Instructor:          Staff
Office Location:   FC XXX
Office Phone:      825-XXXX
Office Hours:      TBA
Email Address:     first.last@tamucc.edu
Website:           http://www.tamucc.edu/wiki/FirstLast/Home

Course Information: UCCP 1102.XXX         Day/Time         Room #

Course Description
First-Year Seminar is a two-semester course sequence required of all full-time first-year students. As the central component of a learning community, Seminar helps students achieve success, academically and socially, as they make the transition to the university. Seminar provides students with opportunities for meaningful interactions with faculty and peers about substantive matters as well as timely, constructive feedback about their learning. Students are immersed in an active learning environment with a purposefully integrated and contextualized curriculum, fostering the development of transferable skills and engaging them in the academic community. The goal of UCCP 1102 is for students to participate in academic discourse and take ownership of their education in preparation for their future coursework and careers.

Course Objectives
The objectives of First-Year Seminar II are to advance the six intellectual and practical skills defined by the Texas Core Curriculum:

- Critical Thinking Skills
- Communication Skills
- Empirical and Quantitative Skills
- Teamwork
- Social Responsibility
- Personal Responsibility

Student Learning Outcomes
- Reflect and integrate learning from learning community courses, including development of critical thinking skills, social and/or personal responsibility.
- Interact with faculty and peers about substantive matters through daily activities and discussions.
- Discover relevance of learning in the learning community through real-world applications.

Major Course Requirements

PORTFOLIOS – 30%
Two portfolios, each worth 15% of your course grade, will be due throughout the semester. See the online description for a better understanding of the portfolios, which are due on TBD and TBD.

PARTICIPATION AND ATTENDANCE – 30%
It is vital that you attend each and every class. There is nothing that we will do in here that is not important to your success in this course and the learning community as a whole. To encourage attendance, I will be taking up something from you (group work, reflective writing, quizzes) every time we meet. You are allowed two free absences. Use them well. After the second absence, any extra absences will affect your grade. Egregious tardiness and/or disruptions will negatively impact your participation grade.

LEARNING COMMUNITY ASSIGNMENTS – 20%
Throughout the course of the semester, you will complete assignments for other classes in the learning that will also count for credit in Seminar. All of these Triad XXX learning community assignments will collectively account for 20% of your final grade in Seminar.

FACILITATIONS – 20%
In order to allow you to take more ownership of your learning this semester, you will be assigned to work in groups to prepare class facilitations over lecture topics. Teams and topics will be assigned in early February and the facilitations will take place throughout the remainder of the semester.
**Important Dates**

- **Wednesday, January 27**: Last day to register or add a class
- **March 14-18**: Spring Break
- **Friday, April 8**: Last day to drop a class
- **Tuesday, May 3**: Last day of classes
- **May 5-11**: Final Examinations

**Online Schedule**
A detailed schedule for this course can be found at: [http://www.tamucc.edu/wiki/FirstLast/Spring2016ClassPlans](http://www.tamucc.edu/wiki/FirstLast/Spring2016ClassPlans)

**Course Policies**

**Late Work**
Any major assignment (such as a portfolio or paper) will be accepted late, at a penalty of a letter grade per calendar day late. Please contact me at least 24 hours in advance if there are extenuating circumstances that will cause you to miss a major due date.

**Cell Phones & Other Technology**
Please turn off your cell phones (or IPods, laptops, etc.), or turn them to silent, and put them away, before class begins, out of respect for your peers and me. I will try to remember to do the same!

**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 and Veterans**
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 CCH 116. 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.

**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. **April 8th** 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.C2.01, Student Grade Appeal Procedures, a student who believes that his or her final grade reflects academic evaluation which is arbitrary, prejudiced, or inappropriate in view of the standards and procedures outlined in this class syllabus, may appeal the grade given for the course. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. If the student believes the matter is not satisfactorily resolved at the student-faculty level, an appeal of the final grade in the class may be submitted, in writing, to the Director of University Core Curriculum Programs. For complete details, please visit: [http://academicaffairs.tamucc.edu/Rules_Procedures](http://academicaffairs.tamucc.edu/Rules_Procedures). For further assistance and/or guidance in the grade appeal process, students may contact the First-Year Seminar Coordinator.