# Proposal & Syllabus
## Fall 2018

<table>
<thead>
<tr>
<th>CLASS MEETING TIME</th>
<th>Friday 09:00 AM – 11:50 AM</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLASS MEETING PLACE</td>
<td>EDU 305</td>
</tr>
<tr>
<td>INSTRUCTOR:</td>
<td>Dr. Henry Van</td>
</tr>
<tr>
<td>INSTRUCTOR’S OFFICE NUMBER/BUILDING</td>
<td>ACES Office 001</td>
</tr>
</tbody>
</table>
| OFFICE HOURS (Dr. Van’s) | Mon. & Wed - 08:30 AM – 11:00 AM 
Tue & Thu - 08:30 AM – 11:00 AM |
| PHONE:             | 915-255-9593 (Cell)         |
| EMAIL:             | hvan2@utep.edu              |
| PEER LEADER:       | Alejandro Beltran Alvarez   |
| PEER LEADER’S OFFICE NUMBER/BUILDING | UGLC 214 Wed. & Fri. – 12:00 PM – 1:00 PM |
| PEER LEADER PHONE  | TBD                         |
| EMAIL              | Agbeltran2@miners.utep.edu  |
| ADVISOR:           | Linda Vera, Email: lsvera@utep.edu, Tel: 747-6779 |
| LIBRARIAN:         | Debjani Mukhopadhyay dmukhopadhyay@utep.edu |
| ADDITIONAL READING:| “Borders” Book – Can find it in the Library. |
| CLASSMATES CONTACT INFORMATION | Name: ____________________________
Tel. No.: ____________________________
Email: ____________________________ |
OTHER MATERIALS NEEDED:

- One 3 ring binder or notebook for readings/handouts, class notes, assignments and/or journal entries.
- Access to computer or laptop.
- Scientific calculator.

COURSE DESCRIPTION

“Foundations of Engineering” is the Gateway to your engineering education at the University of Texas at El Paso and to the exciting profession of engineering. You will have the opportunity to make meaningful connections to the magic of engineering and to contribute to the UTEP legacy of leadership in developing outstanding students and career professionals. The Foundations you build will enable you to be a successful student and a successful engineer! The foundations are tools for developing:

- Academic skills and personal growth skills.
- Engineering skills in critical thinking and problem solving.
- Mathematical tools and applications for engineering.
- Connections with the engineering profession and opportunities to appreciate the world of engineering.

At the end of the semester you will:

- Develop and apply elements of leadership through effective individual participation and meaningful team collaboration.
- Examine your roles and responsibilities crucial for your success in college and beyond.
- Identify, assess, and build on your strengths and experiences to develop academic and transitional strategies necessary for success in your academic, career, and life goals.
- Engage in research and critical thinking activities that demonstrate your ability to effectively integrate your learning within, across, and beyond academic settings.
- Engage in campus and community activities to increase your sense of academic and social belonging.
STUDENT CONDUCT

All students are expected and required to obey federal, state, and local laws, to comply with the Regents' Rules and Regulations, with The University of Texas System and University rules and regulations, with directives issued by an administrative official of the U.T. System or The University of Texas at El Paso in the course of his or her authorized duties, and to observe standards of conduct appropriate for an academic institution.

SYLLABUS CHANGE POLICY

Except for changes that substantially affect the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with advance notice.

UTEP FINAL EXAM POLICY

Exemption from final examinations cannot be given. Final examinations are scheduled to be two hours, forty-five (45) 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 a 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.
COPYRIGHT STATEMENT

Some of the materials in this course are copyrighted. Violation of US copyright law can result in civil damages up to $100,000 for each work copied. Copying of textbooks is not “fair use” under the Copyright Act. The “fair use doctrine” only permits non-commercial copying of part (in general, not more than 10%) of a copyrighted work. Do not bring a copied textbook to this class. Your cooperation is expected.

GRADING:  
2 Exams 40%  
Final Exam 20%  
Project and Presentation 20%  
Homework, quiz, class participation, activities and survey 20%

PROJECT:  
The project will be a team design engineering project. More information and deadlines about the project will be given at a later date.

PRESENTATION:  
The presentation will be about the project you designed. It will be a fifteen-minute presentation using PowerPoint. All of the team members are required to present.

HOMEWORK:  
The homework must be turned in at the beginning of the class by the due date. As part of your homework, you will be required to have at least 1 mentoring session with your professor and peer leader and attend several campus events.

QUIZZES:  
The quizzes will be given at the beginning of the class. No make-up quiz will be given if you are late or absent for any reason.

CLASS PARTICIPATION AND ACTIVITIES:  
There will be many in-class group and individual activities. In order to get a grade for them you must participate in the activity. There will be no make up for any of the class activities.
SURVEY: There will be an end-of-semester survey. Your participation is important and it will count as a homework and class activity.

GRADING SCALE:
100%-90%........ A
89% -80%..........B
79% -70%........C
69% -60%........D
59% - 0%.........F

ATTENDANCE: You are required to come to class and be on time. Attendance is very important since during class you will be given the tools needed to successfully complete this class. You must contact your Peer Leader and/or Instructor if you know you will be absent either by phone or email. It is your responsibility to get all the lecture notes, assignments, and hand-outs you missed. An excused absence will only be given as described in the undergraduate catalog. Please keep in mind that you will be dropped after 6 unexcused absences. However, if you want to be dropped at any time, you must contact your professor and peer leader.

MENTORING: You will be meeting, on a “one-on-one” basis, with your Peer Leader and your Instructor at least once during the semester. Each meeting will count as one homework. The meetings will be scheduled after the first exam.
MISSING ASSIGNMENTS AND EXAMS:

You will be allowed one make-up homework assignment during the course of the semester. You will lose 20 points per each week the assignment is late. Exams can only be made up from the day the exam is given in class to the next class day. Example: if the exam is on a Tuesday, you can take the exam on that Tuesday, Wednesday (the next day) and Thursday (prior to the class time). However, 30 points will be deducted from your actual exam grade.

ACADEMIC CONDUCT:

Academic dishonesty will not be tolerated. You must submit your work only. If you are found to be cheating or plagiarizing, you will be subject to disciplinary action, per UTEP catalog policy (http://www.utep.edu/dos/acadint.htm).

CELL PHONE: All cell phones must be turned off or on vibrate before the beginning of the class. If a student starts using his/her cell phone during class, he/she will have to leave the classroom and may only return with the instructor’s permission.

HARASSMENT: Please be aware that harassment is unacceptable in the classroom. No jokes, comments of sexual nature as well as racists will be tolerated. The student that uses harassment will be sent to the Dean of students for disciplinary action.
SCHOLASTIC DISHONESTY

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts. Students with Disabilities Policy: Suggested language from Center for Accommodations and Support Services. If you have or suspect a disability and need an accommodation, you should contact the Center for Accommodations and Support Services at 747-5148 or at cass@utep.edu or go to Room 106 Union East Building.

IMPORTANT FALL 2018 DATES:
Labor Day – no classes September 3
Census Day September 12
Homecoming Week October 1-7
Freshmen Mid-Terms Grades Available October 26
Course Drop deadline November 2
Thanksgiving – no classes November 22-23
Dead Day December 7
Entering Student Research and Creative Projects December 8
Grades are posted to students records December 19

IMPORTANT COLLEGE OF ENGINEERING DATES:
Gold Rush September 5
Career Expo September 20-21
Advising starts for Spring 2019 October
Engineering and Science EXPO November 20-21
Finals Week December 10-14
UNIVERSITY OF TEXAS AT EL PASO
FOUNDATIONS OF ENGINEERING
UNIV 1301    CRN 17456  Friday

PROPOSAL & SYLLABUS

FALL 2018

UNIV 1301 COURSE GOALS & OBJECTIVES

The following are the goals for this course:

**GOAL 1.** Students will develop and apply elements of leadership through effective individual participation and meaningful team collaboration change.

1.1 Students will assess and reflect on their strengths and leadership skill development.

1.2 Students will engage in active learning through individual, team, and class activities that develop their leadership skills.

1.3 Students will learn more about collaboration, roles, and facilitation skills through faculty instruction and student practice.

1.4 Students will develop effective interpersonal communication skills to include listening, sharing diverse perspectives, and soliciting others’ viewpoints.

1.5 Students will improve their interpersonal conflict management strategies.

**GOAL 2.** Students will examine the roles and responsibilities crucial for their success in college and beyond.

2.1 Students will examine personal and social transition issues affecting college success.

2.2 Students will become familiar with the importance of participating in high-impact practices identified in the UTEP Edge.

2.3 Students will engage in at least one academic and one professional goal-setting activity or exercise.

2.4 Students will develop a plan of study by participating in appropriate advising.
2.5 Students will demonstrate knowledge of the rules of academic integrity and will practice acceptable academic behavior.

2.6 Students will become familiar with major UTEP academic policies and requirements in order to remain in good academic standing and graduate in a timely manner.

2.7 Students will demonstrate regular use of university communication systems, such as email, bulletin broadcasts, websites, and Mobile Campus.

**GOAL 3.** Students will identify, assess, and build on their strengths and experiences to develop academic and transitional strategies necessary for success in their academic, career, and life goals.

3.1 Students will reflect on their responsibility for and contribution to their own learning.

3.2 Students will work to improve their oral, written, and electronic communication skills.

3.3 Students will work to improve their academic success strategies such as note-taking, annotation, active reading, test taking, time management, and stress management.

3.4 Students will become familiar with learning management systems such as Blackboard.

3.5 Students will examine their academic, career, and life goals by participating in at least one self-assessment activity about their interests, abilities, and values.
3.6 Students will participate in at least one activity, exercise, or information session to become familiar with the steps, including post-graduate education, required to prepare for a career.

**Goal 4.** Students will engage in research and critical thinking activities that demonstrate their ability to effectively integrate their learning within, across, and beyond academic settings.

4.1 Students will engage in critical thinking and problem-solving through individual, team, and class activities.

4.2 Students will demonstrate the ability to develop an effective research strategy based on the specifications of the research assignment.

4.3 Students will engage in library and database research.

4.4 Students will locate and critically evaluate the reliability, validity, and accuracy of sources.

4.5 Students will develop a project that involves critical evaluation and effective integration of sources.

4.6 Students will demonstrate the ethical use of sources such as accurate paraphrasing, quotations, and citations.

4.7 Students will reflect on how the research process applies to their learning within, across, and beyond academic settings.
GOAL 5. Students will engage in campus and community activities to increase their sense of academic and social belonging.

5.1 Students will begin to build networks of faculty, staff, and peers to create a supportive and positive learning environment.

5.2 Students will attend/participate in a minimum of two social, cultural, and intellectual events at UTEP.

5.3 Students will become aware of and use selected academic and student support resources.

5.4 Students will meet one-on-one in person or virtually at least twice with the instructional team to discuss and receive feedback about their academic progress and transition to UTEP.

5.5 Students will meet in person or virtually with at least two other faculty or staff important to their academic progress such as their academic advisor, their other professors, teaching assistants and/or tutors.

5.6 Students will become familiar with the university's student organizations.
YOU WILL:

✓ Have presentations from various departments (including engineering) and offices in the university. These will be coordinated by your instructor or peer leader.
✓ Attend at least 2 social, cultural or intellectual events and be asked to turn in a short description of the event.
✓ Be required to take your written assignment to the Writing Center, have it corrected, and then turn in both the draft with comments and the corrected version together.
✓ Attend a one-on-one conference at least once with Instructor and at least once with Peer Leader (this will count as an assignment for credit/grade).
✓ Communicate with your Instructor and Peer Leader throughout the semester via email and/or Blackboard.
✓ Visit the Library to become familiar with databases, and where resources are located in the library. This orientation will be conducted by the assigned Librarian. This activity will be coordinated by your Instructor or Peer Leader.
✓ Attend the compliance presentation and meet with appropriate Academic or Departmental Advisor.
✓ Have the Peer Leader as a resource. The Peer Leader will also start each class session with announcements on campus events and opportunities for student involvement.
✓ Attend at least one Engineering related event such as Gold Rush, TCM, Student Organization meetings and/or activities.
# PROPOSAL & SYLLABUS

## UNIVERSITY OF TEXAS AT EL PASO

**FOUNDATIONS OF ENGINEERING**  
**UNIV 1301**  
**CRN 17456**  
Friday

## FALL 2018

<table>
<thead>
<tr>
<th><strong>WEEK</strong></th>
<th><strong>DATE</strong></th>
<th><strong>CLASS TOPIC (subject to change)</strong></th>
<th><strong>HOMEWORK</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 2</td>
<td>09/07</td>
<td><strong>BOOK-CHAPTER 1 - Keys to Success in Engineering Study</strong>. Group Discussion. Leadership In Class Exercise #1</td>
<td>Library Modules-DUE before next class.</td>
</tr>
<tr>
<td>Week 3</td>
<td>09/14</td>
<td><strong>FIRST LIBRARY VISIT - ORIENTATION</strong></td>
<td>“Scavenger Hunt”</td>
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<tr>
<td>Week 4</td>
<td>09/21</td>
<td><strong>BOOK-CHAPTER 2 - The Engineering Profession. Activities.</strong> In-class activity using <strong>Choices 360</strong> to clarify their career goals and write a journal entry reflecting on them.</td>
<td>Homework on Choices 360 &amp; Assignment on Long and Short-Term Goals. Bring current resume or resume draft-DUE next week</td>
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</table>
| Week 5   | 09/28    | **BOOK-CHAPTER 3 - Understanding the Teaching and Learning Process**  
**BOOK-CHAPTER 4 - Making the Most of How you are Taught.** | Revised Resume -Must Include STAR Statements- DUE Next Week |
| Week 6   | 10/05    | **ENGINEERING INFO. SESSION – LINDA VERA**  
**BOOK-CHAPTER 5 - Making the Learning Process Work for You.** | |

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<tr>
<th>Week</th>
<th>Date</th>
<th>Activity</th>
<th>Notes</th>
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<tbody>
<tr>
<td>7</td>
<td>10/12</td>
<td>SECOND LIBRARY VISIT – ORIENTATION</td>
<td>This session is to listen to the Librarian speak about databases and information research.</td>
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<td>8</td>
<td>10/19</td>
<td>Compliance. Advisor Presentation. Degrees. Catalog. Policies. GPA Calculation. BOOK-CHAPTER 6-Personal Growth and Student Development</td>
<td>Study for Exam. Dr. Van will confirm the date for this presentation from OSCCR Department.</td>
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<tr>
<td>9</td>
<td>10/26</td>
<td>EXAM 1</td>
<td>BOOK-CHAPTER 7- Broadening Your Education</td>
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<tr>
<td>10</td>
<td>11/02</td>
<td>OSCCR Presentation &amp; Case Studies</td>
<td>Reflection on Presentation. Dr. Van will confirm the date for this presentation from OSCCR Department.</td>
</tr>
<tr>
<td>11</td>
<td>11/09</td>
<td>ENGINEERING PROJECT REPORT SUBMITTAL. One-on-One on Mentoring</td>
<td>Send PowerPoint Engineering Project Presentations to Dr. Van and Alejandro Beltran via email. Dr Van will grade the and inform students of the grade.</td>
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CAREER EXPO Homework: Write half of page about your experience of the Career Expo and be ready to discuss it next class.
# PROPOSAL & SYLLABUS

## FALL 2018

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<tr>
<th>Week 12</th>
<th>11/16</th>
<th><strong>Exam 2</strong></th>
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<tr>
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<td>BOOK-CHAPTER 8 – Orientation to Engineering Education</td>
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<tr>
<th>Week 13</th>
<th>11/23</th>
<th><strong>NO CLASS – THANKSGIVING BREAK</strong></th>
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<tr>
<th>Week 14</th>
<th>11/30</th>
<th><strong>Global Engineering Programs (Study Abroad) Counseling Center</strong></th>
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<tr>
<td></td>
<td></td>
<td>Dr. Van will confirm the date for this presentation from International Department.</td>
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<tr>
<th>Week 15</th>
<th>12/XX</th>
<th><strong>FINAL EXAM</strong></th>
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**Legend:**
- Green-BOOK
- Blue-Already Scheduled
- Red- Must Schedule Presentation

File: UNIV – 1301 – 17456 – Fri_FALL ‘18