UNIV 1301

Course Description

UNIV 1301 is a course that provides a common first-year experience, wherein students employ their agency to develop strategies for academic, career, and lifelong success. This course will help students build a foundational network of support to increase their sense of belonging and commitment to the University. UNIV 1301 will prepare students for internships, employment, undergraduate research, and community-engaged learning experiences. Students will engage in enriching experiences to understand and develop their personal strengths, enabling them to succeed in college and beyond.

Learning Outcomes:

- Students will increase their sense of agency by exploring, reflecting on, and documenting their entering student experience to clarify academic and professional aspirations
- Students will participate in and reflect upon campus and community experiences to expand and deepen their sense of belonging at UTEP and in the local community
- Students will engage as members of an academic community by developing reading, writing, and critical thinking skills transferable to their professional and life goals
- Students will participate in meaningful hands-on learning and enriching experiences to identify, assess, and strengthen their professional and leadership skills
- Students will experience an environment of trust by developing a network of faculty, staff, peers, and community members to establish a strong foundation of academic and professional support

UTEP EDGE: You will become more aware of the UTEP Edge and your Edge Advantages through this course. You will become more familiar with and strengthen the many assets you bring to the university.

Required Texts

1. The Five Pillars: Success in College and Beyond: [Link]
2. A Dream Called Home: A Memoir by Reyna Grande
UTEP Bookstore to purchase the novel (physical copy)
You can purchase the e-book version wherever you normally purchase your e-books.
You can purchase it directly from the Publisher as an audio book, ebook, or paperback. You can also purchase it in Spanish.

Syllabus Contents

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UNIV 1301 Course Policies
Contact Information

Instructor Information:
Name: Daniel Duarte  
Email: dduarte@utep.edu  
Office location: UGLC 130, W 2:00 – 4:00 and TR 1:00 – 3:00

Peer Leader Information:
Name: Maria F. Avila
E-mail: mavila22@miners.utep.edu
Office location: pending
Office hours: pending

Librarian Information:
Name: Jacob Galindo
Email: jrgalindo@utep.edu
Office location: Library

Academic Advisor Information:
Name: Dario Saucedo
E-mail: ddsaucedori@utep.edu
Office location: Acad. Advising Cntr

Talented Students / Enriching Experiences / Lifelong Success

Course Assignments

Attendance: This is a discussion/workshop class, not a lecture class. Therefore, you must attend each class period to participate in discussions, group projects, and in-class activities that will develop and strengthen your five pillars of success.

Common Reading: Throughout the semester, you will read one woman’s personal and academic journey. Using her journey as a starting point, you will reflect on how your academic journey is building your five pillars of academic success (agency, belonging, engagement, academic success, and professional preparation) while in college.

Digital Story: 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 and create a multimodal digital story.

Participation: You will participate in activities, events, workshops, and discussions throughout the semester that help develop your five pillars of success. More specifically:

Academic Success: You will engage in critical thinking and exploratory assignments related to academic success skills, academic advising, and library resources. You will also meet with the instructional team during the semester to discuss your academic progress.

Agency: You will understand what it means to have agency. You will develop your agency by participating in activities and discussions that encourage reflection and growth.

Engagement & Belonging: You will engage with campus resources and participate in UTEP events and campus talks to increase your sense of belonging at UTEP.

Professional Preparation: You will participate in a series of professional preparation activities that include identifying and building your strengths, exploring possible careers and internships, participating in a mock interview, and creating a résumé.

UNIV 1301 End-of-Semester Survey: At the end of the term, you will receive a survey invitation from CIERP requesting your feedback about your experiences in UNIV 1301. This is different from the state-mandated Course Evaluations found on My.UTEP.edu. Survey completion is required.

ESE Speaker Series: These one-hour talks are sponsored by the Entering Student Experience and are required viewing for UNIV 1301 students. You may attend the talk live (in person) OR watch the recording of the talk later. More information TBA.

Course Point Values

Here are the point values for the major assignments you will complete in UNIV 1301:

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<tr>
<th>Assignment</th>
<th>Points</th>
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<tbody>
<tr>
<td>Attendance</td>
<td>200 points</td>
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<tr>
<td>Common Read</td>
<td>200 points</td>
</tr>
<tr>
<td>Digital Story</td>
<td>200 points</td>
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<tr>
<td>Participation</td>
<td>400 points</td>
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<td><strong>Total:</strong></td>
<td><strong>1,000 points</strong></td>
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</table>

The grade distribution for UNIV 1301 is as follows:

A 900-1000 points
B 800-899 points
C 700-799 points
D 600-699 points
F 0-599 points

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.

UTEP Events

Spring Career Fair
R Feb 3 | 9a-3p | TRCC, Union E 3rd floor
F Feb 4 | 9a-3p | Hybrid (JobMine)

LinkedIn Learning Event
T Mar 1 | TBA | Centennial Plaza

Miner Manners: Mastering Dining Etiquette
R Mar 10 | 5:30p-8:30 | TBA

Internship and Part-Time Job Fair
T Apr 5 | 9a-1p | TRCC, Union E 3rd floor

Additional events listed on the UTEP Events page: https://events.utep.edu/
UNIV 1301 Attendance Policy
Attendance, punctuality, and class participation are vital to your success in this course and are important components to your final grade.
~ If you are more than 10 minutes late to class, you will be counted as absent. You will accrue absences for every ten minutes you are late.
~ Absences may only be excused with documentation of illness or other reasonable circumstances; please do not schedule appointments for other University business during our class time as they will not be excused.
~ Absences will only be discussed at office hours - not before or after class time.
Per University policy you may be dropped for reasons of Neglect as a result of absences or for Lack of Effort; Lack of Effort is evidenced by behaviors of sleeping in class, cell phone or laptop use in class during instruction, and consistently submitting substandard work.

Course Drop / Withdrawal Policy
~ You may be dropped on the occasion of your 3rd absence. I encourage you to visit office hours if you are concerned about your attendance.

Late Work Policy
Work submitted late after stated deadlines will be deducted a letter grade; late work may be submitted within 12 hrs of the stated due date at which time the assignment will close in Blackboard and will not accept submissions.

COVID-19 Policy
Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, so that we can work on appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your results to 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 will be available at no charge on campus during the first week of classes. For more information about the current rates, testing, and vaccinations, please visit epstrong.org.

UTEP Policies

ADA: The ADA requires that reasonable accommodations be provided for students with disabilities. Please contact CASS at 747-5148, Union East 106, or cass@utep.edu.

Academic Integrity: Scholastic dishonesty is never tolerated by UTEP or the Entering Student Program. 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.
Backboard Ultra is the online course management system we will use throughout the semester. You can access Blackboard through my.utep.edu. In Blackboard you can view the syllabus, course calendar, and other supplemental materials related to the course. You can also send e-mails to your classmates or instructional team. 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.

**Technical Requirements**

- ✓ A computer with internet access. This course cannot be completed without access to a computer or 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 or equivalent. 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 as a UTEP student here.

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**Netiquette Guidelines**

Be respectful of other’s ideas, opinions, and beliefs. It’s fine to disagree with someone, but please respect their right to think differently. Do not attack or insult your classmates, peer leader, or instructor.

When responding to your peers, be sure to address the idea and not the person. You should never use insults or resort to name-calling, as neither are appropriate in an academic setting.

With that said, keep in mind that interacting online doesn’t allow for the use of facial expressions and other non-verbal cues to convey meaning; be cautious of the tone used in your posts and don’t assume an emoticon (😊) will convey your tone or intent.

All inappropriate behavior will be reported to UTEP’s Office of Student Conduct & Conflict Resolution office for review.

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**Assignment Format**

All assignments submitted in UNIV 1301 should follow this format unless otherwise stipulated by the instructor:

- **Times New Roman | 12 pt font | one-inch margins | double-spacing**
- Formal APA papers will require a cover page; visit the Purdue OWL for examples
Helpful Campus Resources

Academic Advising Center [https://www.utep.edu/advising/]
Counseling and Psychological Services [https://www.utep.edu/student-affairs/counsel/]
Center for Accommodations and Support Services [https://www.utep.edu/student-affairs/cass/]
Financial and Social Support Services (FSSS) [https://www.utep.edu/advising/students_we_serve/fhar.html]
Food Pantry [https://www.utep.edu/student-affairs/foodpantry/]
Foster, Homeless, Adopted Resources (FHAR) [https://www.utep.edu/advising/students_we_serve/fhar.html]
History Tutoring Center [https://www.utep.edu/liberalarts/history/resources/student-resource/history-tutoring-center.html]
Math Resource Center for Students (MaRCS) [https://www.utep.edu/science/math/marcs/]
Military Student Success Center [https://www.utep.edu/student-affairs/mssc/]
Miner Learning Center [https://www.utep.edu/mlc/]
Student Financial Aid [https://www.utep.edu/student-affairs/financialaid/]
Student Health & Wellness Center [https://www.utep.edu/chs/shc/]
Student Success Helpdesk [https://www.utep.edu/advising/student_resources/student-success-helpdesk.html]
University Career Center [https://www.utep.edu/student-affairs/careers/]
University Library [https://www.utep.edu/library/]
University Writing Center [https://www.utep.edu/uwc]
UTEP Edge: [https://www.utep.edu/edge]
UTEP Police Department [https://www.utep.edu/police]
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<th>Week</th>
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<th>Topic</th>
<th>Assignments</th>
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| 1    | 1/19       | Introduction and Welcome | READ A DREAM CALLED HOME (DCH)  
1st CHECK-IN IS DUE WEEK 3:  
See Blackboard Week 1 for Check-in Details  
BEFORE WEEK 2 READ "AGENCY" at https://pillars.utep.edu/SEE BLACKBOARD FOR TEXTBOOK READINGS TO COMPLETE EACH WEEK. |
|  |           | ICE BREAKERS SYLLABUS REVIEW | |
| 2    | 1/24/2022 1/26/2022 | TIME MANAGEMENT DIGITAL STORY #1 IS DUE; CREATE IN CANVA, BUT SUBMIT SHARED LINK IN BLACKBOARD *** CAMPUS EVENT 1 & 2 PLANNING | READ "ACADEMIC SUCCESS" at https://pillars.utep.edu/SEE BLACKBOARD FOR TEXTBOOK READINGS TO COMPLETE EACH WEEK.  
DCH 1 CHECK IN DUE 1st MEETING NEXT WEEK |
| 3    | 1/31/2022 2/2/2022 | DCH DISCUSSION #1; CHECK IN 1 DUE BEFORE CLASS; OPENING: SPEAKER SERIES *** NOTE TAKING; 5 PILLARS DISCUSSION | 2/2/2022 (Wednesday) OPENING of the Speaker Series; If you cannot attend, session will be recorded.  
2/16/2022 (Wednesday) AGENCY: Speaker Series; If you cannot attend, session will be recorded. |
| 4    | 2/7/2022 2/9/2022 | AT LAB: LIBRARY SCAVENGER HUNT & LIBRARY MODULES A, B, C *** TEST PREPARATION; PEER LEADER: EMAIL ETIQUETTE | DCH #2 DUE WEEK 5 BEFORE 2nd CLASS  
DCH #3 DUE WEEK 7 BEFORE 1st CLASS  
BEFORE WEEK 8, READ "ENGAGEMENT" at https://pillars.utep.edu/SEE BLACKBOARD FOR TEXTBOOK READINGS TO COMPLETE EACH WEEK. |
<p>| 5    | 2/14/2022 2/16/2022 | AT LIBRARY RM 204A; VISIT WITH JACOB GALINDO; ATTEND AGENCY: SPEAKER SERIES DIGITAL STORY #2 IS DUE SUNDAY *** DCH DISCUSSION; CHECK IN #2 DUE BEFORE CLASS; | UTEP COMPUTER LAB: LIBRARY Rm 336 |</p>
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<td><strong>ACADEMIC ADVISING PREPARATION; HOW TO RUN A DEGREE EVALUATION</strong></td>
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<td><strong>OSCCR AND ACADEMIC INTEGRITY</strong></td>
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<td>2/28/2022</td>
<td>DCH DISCUSSION, CHECK IN #3 DUE BEFORE CLASS;</td>
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<td>3/2/2022</td>
<td><strong>ATTEND ACADEMIC SUCCESS</strong>: SPEAKER SERIES</td>
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<td>WRITE DIGITAL STORY #2 IN CLASS; Due SUNDAY</td>
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<td>3/2/2022</td>
<td>CAMPUS EVENT #1 DUE SUNDAY ENDING WEEK 8</td>
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<td>3/2/2022 (Wednesday) ACADEMIC SUCCESS Speaker Series; If you cannot</td>
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<td>attend, session will be recorded.</td>
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<td>3/9/2022 ENGAGEMENT Speaker Series; If you cannot attend, session will</td>
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<td>be recorded.</td>
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<td>DCH #4 DUE WEEK 9</td>
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<td>ACADEMIC ADVISING;</td>
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<td>3/9/2022</td>
<td><strong>ATTEND ENGAGEMENT</strong>: SPEAKER SERIES</td>
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<td>OSCCR AND ACADEMIC INTEGRITY; DIGITAL STORY #3 Due SUNDAY</td>
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<td>3/14</td>
<td>Spring Break</td>
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<td>3/30/2022</td>
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<td>DCH #5 DUE WEEK 11</td>
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<td>4/4/2022</td>
<td><strong>RESUME WRITING;</strong></td>
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<td>4/6/2022</td>
<td><strong>ATTEND PROFESSIONAL PREP</strong>: SPEAKER SERIES</td>
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<td>DIGITAL STORY #5 IS DUE SUNDAY</td>
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<td>DCH DISCUSSION, CHECK IN #5 DUE BEFORE CLASS</td>
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| 12   | 4/11/2022 - 4/13/2022 | Career Center Resources  
**INTERNSHIPS AND MOCK INTERVIEW OR INTERVIEW STREAM** |
| 13   | 4/18/2022 - 4/20/2022 | **ATTEND BELONGING** Speaker Series: Belonging Journal Only, No Check-In  
**RUBIN CENTER VISIT; CAMPUS EVENT**  
4/20/2022 Belonging Speaker Series; If you cannot attend, session will be recorded. |
| 14   | 4/25/2022 - 4/27/2022 | Semester Check-In  
**UTEP STUDY ABROAD** |
| 15   | 5/2/2022 - 5/4/2022 | **AT LAB DIGITAL STORY FEEDBACK/REVIEW**  
**CONCLUSIONS: LAST DAY OF CLASS; FINAL DIGITAL STORY PDF DUE TODAY BY 5:00 PM** |
| 16   | 5/9 - 5/13 | **Final Exams** |