

UTEP | Spring 2021 | UNIV 1301 | CRN: 28981-043 | 1500-1620
Wednesdays | Online Zoom

Instructor: Dr. Janise P. Tinsman

UNIV 1301

Instructor Information:

Name: Dr. Janise Tinsman, DNP, RN

Email: jptinsman@utep.edu

Office hours: TBA

Peer Leaders Information:

Name: Yency Bustillos

Email: ysbustillos@miners.utep.edu

Advisor: Ray Varela 747-7300 AAC revarela2@utep.edu

Librarian: Marissa Testerman mtesterman@utep.edu



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.

Syllabus Contents

Course Description	1
Contact Information	2
Technology Support	2
Helpful Campus Numbers	2
Course Assignments	2
UTEP Policies	3
UNIV 1301 Attendance Policy	3
Technical Requirements	3
Important Dates	4
Campus Resources	4
Academic Calendar	5-6

Required Texts

Borders: Crossing into Your Future,
8th edition

[Publisher link](#) to purchase book

A Dream Called Home: A Memoir by
Reyna Grande

[UTEP Bookstore](#) to purchase book
(physical copy)

Contact your instructor for
information on purchasing the
Kindle e-book

Think Like a Nurse: A Handbook Revised
edition 2020

Caputi, Linda

ISBN: 978-1-941478-90-5

Recommended

APA Manual 7th edition

Talented Students / Enriching Experiences / Lifelong Success

Course Point Values

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

Assignment	Points
Digital Story E Book	150 points
Career Exploration	200 points
Common Reading	150 points
Daily Work	250 points
Getting to Know My Community	250 points
Total:	1,000 points

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.

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. The Digital Story is worth a total of 150 points.

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 via five journals, each worth 30 points

Career Exploration: 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. These assignments collectively add up to 150 points

Daily Work: Throughout the semester, you will complete critical thinking and exploratory assignments related to online learning, academic success skills, campus engagement, academic advising, academic integrity, community engagement, and the field of nursing. You will meet individually with your peer leader and with your instructor this semester. These assignments and conferences are collectively worth a total of 150 points.

Getting to Know My Community: You will participate in Library activities, and group projects to increase your knowledge of the community. You will attend at least two UTEP events. After attending the UTEP events, you will write reflective pieces on your experiences. You will complete a research paper for nursing. The assignments collectively add up to 200 points

Career Exploration Assignments	
Strengths Finder	50 points
Choices 360	20 points
Mining Majors	10 points
Résumé	50 points
LinkedIn Learning	20 points
Mock Interview	50 points

Getting to Know My Community	
Library Scavenger Hunt	20 points
3 Library Tutorials and Quizzes 10 points each	30 points
*Leadership/Group Conflict Resolution Plan	15 points
*Group PowerPoint UTEP Resources	30 points
*Group PowerPoint Healthcare Resources	30 points
*Group PowerPoint Diversity	30 points
Team evaluation	P/F
Evidence-based practice research paper	45
Reflection of two UTEP events 25 points each	50 points

Daily Work Assignments	
Conferences minimum	45 points
1 Peer Lead small group 15 pts	
1 Peer Lead 1:1-15 points	
1 instructor 15 points	
Discussion boards 8 total	70 points
1 st and 8 th 5 points each	
2 nd -7 th 10 points each	
Academic Success quizzes	30 points
3 at 10 points each	
Advising Two activities	20 points
Academic Integrity Worksheet	25 points
Money Matters	25 points
Edge Asset Inventory	25 points
End of course feedback survey	10 points

UNIV 1301 Attendance Policy

Students are expected to attend the scheduled online course meetings. Roll will be taken for each meeting. Students are expected to log-in and check the course (at minimum) **every other day** to keep up. You will have assignments due every week. Email messages are sent to your **UTEP email address**, making daily email checks imperative for your success.

Course Drop / Withdrawal Policy

Lack of student activity for a full calendar week **places the student at risk for being dropped** from the course by the instructor. Communication of any planned lack of access must be given to the instructor in a timely manner.

Social Media Policy

Student enrolled in the UTEP SON must practice and behave in a manner that protects clients by exercising reasonable judgment when using social media technologies whether in their personal or professional lives. Inappropriate use of Electronic/Social Media can lead to disciplinary action including but not limited to formal reprimand, suspension or dismissal from the program which is contingent upon the nature of the infraction. Students enrolled in the UTEP SON can also be held personally liable. Such violations may result in civil and criminal penalties including fines or possible jail time in accordance with state and federal laws.

<http://admin.utep.edu/Portals/1805/PDF/UTEP%20Social%20Media%20Standards.pdf>

Submission of Late Work Policy

Assignments are due by **11:59pm (MST)** on the **due date calendar/course schedule**. Assignments (not including DB forums or Quizzes) will be accepted after the due date for up to 3 days (72 hours); however, there will be a **deduction of 10% from the total assignment points per 24 hours past the due date**. Late points start immediately following the due date/time.

This is done in fairness to those students who turn in their assignments on time. After 3 days past the due date (72 hours)—no assignments will be accepted. The only exception is with extenuating circumstances or events that have been discussed with the instructor **PRIOR** to the deadline.

Submissions must be in doc, docx, or PDF format to allow the instructor to open and view them.

Discussion Board Policy

Discussion Boards will be open from Monday thru Saturday of the scheduled week. Original posts are due by **Wednesday at 11:59pm MST** of the scheduled week. Peer responses are due by **Saturday at 11:59pm MST** of the scheduled week. Should follow **APA format** with *at least* one in-text citation and one reference. It is recommended that students type their discussion board posts in Word rather than directly to the discussion board. This practice allows the student to correct grammar and spelling errors prior to submission and allows the student to save copies of their submissions in their electronic course folders. Initial postings should be a minimum of 300 words and peer responses should be a minimum of 100 words. You are expected to post at least two responses to another student's posting for each DB forum. Dates for postings are listed on the course calendar.

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.

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:

There is no final exam for this course. The Who I Am-E Book project and the nursing research paper serve as the final.

Course Management System

Blackboard 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 material 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](#).

Student Resources accessible on the Blackboard Landing page

- Blackboard Central- Mon-Fri 8am-5pm
- 24/7 Blackboard support
- Blackboard Help Website
- Technology Support Helpdesk
 - Helpdesk hours Mon-Fri 7 am-8 pm (MST) Sat 9 am-1pm Sun Closed
 - Help desk email helpdesk@utep.edu
 - Help desk phone 915 747-5257

Spring 2021 Important Dates

Classes Begin	Jan 19
Census Day	Feb 3
Spring Break	March 15-20
Mid-Term Grades Posted	March 21
Course Drop Deadline	March 26
Dead Day (no class)-	May 7
Final Exams	May 10-14
Final Grades Posted	May 20

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 on Blackboard. It is your responsibility to stay updated.

Netiquette Guidelines

As you may know, when communicating electronically, many of the feelings or impressions that are transmitted via body language in face-to-face communications are lost. Consequently, interpreting emotions and innuendoes is far more difficult. Only what is written, or drawn, carries the message. Often excitement can easily be misinterpreted as anger or an insult. It is important that everyone keep this in mind when communicating electronically. Words in print may appear harmless; however, they can emotionally injure the person reading them. More information can be found at <http://www.albion.com/netiquette>.

Being Successful in Online Courses

Online learning is not a spectator sport. It is everyone's responsibility to participate as fully as they can, so everyone can get the most from the experience. Here are some simple rules to follow to ensure your participation and engagement in the learning process:

- **Ask questions:** If you do not know the answer, another student may. The discussion board is the area for asking questions related to content OR any problems (related to the class) you are having. Make sure that you have clearly indicated the subject of your message. The instructor and peer leaders will monitor this forum, and confirm the correct answer for the group
- **Reach out to others:** Offer a fact, article, link, or other item that can help others learn something you can share.
- **Be appropriate:** The online classroom is not the place for insulting or insensitive comments, attacks, or venting. Inappropriate behavior can be subject to disciplinary action, as well.
- **Be diplomatic:** When sending messages on emotionally charged topics, it is recommended that you write the message and then walk away for at least an hour before re-reading the message and then sending it. Re-reading emotionally charged messages ensures that they are constructive instead of destructive. Think of the person at the other end.
- **Stay focused:** Stay on topic to increase the efficiency of your learning.

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's Virtual Career Center <https://www.utep.edu/student-affairs/careers/students-alumni/virtual-career-center.html>

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>