

APSU 1000 Syllabus--Undeclared Fall 2007 Semester

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Course Description (APSU Undergraduate Bulletin)

An interdisciplinary course designed to provide students with the foundations for success at APSU. Emphasis is placed on the meaning, values and goals of a college education as students engage in academic and career planning, use the tools for information literacy, develop good academic habits, and engage in campus life. **All students who enter APSU with fewer than 12 hours credit earned in a college or university must enroll in APSU 1000 and remain enrolled until a passing grade (C or higher) is earned.** A student with 12 or more hours must receive approval from the Coordinator of APSU 1000 before enrolling. (1 credit; no prerequisites)

Course Objectives

Through successful completion of this course, students will be able to:

- Understand the value of the general education core in living a well-rounded life and the value of a university education.
- Develop a support group of peers while negotiating the transition to college.
- Become familiar with the history and culture of APSU, including its policies and procedures.
- Improve critical thinking, communication, research, academic success, and decision-making skills.
- Explore interests and set personal goals for careers and academic majors.
- Learn about and participate in campus resources, activities, and organizations that enhance academic and personal development.
- Examine personal and societal issues faced by first-year students.
- Demonstrate student responsibility in academic advising, class attendance, being prepared for class, classroom behavior, and adhering to deadlines.
- Help undeclared students explore career options.

Required Texts And Materials

APSU 1000—University Success: Achievement Strategies, Kendall/Hunt Publishing Company.

APSU Undergraduate Bulletin 2006-07

APSU Student Handbook and Calendar 2006-2007 (main campus only)

Attendance Policy

You are expected to attend each class meeting and to arrive on time. Some of the most important learning for this course will take place through our classroom discussions and activities; thus, your attendance will count as a graded assignment, just as your papers and presentations do. **Remember that it is your decision to attend class or not.** Every class that you miss will result in a 5 point deduction from your attendance/participation grade. **If you miss more than 4 classes, you will receive an FA for the class.** A grade of FA can affect your scholarship/financial aid.

Peer Mentor

Students who have demonstrated university success serve as peer mentors. Our Peer Mentor will assist with class activities and assignments and will serve as a resource and mentor to all students in our class. Activities conducted by peer mentors are weighed equally; **peer mentors are due the same respect as instructors.** Get to know the peer mentor, they will be one of your best sources of information this semester.

Grading Policy

You must complete the essay entries, the career assessment project, and group presentation to pass this class.

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| • Essays | 40 points (10 each) | |
| • Attendance at two cultural events | 20 points (10 each) | |
| • Group Presentation | 10 points | |
| • Career Paper | 15 points | |
| • Quizzes | 5 points | |
| • LILTs | 5 points | FA=over 4 absences |
| • Class Participation | 5 points | FN=never attended |

Graded Assignments

Following are assignments that are required of each APSU 1000 student. If you do not complete the required major assignments (marked with an *), you will not pass this class. If you need an extension on an assignment, please talk to me prior to the due date. Extensions are provided at my discretion. Do not assume that you will automatically be granted one. *All assignments must be typed to receive credit.*

Essays: Your essay is one of the major assignments for this course. You are expected to write 4 essay entries during the semester. Your entries should be thought provoking, reflective and insightful. If you follow the guidelines outlined for each entry you should have no trouble filling 1-2 typed pages with material. This class is the start of your career (whatever it might be), and from now on any email, essay, or report will tell the recipient something about you. Therefore, you want to make sure that you show your competence and intelligence. These essays along with your report will help you along this path to good writing. I'm a physicist and I can't teach you good writing, but I can and will teach you the importance of good writing and point you in the right direction. Therefore when each essay is due you will swap the essay with one of your colleagues and have them make comments on your paper and vice versa. The two of you will comment on what parts of the paper are clear and interesting and what parts are unclear and need polishing. Part of your grade will depend on your comments on another's paper, so take the time to do it right. This will help both of you improve as writers.

The entries are described below:

1. The **first entry** should **introduce you as you begin your college career at APSU** and will be completed after the first 1-2 weeks of class and should address the following topics:
 - Reflect on who you are at this point in your life and what you hope to do or become in the future
 - What you expect from college and what are your expectations of yourself?
2. The second entry will be to choose an article relating to a career that you are interested in possibly pursuing. Write a short synopsis of the article and explain

- why you were thinking about pursuing this career and whether you are still interested in it now and why or why not.
3. The third entry will be to choose an article relating to a career (must be different than career in essay entry #2) that you are interested in possibly pursuing. Write a short synopsis of the article and explain why you were thinking about pursuing this career and whether you are still interested in it now and why or why not. OR attend the Annual APSU Career Fair and explore various careers by talking to employers and seeing what opportunities exist and the major(s) necessary to enter those fields and then write about your experience at the career fair focusing on what careers you might be considering, possible majors, and why you are interested in this career.
 4. The **final entry** should describe you at the end of your first semester at APSU and will be completed during the last week of class.
 - Reflect on what you have learned or how you have changed during the semester.
 - Discuss the role that APSU 1000 has played in your learning, including what you think was valuable and what you would recommend changing. Be honest.
 - Sum up your experiences as a first-semester freshman and provide some advice for incoming freshmen.

Campus Activities: You will be required to attend two cultural events, and you must attend one of the following: International Night, . Acceptable events include: events at the Roxy, art exhibits, campus concerts, Peay Soup. If you have an event that you wish to attend that is not listed, consult with the instructor for approval prior to the event.

***Career Choice—Research Project:** You will research a career that interests you, the academic requirements for the appropriate degree, and the challenges you may face in getting the degree. A librarian assigned to your class will provide instruction and assist you with the research. You will report your findings in the form of a research paper. At the time that you turn in this paper, I will require you to turn in a rough draft of the paper as well. This rough draft should be an essentially complete paper, but with comments written on it. These comments can come from parents, siblings, friends, roommates, etc.; however, the writing center will probably be the most help. I expect that the final version should show improvement over the first. **Not turning in a rough draft will automatically drop your final paper grade a full letter grade.**

Class Participation/Activities APSU 1000 is designed as an **interactive seminar** rather than a lecture course. This means that all of us—students and instructor alike—are equally responsible for contributing to the discussions and the success of the class. Come to class prepared for discussion by reading your assignments ahead of time and giving some thought to the topic, perhaps even writing about it in your essay as a way of focusing your ideas. During discussion, listen carefully to those who are talking and treat your classmates with respect. Remember that we are a *community* of learners in our classroom. You will also respond to questions on the discussion board that will be included in your participation grade.

***Group Presentation:** Early in the semester you will be assigned to a group (approx. 3-5 classmates). Each group will then choose and research a major based on their assigned area (i.e.

business, science, helping professions, etc.) and present a 10-15 minute presentation based on that major.

LILTs: The LILTs need to be completed prior to Library Day as they are a training tool to help you be better prepared to learn about the library.

Quizzes: There will be three quizzes throughout the semester on reading assignments and things that we discuss in class. These quizzes will be given at random and will **NOT** be announced. If you are absent on the day of the quiz you will receive a 0 for the quiz. There will be NO make-up quizzes given for any reason. Quizzes will cover any material assigned up to and including the day of the quiz.

Additional Policies

Deadlines: The deadlines for submitting your essays and papers are provided on your section's Calendar of Assignments. The objective of this course is to expose you to the necessary skills, resources and information for you to be successful in college. Part of that is personal responsibility by each student. It is your responsibility to turn in each assignment on time. There will be a 20% deduction from the total points for each day that an assignment is late. Failure to turn in even one major assignment (career research paper, essay entries, group project) will result in your failure of this course and having to repeat the course next semester.

Academic Dishonesty: (p. 135, Student Code of Conduct, *Academic and Classroom Misconduct*) - Cheating is a serious breach of academic conduct; punishment for offenses range from a grade of "F" on the assignment to expulsion from the university. This includes unintentional plagiarism.

Plagiarism Policy: Plagiarism is using someone else's words or ideas as if they are your own. Plagiarism or other forms of cheating will not be tolerated—and will result in a grade of zero for an assignment or failure of the course, at the discretion of the instructor. We will discuss plagiarism in more detail as "Academic Honesty." You may also discuss it with the librarian who is assigned to our class. Learning to quote, paraphrase, and document sources of information correctly is the best way to avoid plagiarism.

Discipline Policy: Students are expected to conduct themselves appropriately at all times. **Academic and classroom misconduct will not be tolerated.** Students must read the "Code of Student Conduct" in the *Student Handbook* for an understanding of what will be expected of them within the academic setting. Standard classroom etiquette also requires that you be on time (tardiness is rude to your classmates and professor), and **turn off your cell phone and pager** before class, if your cell phone or pager goes off during class you will be required to leave class for that day and you will be marked absent. You may have drinks and snacks in class with the stipulation that you do not disturb others and you must clean up after yourself.

Disability Policy: Any student who has a disability that may affect his or her academic performance is encouraged to make an appointment with the Coordinator of Disability Services to discuss this matter. (931-221-6230 voice; 931-221-7288 tty; 931-221-7102 fax)

Withdrawal Policy: Please confer with your APSU 1000 instructor, your academic adviser, or the Dean of Enrollment Management and Academic Support Services before withdrawing from the

university. **Students may not withdraw from APSU 1000 unless they are withdrawing from the university.** The policy of Austin Peay State University will be followed regarding withdrawal from this class. Freshmen who withdraw from the university on line are required to complete a Freshman Withdrawal Survey before the withdrawal is complete.

E-Mail Use: To maintain compliance with the Federal Family Educational Rights and Privacy Act of 1974 (FERPA), all electronic communication will be conducted through your password protected university email account (APMail). No personal email addresses will be used. For your own protection it is strongly advised that you do not share your password with anyone. **I will not send any information to your personal e-mail account at any time.**

Minors on campus: According to APSU policy #3:032, non-enrolled minors (defined as those under the age of 18) are not allowed in classrooms. While we recognize that extenuating circumstances occur and make it difficult for some students to attend without bringing children with them on occasion, we must enforce University policy and thus will deny any request for a child to enter a classroom. You should also be aware that minors are not allowed in academic labs, computer labs, science labs, or the library. Further, children cannot be left in halls outside classrooms. Please be aware that the policy on unattended minors is for the purpose of ensuring that our classrooms are conducive to learning and for the safety and protection of minors. For additional information on minors on campus, contact the Office of Student Affairs in the Morgan University Center (221-7341).

Course Schedule: A schedule of assignments is posted on BlackBoard. It is your responsibility to make sure that you complete assignments in a timely manner regardless of whether you were reminded or not.

The schedule and procedures are subject to change by verbal and/or written announcement.