

## Instructional Team

<i>Position</i>	<i>Name</i>	<i>Email</i>	<i>Office Location &amp; Hours</i>
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<b>Peer Leader</b>	Michael Gaytan	<a href="mailto:megaytan3@miners.utep.edu">megaytan3@miners.utep.edu</a>	UGLC 304 MW 3pm – 5pm TH 9am - 11am
<b>Librarian</b>	Ashley Thomas	<a href="mailto:adthomas3@utep.edu">adthomas3@utep.edu</a>	
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## Course Description

As part of the Entering Student Experience, UNIV 1301 supports students as they build a foundation for academic excellence, personal growth and professional success. Students will explore and embrace the knowledge, strengths and values they bring to the university. They will engage in introspection and self-reflection to validate their identities, experiences and aspirations. Students will learn to navigate UTEP, become familiar with campus resources and work to develop skills that will help them succeed in other university courses.

## Learning Objectives

### Identity Learning Objectives

- Students will explore their identities as learners and the relationship between their values, beliefs, and educational goals.
- Students will **reflect** on their unique strengths, talents, and skills and consider how they can utilize them to succeed in their academic and professional pursuits.

### Agency Learning Objectives

- Students will **reflect** on and develop their sense of personal agency to take ownership of their education.
- Students will acquire the knowledge, skills, and strategies needed to navigate the university and succeed in college.
- Students will enhance their communication, teamwork, and leadership skills through participation in meaningful activities.

### Belonging Learning Objective

- Students will **reflect** on what it means to belong and the importance of belonging to their college experience.
- Students will cultivate a sense of belonging and begin building networks of support in their campus communities.

### Aspiration Learning Objectives

- Students will clarify their academic and professional goals and begin developing a plan to accomplish them.
- Students will envision a post-college future and **reflect** on the legacy they wish to leave at UTEP and in their communities.

### The UTEP Edge

The UTEP Edge is our philosophy that acknowledges the many assets our students bring to the University. We provide a variety of high-impact experiences both in and out of the classroom through work of our faculty, staff, alumni, and community partners that build on these assets and talents. Many of the assignments and discussions in this class will further develop the talents you bring to this class such as developing your communication skills, teamwork, critical thinking, and problem solving.

### UTEP Edge Learning Objectives

Throughout the semester, this course will:

1. Integrate asset-based approaches into pedagogical practices, curricular and co-curricular programs, and advising
2. Increase delivery of and participation in high impact practices and other practices that lead to student success
3. Promote student engagement in and understanding of the value of reflective practices inside and outside the classroom
4. Embed professional preparation and readiness in curricular and co-curricular activities

### UTEP Edge Advantages

#### 1. Confidence

Advantage: Be self-assured through appreciating your own talents, abilities, skills, and qualities.

Learning Outcome: Students will articulate gains in self-confidence by identifying, evaluating, and building their talents, abilities, strengths, and skills.

#### 2. Teamwork

Advantage: Participate as an effective, efficient member of a group to meet a common goal.

Learning Outcome: Students will collaborate effectively with individuals and groups to accomplish a common goal while demonstrating respect and value for a diversity of perspectives.

### CORE Learning Outcomes

Communication

Advantage: Reach mutual understanding through effective exchange of information, ideas, and feelings.

Learning Outcome: Students will demonstrate effective communication strategies appropriate to purpose, genre, context, and audience.

### Critical Thinking

Advantage: Act ethically and responsibly for the benefit of society and the public good.

Learning Outcome: Students will demonstrate their ability to act ethically and responsibly for the benefit of society by articulating an awareness of social problems, exercising ethical leadership practices, engaging in civic, political, or community activities and/or advocating for social justice.

### Required Texts

We will be reading two texts in this course. They are:

1. *This I Believe: The Personal Philosophies of Remarkable Men and Women* by Jay Allison.  
You can purchase this book at the [UTEP Bookstore](#) OR contact your instructor for information about purchasing the e-book.

### Assignments and Grades

Grades in this class are determined as follow:

Category	Points
Attendance	100
Common Read	100
Research Component	100
Becoming a Miner Autoethnography	400
Discretionary	300
Total	1000

Total Points Earned	Final Grade
1,000-900	A
899-800	B
799-700	C
699-600	D
599-0	F

### Common Read

*This I Believe: The Personal Philosophies of Remarkable Men and Women* by Jay Allison will be our common read. You will be graded on participation and assignments. We will have four check ins with a total of two readings per check in.

### Becoming a Miner Autoethnography

Throughout the semester, you will participate in various course, campus, and community activities that will help shape your entering student experience at UTEP. You will document these experiences in a Becoming a Miner Autoethnography. The autoethnography is worth 400 points.

### Participation

Participation will be based on the activities we do in class. Attendance is very important to get the participation points.

**When possible, assignments in this course are graded pass/fail.** To earn a “pass,” your assignment must 1) be completed in full and 2) meet minimum standards for college-level work. If you have any questions about the graded feedback you receive from your instructor or peer leader, email your instructor to set up an appointment to discuss your concerns.

### Fall 2023 Important Dates

Aug 28th	Fall classes begin
Aug 28th-Sept 1st	Late Registration (Fees are incurred)
Sept 4th	Labor Day Holiday- University Closed
Sept 13th	<b>Fall Census Day</b> Note: This is the last day to register for classes. Payments are due by 5:00 pm.
Sept 25th	20 <sup>th</sup> Class Day Note: Students who were given a payment deadline extension will be dropped at 5:00 pm if payment arrangements have not been made.
Nov 3rd	<b>Fall Drop/Withdrawal Deadline</b> Note: Student-initiated drops are permitted after this date, but the student is not guaranteed a grade of W. The faculty member of record will issue a grade of either W or F.
Nov 23rd-24th	Thanksgiving Holiday- University Closed
Dec 7th	Fall– Last day of classes
Dec 8th	Dead day
Dec 11th-15th	Fall Final Exams
Dec 20th	Grades are posted to student records; students are notified of grades and academic standing

## Course Management System

**Blackboard** is the online course management system we will use throughout the semester. You can access Blackboard through [my.utep.edu](http://my.utep.edu). In Blackboard, you can view the syllabus, course calendar, and other supplemental materials related to the course. You must check Blackboard daily for course announcements, assignments, and updates.

The Blackboard app is great for course announcements, emails, and discussions. However, a desktop or laptop computer is recommended for downloading and/or reading course materials, uploading documents or submitting assignments. Call the Help Desk, 747-5257, if you need help with access. Should Blackboard go down for maintenance or other interruptions, email your instructor for assistance.

## Required Technology

Students in this class must be able to regularly access to the following:

- ✓ **A computer with internet access.** This course cannot be completed without access to a computer and the Internet. Inability to complete an assignment due to the limitations of the Blackboard app on phones or tablets is not an acceptable reason to miss an assignment or to not follow deadlines or directions.
- ✓ **A web browser** that supports Blackboard, YouTube, TED Talks, Yuja, Kanopy, and other forms of media as needed throughout the course.
- ✓ **Microsoft Office365.** Assignments must be submitted as a Word document (doc or docx) or PDF. **Attachments in any other format** will not be graded. You can download a free copy of Microsoft Office [here](#).

## Course Policies

### Absence Policy

This is a discussion/workshop class, not a lecture class. You are expected to attend each class period and to participate in discussions, group projects, and in-class activities. You are allowed a total of three class absences. Unless arrangements are made with your instructor, you will be dropped on the 4<sup>th</sup> class absences.

**Tardiness:** Tardiness is a cumulative offense that disrupts instruction, and the concentration and focus of your classmates. For every 10 minutes you are tardy, you will be counted absent and will be applied to the absence policy.

DO NOT be late to guest presenter sessions; you will automatically be counted absent if you walk into class during a campus resource presentation.

### Late Work

Late work is not accepted; if there are circumstances that you need to discuss with me regarding late work, please see me at office hours.

### Course Drop/Withdrawal

You may be dropped from this course if you exceed the required amount of absences and/or fail to keep current with assignments unless arrangements are made with your instructor.

## COVID-19

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let your professors know as soon as possible so we can provide appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your results to [covidaction@utep.edu](mailto:covidaction@utep.edu), so that the Dean of Students Office can provide you with support and help with communication with your professors. The Student Health Center is equipped to provide COVID-19 testing.

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people. The best way that Miners can take care of Miners is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area and is frequently offered on campus. For more information about the current COVID-19 rates, testing, and vaccinations, please visit [epstrong.org](http://epstrong.org).

## Syllabus Change

Except for changes that substantially affect the grading statement, this syllabus is a guide for the course and is subject to change. Any changes to the syllabus will be announced in class and/or on Blackboard. It is your responsibility to stay updated.

## University Policies Accommodations

The Americans with Disabilities Act requires that reasonable accommodations be provided for students with disabilities. Please contact CASS at 747-5148, Union East 106, or [cass@utep.edu](mailto:cass@utep.edu).

## Academic Integrity

Scholastic dishonesty is **never** tolerated by UTEP or by the Entering Student Experience. All suspected cases are reported to the Office of Student Conduct and Conflict Resolution (OSCCR) for review. For more info, click [here](#).

## Copyright and Fair Use

The university requires all members of its community to follow copyright and fair use requirements. Students are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend students nor assume any responsibility for student violations. Violations of copyright laws could subject students to federal and state civil penalties and criminal liability as well as disciplinary action under university policies.

## Student Conduct

[From the Handbook of Operating Procedures: [Student Conduct and Discipline](#)]. Each student is responsible for notice of and compliance with the provisions of the Regents' *Rules and Regulations*, which are available [here](#).

## Links to Campus Resources

- [Academic Advising Center](#)
- [Counseling and Psychological Services](#)
- [Center for Accommodations and Support Services](#)
- [Financial and Social Support Services \(FSSS\)](#)
- [Food Pantry](#)
- [Foster, Homeless, Adopted Resources \(FHAR\)](#)
- [History Tutoring Center](#)
- [Math Resource Center for Students \(MaRCS\)](#)
- [Miner Learning Center](#)
- [Student Financial Aid](#)
- [Student Health & Wellness Center](#)
- [Student Success Helpdesk](#)
- [University Career Center](#)
- [University Writing Center](#)
- [UTEP Edge](#)
- [UTEP Library](#)
- [UTEP Police Department](#)
- [Military Student Success Center](#)

# University 1301: Fall 2023 Course Calendar

This calendar is subject to change with advance notice. Check Blackboard announcements daily for updates.

Assignments for the week are due Sunday at 11:59 PM in Blackboard unless the calendar states otherwise.

Please note: The calendar does NOT list all assignments you will complete in class.

Wk	Topic	Start Date	End Date	Day	ASSIGNMENTS	Campus Events / Important Dates	OVERVIEW
1	Identity	28-Aug	3-Sep	29-Aug	Introduction *****	Welcome Week	Week 2: we will not be attending the Work @ UTEP Fair; meet in the classroom as scheduled. We are required to attend one job fair, which will be on September 21
				31-Aug	Syllabus Time Management		
2		4-Sep	10-Sep	5-Sep	E-mail etiquette w/Peer Leader Bio *****	Sept 4: Labor Day Holiday- University Closed	
				7-Sep	Meet in classroom <a href="#">ATTEND Sept 7 Work @ UTEP Fair during class</a>		
3		11-Sep	17-Sep	12-Sep	Common Read, This I Believe "A": Identity *****	Sept 11-16: Fall Career Week Sept 13: Census Day	
				14-Sep	Set Up Canva <a href="#">UTEP Edge (Research)</a> Reflection + 3 artifacts		
4	18-Sep	24-Sep	19-Sep	ATTEND Library Sept 19 during class time (Agency Research) *****	Sept 21 & 22: Career Expo		
			21-Sep	ATTEND Career Expo during class (Sept 21 & 22: Career Expo)			
5	25-Sep	1-Oct	26-Sep	Wrap-up Career Event/Expo Peer leader meetings begin <a href="#">UTEP Edge (Research)</a> *****			
			28-Sep	<a href="#">Note Taking Theories and Strategies</a>			
6	2-Oct	8-Oct	3-Oct	Academic Advising (Pending) *****			



6	Agency	2-Oct	8-Oct	5-Oct	Acad Integrity OSCCR		
7		9-Oct	15-Oct	10-Oct	*****	Oct 11-12: Survivor Series (Identity and Agency)	
				12-Oct	Reflection + 3 Artifacts		
8	16-Oct	22-Oct	17-Oct	Common Read: This I Believe "B": Agency *****	Oct 18-19: Survivor Series (Identity and Agency)		
			19-Oct	ATTEND Survivor Series Wed Oct 19			
9	Aspiration	23-Oct	29-Oct	24-Oct	Strengths Finder *****		
				26-Oct	Course drop deadline/GPA calc		
10		30-Oct	5-Nov	31-Oct	Choices360 *****	Nov 3: Course Drop Deadline	
	2-Nov			Strengths Finder Workshop			
11	6-Nov	12-Nov	7-Nov	Resume Writing *****	Nov 8-9: Survivor Series (Belonging and Aspiration)		
			9-Nov	Common Read: This I Believe "C": Aspiration			
12	13-Nov	19-Nov	14-Nov	Resume Writing - Career Center Career Resources (tentative)	Nov 15-16: Survivor Series (Belonging and Aspiration)		
			16-Nov	Reflection + 3 Artifacts ***** ATTEND Survivor Series Thu Nov 16			
13	Belonging	20-Nov	26-Nov	21-Nov	Common Read: This I Believe "D": Belonging *****	Nov 23-24: Thanksgiving Holiday-University Closed	
				23-Nov	Thanksgiving		
14		27-Nov	3-Dec	28-Nov	UTEP Supporting them as a student (Research) *****		

14	Below	27-Nov	3-Dec	30-Nov	Autoethnography Review		
15		4-Dec	10-Dec	5-Dec	Heritage House *****		
				7-Dec	Reflection + 3 Artifacts FINAL REFLECTION (Ch 5)		
16	Finals Week	11-Dec	15-Dec	Becoming a Miner Autoethnography Due			

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Not listed with assigned weeks and/or specific due dates:

1. One ESE event
2. Career Fair events / assignment