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.

Syllabus Contents

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Required Texts

Borders: Crossing into Your Future, 8th edition
Publisher link to purchase e-book

A Dream Called Home: A Memoir by Reyna Grande
You may purchase a physical copy at the UTEP Bookstore or buy the Kindle e-book through Amazon.
Understanding Your Grade

Here is how your grade will be determined:

<table>
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<th>Category</th>
<th>Points</th>
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<tr>
<td>Digital Story</td>
<td>150 points</td>
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<tr>
<td>Career Exploration</td>
<td>200 points</td>
</tr>
<tr>
<td>Common Reading</td>
<td>150 points</td>
</tr>
<tr>
<td>Daily Work</td>
<td>250 points</td>
</tr>
<tr>
<td>Getting to Know My Community</td>
<td>250 points</td>
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<tr>
<td>Total:</td>
<td>1,000 points</td>
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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.

Assignment Categories

**Who I Am: A Miner’s Story (Digital Story):** This semester, you will create an e-book in which you tell the story of your life, including your first semester of college and your hopes for the future. You will reflect on how the Five Pillars of Success discussed in this class feature in each stage of your story. You will use Canva, a free graphic design website for people with no graphic design experience, to create your e-book. This project is worth a total of 150 points and serves as the final project for the course, though you will work on it throughout the semester. More information TBA in class.

**Career Exploration:** You will participate in a series of professional preparation activities including, but not limited to, identifying and building on your strengths, creating a résumé, and recording a mock interview. These assignments collectively add up to 200 points. More information TBA in class.

**Common Reading:** All students enrolled in UNIV 1301 will read Reyna Grande’s A Dream Called Home, a memoir of the author’s personal and academic journey. Using Grande’s journey as a starting point, you will write five reading journal entries (30 points each, for a total of 150 points) reflecting on your own academic and professional journey. More information TBA in class.

**Daily Work:** Throughout the semester, you will complete a number of critical thinking and exploratory assignments related to online learning, academic success skills, campus engagement, academic advising, academic integrity, community engagement, and more. You will also attend 3 conferences with the instructor and/or peer leader. These assignments, events, and conferences, along with attendance and class participation are collectively worth a total of 250 points. This category includes class attendance and participation. More information TBA in class.

**Getting to Know My Community:** Using UTEP Library resources and with the guidance of a research librarian, you will explore an issue in our community. You will write a White Paper that includes six credible sources supporting your thesis. You will also research three student organizations and participate in UTEP-sponsored events. These assignments collectively add up to 250 points. More information TBA in class.

**ESE Speaker Series:** These one-hour talks are sponsored by the Entering Student Experience and are required viewing for UNIV 1301 students. You may attend the talk live (via Zoom) OR watch the recording of the talk. To attend the event, you must first click the registration link posted in Blackboard. Recordings will be available after the talk ends. You must attend/view six of them and complete a 3-2-1 Response for each. More info TBA in class.
Attendance & Participation Policy

University policy indicates that attendance is mandatory for all freshmen-level courses, including UNIV 1301. This is a 100% online synchronous course. We will meet twice a week as scheduled. You are expected to attend all class periods and engage in discussions, activities, workshops, assignments, and instructor/peer leader meetings. Participation and attendance is worth a percentage of your final grade. To receive credit for attendance and participation, be sure to turn on your camera, unmute yourself when student participation is sought, and stay engaged the entire class period. You may miss up to three (3) class meetings without penalty.

Course Drop / Withdrawal Policy

If you
1) fail to consistently submit coursework (lack of effort),
2) fail to consistently attend class and/or log into the Blackboard course shell (neglect), or
3) have a course average of 70% or below at or after midterm,
you may be dropped from the course at the instructor’s discretion. If you decide to drop the course yourself, it is your responsibility to contact your academic advisor and initiate the process. Dropping a course may impact your financial aid, scholarships, military funding, or student visa, so it is important that you consult with your advisor if you are thinking of dropping. If you drop the course or are dropped by the instructor before the Course Drop Deadline, you will receive a grade of “W” (or “withdrawal”), which is non-exempt and counts toward the 6-drop limit. If you drop yourself or are dropped by the instructor after the Course Drop Deadline, you will receive an “F” for the course.

Late Work

Late work is not accepted in UNIV 1301. Quizzes/tests cannot be made up. The digital story and assignments completed during class meetings cannot be made up either. If you are going to miss class, submit your work ahead of time. This policy applies to both university-sanctioned and personal absences.

If you have questions about any of these policies, please contact the instructor.

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 instructor 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 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.

UTEPI Policies

Students with Disabilities: 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 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.
Inclusivity Statement

Our students come from all walks of life and so do your instructors and peer leaders. This UNIV 1301 course is committed to cultivating a culture of inclusion and connectedness. Let us work together to create a learning environment in which each person’s name, pronoun, gender expression, gender identity, sexual orientation, race, ethnicity, color, ability, nationality, and ethnic ancestry are respected.

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 or messages, 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. All inappropriate posts/emails will be reported to UTEP’s Office of Student Conduct & Conflict Resolution office for review.

Assignment Format

All written assignments submitted in UNIV 1301 should follow this format unless otherwise stipulated by the instructor:

- Calibri | 11pt font | one-inch margins | double-spaced
- Note: “Share File” links from online word-processing programs are not accepted.

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