UNIV 1301: Seminar in Critical Inquiry

(25234) MW 4:30PM-5:50PM, UGLC 208; (28074) TR 4:30PM-5:50PM, LART 210

Instructional Team
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Office Hours: M-R 3:00PM-4:00PM

Peer Leader:
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Librarian: Joy Urbina (jurbina4@utep.edu)
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Academic Advisor: Ray Varela (revarela2@utep.edu)
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Course Theme & Description

Leadership in Higher Education

This course focuses on the changes and challenges of leading in U.S. higher education over the past four decades. Students will dialogue on how higher education is affected by social issues, politics, technological advances, and the economy. Students will learn about influential leaders in higher education, positive leadership styles, and discover their own leadership style and how to apply leadership skills in their academic, personal and professional lives. Students are encouraged to be active leaders and agents of change in their community. The course also places strong emphasis on academic, career, and life skills necessary to succeed at the college level.

Entering Student Program Goals

Goal 1 - Students will develop and apply elements of leadership through effective individual participation and meaningful team collaboration to empower them to be agents of change.
Goal 2 - Students will examine the roles and responsibilities crucial for their success in college and beyond.
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.
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.
Goal 5 - Students will engage in campus and community activities to increase their sense of academic and social belonging.

UNIV 1301 Course Objectives

1) Students will gain knowledge about contemporary topics in higher education
2) Students will gain knowledge about leadership and higher education
3) Students will learn about and utilize UTEP campus resources
4) Students will understand the value of a quality education
5) Students will develop an appreciation for UTEP traditions
6) Students will develop skill in critical thinking, time management, oral & written communication and academic reading
7) Students will begin to have a positive attitude about the university experience

Required Textbook & Readings
- Other required readings provided on Blackboard

Grading Scale
1200-1080 A
1079-960 B
959-840 C
839-720 D
719-below F

COURSE POLICIES, PROCEDURES and EXPECTATIONS

Academic Integrity, Student Conduct and Disruptions
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 (Handbook of Operating Procedures Section 2, Chapter 1: Student Conduct and Discipline, 1.2 Applicability, 1.2.2 Prohibited Conduct, 1.2.2.1 Scholastic Dishonesty).

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 (Handbook of Operating Procedures Section 2, Chapter 1: Student Conduct and Discipline, 1.1 General Provisions).

Any student who, acting singly or in concert with others, obstructs, disrupts, or interferes with any teaching, educational, research, administrative, disciplinary, public service, or other activity or public performance authorized to be held or conducted on campus or on property or in a building or facility owned or controlled by the U.T. System or University is subject to discipline. Obstruction or disruption includes but is not limited to any act that interrupts, modifies, or damages utility service or equipment, communication service or equipment, University computers, computer programs, computer records or computer networks accessible through the University’s computer resources (Handbook of Operating Procedures Section 2, Chapter 1: Student Conduct and Discipline, 1.2 Applicability, 1.2.2 Prohibited Conduct, Section 1.2.2.5 Disruptions).

You may not submit work for this class that you have done for another class. If you are found to be cheating or plagiarizing you will be subject to disciplinary action. All suspected cases or acts of alleged scholastic dishonesty and/or disruptive behavior are referred to the Office of Student Conduct and
Conflict Resolution. All standards of conduct policies are set out in the *Handbook of Operating Procedures* [https://www.utep.edu/vpba/hoop/](https://www.utep.edu/vpba/hoop/).

**Accommodations**
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 go to Room 106 Union East. For more information on services provided by CASS visit [https://www.utep.edu/student-affairs/cass/](https://www.utep.edu/student-affairs/cass/).

**Assignments and Deadline Policy**
Each student is expected to complete all in-class and out-of-class assignments given by the instructional team. These homework assignments are designed to reinforce ideas and tips presented in class and the *Borders* book. The assignments relate to specific topics and class lectures, i.e. note taking, goal setting, critical writing, etc. Assignments must be typed. Hand written assignments will not be accepted. Late assignments may or may not be accepted by instructional team. If accepted, 3 point reduction will occur for each day the assignment is late up to 3 calendar days past the due date. No assignment will be accepted after 4 days past the due date. **All online assignments must be turned in no later than 11:00PM on the due dates.** See course calendar for due dates.

**Attendance**
Satisfactory attendance is important for your academic success and a course requirement. You are expected to attend class on time and to be prepared. Unsatisfactory attendance consists of absences, tardiness, leaving the classroom early, or coming to class unprepared to participate. Attendance is taken daily. Excessive absences and tardiness will affect your overall grade. Upon obtaining two and three absences, a warning will be verbally or electronically expressed to you. At the fourth absence you may be dropped from the course.

**Explained Absences:** If you will be absent due to officially recognized University activities an OFFICIAL Explained Absence memorandum, from a UTEP official, must be provided to the instructor prior to the first absence. For students observing religious holy days, notification for all missed days must be given to the instructor within the first two weeks of the semester. Students called to and participating in active military service shall provide notification of absences. These explained absences will not count against you however, as stated before excessive absences will affect your overall grade.

**Blackboard**
Blackboard Learn 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.

**Cellular and Electronic Devices**
Cellular and music devices MUST be set to silent mode or turned off, removed from your person and put away PRIOR to the start of class. The use of headphones or earbuds is not acceptable during class time. The use of laptops and tablets to take class notes is acceptable during class time. As a courtesy to your instructors and classmates, do not answer your phone, check email and/or social media sites, take pictures of presentations, send/reply to text messages or IM in class. Turn off notifications on your laptop, tablet and cell phone prior to class time. The course instructor will determine any exceptions to this course policy.
Class Notes
You must take notes during each class session. Class notes do not have to be submitted to Blackboard. A lot of detailed information is presented and you are expected to know it. You are expected to attend class, take notes, and study daily.

Copyright
Some of the materials in this course are copyrighted. Violation of U.S. 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.

Course Drop Policy
Courses dropped before Census Day (the 12th class day of the semester) do not count as a course attempt. The last day to drop a course with a grade of “W” is Friday, April 3rd. A “W” does not count in your grade point average, but it does count as a course attempt. A faculty initiated drop for excessive absence, neglect, or lack of effort, prior to the withdrawal deadline, count as a course attempt. After April 3rd, 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.

Event Reflections
Part of your success in this course is attendance and/or participation at on-campus UTEP sponsored events and activities. Events can be, but not limited to: film at the Union Cinema, athletic event, leadership workshop, Centennial lecture, art exhibit, music recital, theatrical production, dance performance, study skills workshop, etc. You are required to attend in-person or virtually, two UTEP events and provide proof of attendance by uploading a photograph of you at or participating in the event, with the event clearly visible in the background, or a photograph of the event flyer, and submitting an event reflection. Each event reflection must be: typed in a Microsoft Word document with size 12pt font and 1” margin all around, a full 2-page in length, double-spaced, in essay format. A reflection describes the event attended in detail and adds your personal thoughts on the meaning of the event in your life as a college student. See course calendar for date.

Exams
There are two exams and a final exam for this class. You are expected to study and read daily. The exams will cover material presented in class and all readings up to the lesson before the exam. Exams can only be made up with advanced notice. If you are absent due to a University related function or religious holy day (with prior notice), arrangements should be made with the instructor for exam make up. The final for the course will be comprehensive and administered via Blackboard. Students who do not take the final exam will receive a failing grade for the course. See course calendar for all exam dates.

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.

Extra Credit
Not an option!
Film Review—Essay:
You will watch the movie *Ivory Tower* on Blackboard and write a critical essay discussing themes in the movie as they relate to this course. You may discuss the film together with your classmates (this is encouraged), but each person must write his or her essay independently. Take notes during the screening and pay close attention to course-related themes of the film. The purpose of the critical essay is to make connections between the film’s discussion of higher education and the themes and issues we are discussing in class. DO NOT include a plot summary. Essays must be posted to Blackboard. The film review must be typed, double-spaced, and at least 500 words in length. Essay is due by 11:00pm. See course calendar for date.

Grade dispute
If you feel the need to dispute a grade on an assignment, presentation or examination, you must meet with the course instructor during posted office hours. Grades will not be disputed or discussed during class hours.

Learning Plan/Career Reflection
You will complete an online worksheet that will help you identify goals you want to accomplish this semester and for the next 4 years. You will identify the resources you will use to meet each goal and keep track of your goals throughout the semester. You will take an online career assessment and type a 1-page essay describing your career goals as they relate to the goals you set out to accomplish over the next 4 years. See course calendar for dates.

One-on-One Meetings
Each student will sign-up for a scheduled one-on-one meeting; one meeting with the course instructor and one meeting with the Peer Leader, for a grade, the 3rd through 6th weeks of the semester. During the meetings we will get to know you, talk about your adjustment and transition to UTEP, your thoughts on the course and clarification of assignments.

Oral Presentation
You are expected to do research on topics assigned to you. Students will give one (1) group oral presentation on Leadership. You will research a leadership topic and give a 20 minute group presentation. A minimum of five sources per group member should be used for the presentation. See course calendar for presentation date.

Leadership Presentation
In groups of five, you will give a presentation related to leadership and education. Groups will explore eight leadership styles and connect one of the leadership styles to an administrator at UTEP and a leader in the El Paso community. The group will choose the leadership style and subject early in the semester, do research, and create a presentation based on provided project guidelines. The peer leader and instructor will guide each group in designing the presentation. Do not wait until the last minute to ask for help. The presentation must include text, images, charts, etc. BE CREATIVE! All students will be involved in evaluating each presentation and providing helpful feedback. Evaluation criteria will be provided. Quality and scholarly presentations will be nominated for the Entering Student Research and Creative Projects Showcase. Selected group(s) will work closely with the instructor and peer leader to polish the presentation and prepare it for the Showcase. See course calendar for date.

*Entering Student Research and Creative Projects Showcase:* provides an opportunity for UNIV 1301 students to conduct academic research, produce an original product, and publically share their hard work and
gained knowledge. It helps students develop their Edge Advantage skills, including communication, confidence, critical thinking, leadership, and teamwork.

Participation
To be successful in this course, it is imperative that you meaningfully participate in all in-class and online dialogues, study daily, contribute during group activities, and complete assignments on time. You MUST attend class, listen and participate during class discussions, and take useful notes. In class you are expected to be attentive, involved, and focused on the subject at hand.

Peer Leader, Librarian & Academic Advisor
This course is team-taught and the peer leader, librarian and advisor are here to assist in the learning process. Each student must meet with peer leader outside of class for a grade. Students should also meet with the peer leader for questions on readings and clarification of class notes. Seek assistance from the course librarian for resources and internet research tips regarding assignments. Students are expected to meet with an academic advisor at least once during the semester outside of normal class meetings.

Reading Notes
You are expected to complete all assigned readings before the beginning of each class session. You are expected to take notes on each reading from Borders and other supplemental material. For every 4 pages read, there should be one page of notes (Example: BDRS 1-40 should yield 10 pages of notes). Reading notes must be: typed in a Microsoft Word document with size 12pt font and 1” margin all around, a heading at the top-center, single-spaced, organized in bullet or outline format, and highlight important and interesting facts from the reading. You are expected to study and read daily. Completing all readings and taking notes on the readings, will greatly enhance your understanding of the material presented and meet course objectives. All reading notes are due via Blackboard no later than 11:00PM on the due dates (see course calendar for dates).

Surveys
Students must complete two (2) surveys for this course for a grade: the UNIV 1301 End-of-Semester Feedback survey and the Faculty Course Evaluation.

Syllabus Change
Except for changes that substantially affect the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with or without advance notice.

UTEP Edge
The UTEP Edge is our philosophy that acknowledges the many assets our students bring to the University. We provide a variety of high-impact experiences both in and out of the classroom through work of our faculty, staff, alumni, and community partners that build on these assets and talents. Many of the assignments and discussions in this class will further develop the talents you bring to this class such as developing your communication skills, teamwork, critical thinking, and problem solving.