

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.

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Required Texts

Borders: Crossing into Your Future,
8th edition

ISBN# 978-1-5339-0530-7 (e-book)

[UTEP Bookstore](#)



www.utep.edu/uteprep

Facebook: utepprep
Instagram: utep_prep
Twitter: PrepUtep

Contact Information

Instructor Information:

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Peer Leader Information:

Name: Luis Chacon
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Office location: Blackboard
Office Hours: Tues/Thurs 12:00pm-1:00pm MDT

Technology Support:

UTEP HELP Desk
Phone: (915) 747-4357 (HELP)
Website: TS.UTEP.EDU
Location: LIBR 300

Helpful Campus Numbers:

Campus Police	747-5611
Office of Financial Aid	747-5204
Student Business Services	747-5116
UTEP Main Line	747-5000

Talented Students | Enriching Experiences | Lifelong Success

Course Point Values

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

The UTEP Effect (Digital Story)	350 points
My Edge Advantages	40 points
PREP Reflection	40 points
Getting to Know My Community	50 points
Then & Now Reflection	40 points
StrengthsFinder Reflection	50 points
Miner for Life	40 points
Other (Who am I, references, grammar, visual appearance, etc)	90 points
Daily Work	650 points
Discussion Boards	100 points
Conferences	40 points
Workshops	30 points
Résumé	50 points
Annotated Bibliography	100 points
Common Reading Team Assign.	100 points
Daily Work	230 points
Total:	1,000 points

Here is the grade distribution for UNIV 1301:

- A 900-1,000 points
- B 800-899 points
- C 700-799 points
- D 600-699 points
- F 0-599 points

Course Assignments

The UTEP Effect (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* using Sway. The UTEP Effect is worth a total of 350 points. Individual assignments and point values can be found under "Course Point Values." More information TBA in class.

Discussion Boards: You will engage with course content and your peers by participating in weekly discussion posts. Your post must be at least 200 words and must show active engagement with PREP material(s). Your comments on peers' posts must be a minimum of 50 words. All discussion posts are due by 11:59pm MDT on the day listed on the calendar and comments on peers' discussion posts are due by the next day 11:59pm MDT.

Conferences: You will meet individually with your peer leader in week 1 and with your instructor in week 4. Both are required and worth a total of 40 points. More information TBA in class.

Workshops: You will attend three workshops during the summer: academic advising and two library orientations. All three are required and worth a total of 30 points. More information TBA in class.

Résumé: Beginning in Week 2, you will identify and strengthen your marketable skills by completing the StrengthsFinder assessment and creating a résumé. Your résumé must be submitted to the University Career Center for professional review before you submit the final draft on Blackboard. Your résumé is worth 50 points. More information TBA in class.

Annotated Bibliography: You will select a topic related to the local community and research it in the UTEP library with the guidance of a research librarian in Week 3. More information TBA in class.

Common Reading: You will read an article about one man's personal and academic journey. Using his 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). You will work with a team of classmates in Week 4 to create an assignment worth 100 points. More information TBA in class.

Daily Work: Throughout the semester, you will complete critical thinking and exploratory assignments related to online learning, study skills, campus engagement, academic advising, and academic integrity. These assignments are worth a total of 230 points. More information TBA in class.

UNIV 1301 Attendance Policy

As a UTEP Prep participant, attendance is crucial to your success. Attendance is taken daily. Individual course policies must be adhered to and you are expected to complete an average of thirty hours of class/homework per week. You are expected to attend any and all online class sessions and login to Blackboard a minimum of 4 hours per day. Two consecutive days of not logging into Blackboard is considered an absence. After two absences you will be reported to the UTEP Prep Coordinator. Poor attendance, lack of effort, or failure to actively participate in classroom and program activities will affect your grades and your continued participation in UTEP Prep.

Course Drop / Withdrawal Policy

Courses dropped before Census Day do not count as a course attempt. The last day to drop a course with a grade of "W" is listed on page 4 of this syllabus. A faculty-initiated drop for excessive absence, neglect, or lack of effort, prior to the withdrawal deadline, counts as a course attempt. After the drop deadline, a grade of "F" will be given for dropped courses, whether student- or faculty-initiated. A complete withdrawal from all courses must be done at the Mike Loya Academic Services Building or online.

Course Management System

Blackboard Ultra is the online course management system we will use throughout the semester. 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.

Blackboard is accessible from your page on my.utep.edu, using your UTEP email user id and your Goldmine password. The UTEP 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 (off campus), if you need help with access.

Should Blackboard go down for maintenance or other LMS 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 application on phones or tablets is not an acceptable reason to miss an assignment or not follow deadlines or direction.

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](#).

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: 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.

Summer 2020 Important Dates

Classes Begin	June 22
Census Day	June 25
Course Drop Deadline	July 24
Final Exams (Symposium)	July 31
Final Grades Available	Aug 13

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

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 posts, 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.

Any and all inappropriate posts/emails will be reported to UTEP's Office of Student Conduct & Conflict Resolution office for review.

Assignment Format

All assignments submitted in UNIV 1301 should follow this format:
Calibri | 11pt font | One-inch margins | Double-spaced

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 Prep: www.utep.edu/utepprep

UTEP Police Department <https://www.utep.edu/police>