.