

University 1301

for Transfer Students
Spring 2023
24256 TR 12:00 - 1:20
EDUC 108

Instructional Team

Instructor Daniel Duarte	Email dduarte@utep.edu	Office Location & Hours UGLC 130 T: 9:00 – 11:00 W: 11:00 – 1:00 Thur: 9:00 – 11:00
Peer Leader Taisha Gonzalez	Email tgonzalez15@miners.utep.edu	Office Location & Hours See Blackboard Homepage
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Course Description

University (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
- ✓ Students will demonstrate comprehension of a variety of written texts and other information sources by analyzing and evaluating the logic, validity, and relevance of information to solve challenging problems, to arrive at well-reasoned conclusions, and/or to develop and explore new questions.

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 Outcomes

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

1. 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.

2. 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. [*The Five Pillars: Success in College and Beyond*](#) (This is a free digital textbook; click the link to open)
2. *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:

Assignment Category	Points Value
Attendance	100 (10%)
Common Read	100 (10%)
Digital Story	200 (20%)
Participation	600 (60%)
Total Points Possible:	1,000 points

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 five check ins with a total of two readings per check in.

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 along with your take on *This I Believe* in an e-book. The digital story is worth 200 points.

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

Most 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.

Spring 2023 Important Dates

MLK Day (UTEP Closed)	Jan 16
First Day of Class	Jan 17
Census Day	Feb 1
Mid-Term Grades Available	
Spring Break (No Classes)	Mar 13-17
Course Drop Deadline	Mar 30
Cesar Chavez Day	Mar 31
Dead Day (No Classes)	May 5
Final Exams	May 8-12
Final Grades Available	May 18

Course Management System

Blackboard 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 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 4th class absence.

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.

Late Work:

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.

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, 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.

Communication and Behavior: Please be respectful to each other. Offensive behavior will not be tolerated. You might hear ideas that you do not agree with, as happens in a University setting, but you are expected to follow University policies of student conduct at all times.

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.

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](#).

Final Exam Policy: Exemption from final examination may not be given. Final examinations are scheduled to be two hours, forty-five minutes in length and take place during the final examination period. It is the policy of the university not to administer a second final examination in the course. It is also university policy that students shall not have more than two final examinations in a single day. In the unlikely event that the examination schedule results in a student having three final examinations on a single day, the faculty member upon the request of the student shall reschedule the second of that student's three examinations.

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 \(MaRCS\)](#)

[Military Student Success Center](#)

[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](#)

** This syllabus is a live, shared document – see Syllabus Change Policy

Week	Mon	Tuesday	Wed	Thursday	Friday	Saturday	Sunday
1		1/17 Introductions; Syllabus Review; HW: Time Management	1/18	1/19 5 Pillars Discussion Board; Enid Martin Transfer Presentation; Begin Digital Story 1	1/20 Syllabus Quiz Due	1/21	1/22 5 Pillars Discussion due; Time Management Worksheet Due
	1/23	1/24 Agency/Identity - do not meet in class – go directly to Survivor Series Session!!; HW: Digital Story #1 Due this week	1/25	1/26 Read This I Believe “A”; Team Assignments; Finish Digital Story 1 in CANVA, in class 📄 (bring laptops); ESE Campus Event Requirement Choices	1/27 Digital Story 1 URL due	1/28	1/29 Agency Worksheet Due; Time Management Due
3	1/30	1/31 This I Believe “A” due before class for discussion; HW: Note Taking due Sunday	FEBRUARY 1 CENSUS DAY	2/2 Spring Career Fair – meet at Tomas Rivera Conf Center, Union E. 3 rd floor	2/3	2/4	2/5 Note Taking due
	2/6	2/7 Note Taking Presentation; Begin Research Project	2/8	2/9 Public Speaking skills; Email Etiquette with PL; Read This I Believe B	2/10	2/11	2/12 Email Assignment Due; Research Proposal Due
5	2/13	2/14 This I Believe “B” due before class	2/15	2/16 Work on Digital Story Chapter 1 in Class 📄	2/17	2/18	2/19 DS Chapter 1 due; Academic Integrity Due
	2/20	2/21 Academic Advising Presentation;	2/22	2/23 OSCCR Presentation – Notes due today; Read This I Believe “C”	2/24	2/25	2/26
7	2/27	2/28 This I Believe C due before class for discussion; Write Digital Story Chapter 2 in Class 📄	MARCH 1	3/2 Meet at Library with Jacob Galindo, Librarian; Begin Individ. Research Worksheet	3/3	3/4	3/5 DS Chapter 2 is due
	3/6	3/7 Study Abroad Presentation	3/8	3/9 Intro Strengths Finder; Write Digital Story Ch 3 📄; Read This I Believe “D” (no discussion)	3/10	3/11	3/12 Digital Story Chapter 3 due

	3/13	3/14	3/15	3/16	3/17	3/18	3/19
	SPRING BREAK 2023						
9	3/20	3/21	3/22	3/23	3/24	3/25	3/26
		Meet at LAB for StrengthsFinder Assessment; This I Believe "D" is due (no Discussion)		Engagement - do not meet in class – go directly to Survivor Series Session!!; Research Worksheet due			Strengths Finder due; Engagement activity due;
10	3/27	3/28	3/29	3/30	3/31	APRIL 1	4/2
		Resume Writing in Class; HW: Digital Story Chapter 3		DROP DEADLINE; StrengthsFinder Analysis in class – bring results with you; Read This I Believe "E"	NO CLASSES CESAR CHAVEZ	;	Digital Story Chapter 4 due
11	4/3	4/4	4/5	4/6	4/7	4/8	4/9
		This I Believe Discussion "E" due before class today for discussion		Complete Choices 360 at LAB; Contact or see Career Center for Resume Review	SPRING STUDY DAY		Choices 360 due (class will determine)
12	4/10	4/11	4/12	4/13	4/14	4/15	4/16
		Career Center Resources Presentation – review resume deadline; Interview Skills Assignment due Week 13		Belonging - - do not meet in class – go directly to Survivor Series Session!!; HW Digital Story Chapter 4			Research Project team evaluation and status report due ; Belonging Activity Due
13	4/17	4/18	4/19	4/20	4/21	4/22	4/23
		Graduate School Presentation; Grad school research; HW: MineTracker		Interview Skills Practice in Class;			Grad school research due; Mine Tracker due
14	4/24	4/25	4/26	4/27	4/28	4/29	4/30
		3 Part Resume submission in Class due today; Work on research project or digital story in class		Digital Story Review and Feedback in class			
15	MAY 1	5/2	5/3	5/4	5/5	5/6	5/7
		Research Project Presentations Projects due Today at 11:00 pm		LAST DAY CLASSES; Conclusion; Surveys and Course evaluation. Digital Story PDF is due			
16	5/8	5/9	5/10	5/11	5/12	5/13	5/14
	FINALS WEEK						