

# Introduction to Collegiate Studies – Fall, 2007

## SAM 136.74 Tuesday & Thursday (12:30-2:00)

### Syllabus

**Instructor:** Tess Johnson  
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**Office Hours:** By Appointment Only

**Texts:** Gardner, J.N., A.J. Jeweler, and B.O. Barefoot (2008). Step by step to college and career success (2<sup>nd</sup> Ed.) Boston, MA: Thomson Wadsworth Publishing.

Bonson, Po (2003). What should I do with my life? The true story of people who answered the ultimate question. New York, NY: Random House.

**Course Description:** SAM 136 is designed to increase student success at college. The overall goal of the course is to facilitate a smooth transition to college life by engaging the student in a structured curriculum of academic and life skills enhancement. To accomplish this goal, the content of the class includes: locating and utilizing campus resources, goal setting and time management skills, writing skills, test preparation and taking skills, critical thinking skills, career and major/minor exploration, cultural diversity issues, personal health and well-being strategies, money management, and leadership/civic service training.

#### Learning Objectives:

1. Learning to apply course material (to improve thinking, problem solving, and decisions).
2. Developing skill in expressing oneself orally or in writing.
3. Developing a clearer understanding of, and commitment to, personal values.
4. Acquiring skills in working with others as a member or a team.
5. Learning how to find and use resources for answering questions or solving problems.

#### Learning Outcomes:

1. Develop basic study skills (e.g. reading, writing, note taking and test taking).
2. Enhance critical thinking/problem solving.
3. Develop effective oral and written communication skills.
4. Locate and utilize university resources (e.g. career services, library, SAM Center, student services, etc.).
5. Enhance leadership, service learning, and civic responsibility skills/values.
6. Initiate career exploration and major/minor area of study exploration.
7. Become sensitive to and value different cultures and respect diversity.
8. Develop life skills (e.g. health/stress, nutrition, relationships/sex, alcohol/drugs, and money management).
9. Enhance effective group dynamics through course activities.

**Academic Dishonesty:** All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

**Classroom Rules of Conduct:** Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university. Cellular telephones and pagers must be turned off before class begins. Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction. Inappropriate behavior in the classroom shall result in a directive to leave class. Students who are especially disruptive also may be reported to the Dean of Students for disciplinary action in accordance with university policy.

**Visitors in the Classroom:** Unannounced visitors to class must present a current, official SHSU identification card to be permitted in the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor's discretion whether or not the visitor will be allowed to remain in the classroom.

**Attendance, Tardiness, and Early Exit Policy:** Attending class, arriving for class on time, and remaining in class until the end of the class period are fundamental to academic success. Arriving on time for class and remaining in class until the end of the class period show respect for your instructor, your fellow classmates, and/or any guest speakers. Because of its importance, a combination of 2 tardies and/or early exiting will be counted as 1 absence for the class. A maximum of **two absences for TTh classes or three absences for MWF classes** will be allowed. After **two or three absences**, each absence will result in a half letter grade (5 points) drop in the student's final letter grade. Students who miss class because of official University business will be given the opportunity to make up for missed work without penalty. However, students must inform the instructor prior to the absence.

**Absences on Religious Holy Days:** University policy states that a student who is absent from class for the observance of a religious holy day must be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. Student must be excused to travel for observance of a religious holy day. A student who wishes to be excused for a religious holy day must present the instructor with a written statement describing the holy day(s) and the travel involved. The instructor should provide the student with a written description of the deadline for the completion of missed exams or assignments.

**University ADA Policy:** Sam Houston State University seeks to provide reasonable accommodations for all qualified persons with disabilities. This University will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to register with Services for Students with Disabilities in the Counseling Center and to contact faculty members in a timely fashion to arrange for suitable accommodations.

## Grading Scale:

90-100	<b>A</b>	Excellent Work
80-89	<b>B</b>	Good Work
70-79	<b>C</b>	Acceptable Work
60-69	<b>D</b>	Not Acceptable Work
Below 60	<b>F</b>	Failing Work

## Assignments/Grades:

**Written** (Individual Research Assignments) **40%**

**Class Participation** **40%**

Includes daily quizzes, journaling, in-class assignments, group work, homework, in-class discussion participation, in-class presentations, service learning and attendance. It is your responsibility to read the chapters before they are covered in class.

**Tests, Midterm, Final** **20%**

**\*LATE ASSIGNMENTS WILL NOT BE ACCEPTED.**

## Service Learning Opportunity:

Each student will volunteer 5 hours of service learning to enhance their involvement in the culture of Sam Houston State and the surrounding community. The service learning project for Fall 2007 will assist the United Way.

**Weekly Journal Entries:** As a class you will participate in a weekly online discussion of a given topic. You will be graded on the quantity and quality of your contribution to the discussion. You must use complete sentences and refrain from abbreviations commonly used in email or text messaging. Your participation will be date and time stamped and must be recorded by 5 p.m. on the Friday of the week they are assigned.

## Individual Research Assignments:

1. **Career Research Paper & Class Presentation:** This paper and presentation should focus on a specific career you wish to explore. This project will tie in very closely with a specific major you have chosen or are thinking about choosing. The paper should be 7-9 pages in length, typed and double-spaced. Think about how you might utilize Career Services, Counseling Services, the Newton Gresham Library, internet, and any other personal sources you may have. You will be presenting this paper to the class. Some of the major areas you should cover include the following:
  - a. Overview of your chosen industry and various occupations within that industry
  - b. Job outlook and salary ranges
  - c. Skills and education needed
  - d. Role of your personality and how it may pertain to/affect your chosen career
  - e. Statement regarding your educational goals that will lead to your chosen career (specific classes, coursework, part-time jobs, internships, hands-on experience, personal growth, networking, etc.)
  - f. Reference list required (5 references – only 3 can be internet) (must follow MLA or APA Guidelines)

**Tests, Midterm and Final Exams:** Will consist of short answer, listing, multiple choice, true/false, essay etc. questions. The final will be a comprehensive exam.

## CLASS SCHEDULE

August 21 <sup>st</sup> -	Introductions
August 23 <sup>rd</sup> -	Syllabus & Step 1
August 28 <sup>th</sup> -	Step 1 Contd. (United Way)
August 30 <sup>th</sup> -	Step 2
September 4 <sup>th</sup> -	Step 2 Contd. ( <b>Research Topic Due</b> )
September 6 <sup>th</sup> -	Step 3
September 11 <sup>th</sup> -	Library Visit-Rm. 157
September 13 <sup>th</sup> -	Step 3 Contd.
September 18 <sup>th</sup> -	Step 4 ( <b>Outline for Research Paper Due</b> )
September 20 <sup>th</sup> -	Step 4 (Contd.)
September 25 <sup>th</sup> -	Guest Speaker
September 27 <sup>th</sup> -	Step 5
October 2 <sup>nd</sup> -	Step 6
October 4 <sup>th</sup> -	Reading Center
October 9 <sup>th</sup> -	Mid-term Review
October 11 <sup>th</sup> -	Mid-term Exam
October 16 <sup>th</sup> -	Step 7
October 18 <sup>th</sup> -	Step 7 (Contd.)( <b>First Draft of Research Paper Due.</b> )
October 23 <sup>rd</sup> -	Step 8
October 25 <sup>th</sup> -	Step 8 (Contd.)
October 30 <sup>th</sup> -	Step 9
November 1 <sup>st</sup> -	Step 9 (Contd.)
November 6 <sup>th</sup> -	Step 10
November 8 <sup>th</sup> -	Step 11 ( <b>Final Draft of Research Paper Due.</b> )
November 13 <sup>th</sup> -	Step 12
November 15 <sup>th</sup> -	Step 12 (Contd.)
November 20 <sup>th</sup> -	NO CLASS HAPPY THANKSGIVING!!!
November 27 <sup>th</sup> -	Class Presentations
November 29 <sup>th</sup> -	Class Presentations
December 4 <sup>th</sup> -	Class Presentations
December 6 <sup>th</sup> -	Final Exam Review
December 11 <sup>th</sup> -	Final Exam 11-1

### Please Note the Following Dates

\*September 5<sup>th</sup> is the last day to drop without a "Q" and 100% refund

\*October 10<sup>th</sup> is the last day to drop without receiving grade of "F"