UNIV 1301

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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.

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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
Recommended
APA Manual 7th edition
Course Point Values

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

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Digital Story E Book</td>
<td>150</td>
</tr>
<tr>
<td>Career Exploration</td>
<td>200</td>
</tr>
<tr>
<td>Common Reading</td>
<td>150</td>
</tr>
<tr>
<td>Daily Work</td>
<td>250</td>
</tr>
<tr>
<td>Getting to Know My Community</td>
<td>250</td>
</tr>
</tbody>
</table>

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

### Daily Work Assignments

- Conferences minimum 1 Peer Lead small group 15 pts 1 Peer Lead 1:1-15 points 1 instructor 15 points 45 points
- Discussion boards 8 total 1st and 8th 5 points each 2nd-7th 10 points each 70 points
- Academic Success quizzes 3 at 10 points each 30 points
- 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

### 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 points
- Reflection of two UTEP events 25 points each 50 points

* These assignments are additional tasks and are counted separately from the main assignments.
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.

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
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 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

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
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<tbody>
<tr>
<td>Classes Begin</td>
<td>Jan 19</td>
</tr>
<tr>
<td>Census Day</td>
<td>Feb 3</td>
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<tr>
<td>Spring Break</td>
<td>March 15-20</td>
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<tr>
<td>Mid-Term Grades Posted</td>
<td>March 21</td>
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<tr>
<td>Course Drop Deadline</td>
<td>March 26</td>
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<tr>
<td>Dead Day (no class)</td>
<td>May 7</td>
</tr>
<tr>
<td>Final Exams</td>
<td>May 10-14</td>
</tr>
<tr>
<td>Final Grades Posted</td>
<td>May 20</td>
</tr>
</tbody>
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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_weserve/fhar.html
Food Pantry  https://www.utep.edu/student-affairs/foodpantry/
Foster, Homeless, Adopted Resources (FHAR)  https://www.utep.edu/advising/students_weserve/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