Freshman Seminar

SFA 101  
Fall 2017  
Dr. N. L. Markworth  
Ashley Cates

Writing Assignment Topics  
Office Hours  
Markworth’s Office
SFA 101 Home  
MWF  2:00 - 4:00 PM  
Room S-322F
Student Instructor: Ashley Cates  
Class Meets: 12\textsuperscript{th} – 1\textsuperscript{st} TR  
468-3001
McKibben 269  
Markworth’s Home Page

Description  
The freshman seminar is designed to increase student success in college. Topics include time management, college note and test taking, critical thinking skills, career planning, the nature of a university, and ways to become part of the college community. While ultimate responsibility for success in college rests with the student, this course can provide fundamental assistance.

Subjects and Objectives:  At the completion of SFA 101, the student will be informed of the following areas and how they relate to their success.

ACADEMIC INTEGRITY  
ACCESSING AND EVALUATING INFORMATION  
CAMPUS AND COMMUNITY SERVICE OPPORTUNITIES  
COLLEGE CLASSROOM LEARNING STRATEGIES  
OVERVIEW UNIVERSITY RESOURCES  
PERSONAL SURVIVAL SKILLS  
SFA HISTORY, TRADITIONS, AND PRIDE  
TRUE VALUE OF A COLLEGE EDUCATION  
UNIVERSITY RULES AND PROCEDURES  
WORKING SUCCESSFULLY WITH PEERS, FACULTY, AND STAFF

Materials  
All students will receive a "Keys to College Success" study sheet and a SFA 101 Handbook at the beginning of the semester. Information in these materials will be used for class discussion, and be the basis of questions on the exam. Make sure you get them, read them, and understand them.
Attendance

Attendance is mandatory. The percentage of times you are present when role is taken will determine **30%** of your final grade. You will lose **3%** of your grade each time you have an undocumented excuse. There will be several evening events scheduled (see the SFA 101 web page). These include the College Convocations, one Fine Arts Event, and a tour of the SFA Observatory (Nov 13) or Planetarium (Nov 15). You must attend at least two of the events. At some point in the semester you will also have a time scheduled to meet with the instructor and the TA.

A documented excuse is one that is verifiable concerning some medical, family, or personal emergency. You will be required to submit the documentation. Oversleeping, leaving town for weddings, concerts, etc. are not considered acceptable excuses.

Electronic Participation

A requirement of enrollment at SFASU is that each student must activate the email account assigned to you. Your email account is automatically activated, but if you have difficulty, please consult this link. We are using the course management system Desire2Learn (D2L) for grade posting and communications. Please login and fill out your User Profile, including a recent picture, for a quick two points. Each week, beginning the week of September 5th, I will post a question to D2L. You may answer that question, or respond (appropriately) to someone else's response. You may also bring up a new point regarding a previous week’s question.

Each month, beginning in September, you must contribute AT LEAST two times, so that by the end of the semester, you have a least five "meaningful" contributions to the online discussion. By "meaningful", I mean a response that reveals your thoughts or ideas, and an explanation for your statement. In other words, if you state an opinion, also include why you hold that opinion. The discussion topics will each reflect something related to class discussion, so this will be a means to think more deeply about them and further share ideas. "Bashing" a classmate's ideas or responses will not be accepted. Your discussion participation will comprise **20%** of your course grade. You will only receive half credit for contributions that are not within the monthly deadline.

Exam

There will be one exam during the semester. It will be on October 24th, and it will include multiple choice and short answer questions and one essay question. The exam will be based on material in the readings and classes. The exam will not be particularly difficult, if you have done the readings and attended class. In addition to testing you on the material, this exam will give us a chance to see how you do on different types of questions and to make suggestions to you for when you take exams in other classes. Your grade on this exam will determine **20%** of your final grade. There will be no final exam.

Writing Assignments

Five times during the semester, you will turn in 1.5-2 page papers (~400 words each). Ashley and I will be the only ones to read these papers. There will be a list of paper topics available below on the class webpage. You may choose any five for your papers. The due dates for the papers are indicated on the schedule below, and on those dates the paper is due at the beginning of class. Notice on the calendar that some papers will be done in class. The is a dropbox in D2L for submitting your papers.

All papers (except those done in class) must be turned in typed (there are several computer labs across campus that you may use at no charge). Proper sentence structure and spelling are required. Superficial papers will not receive full credit. Otherwise, as long as your paper is a reasonable attempt to follow the directions, it will be considered correct. Your grades on these five papers will determine **30%** of your final grade (6% each paper). Late papers will be penalized (-0.5% for later that day, -1% for each subsequent day).
Summary

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<thead>
<tr>
<th>Summary</th>
<th>Attendance 30%</th>
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<tbody>
<tr>
<td></td>
<td>Discussion 20%</td>
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<td>Exam 20%</td>
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<td>Papers 30%</td>
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Grades

SFA 101 is a graded course. Passing this course will give you one semester credit that can be used toward the total number of credits you need to graduate.

The grading system is as follows:

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<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90 - 100%</td>
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<tr>
<td>B</td>
<td>80 - 89%</td>
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<tr>
<td>C</td>
<td>70 - 79%</td>
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<tr>
<td>D</td>
<td>60 - 69%</td>
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<tr>
<td>F</td>
<td>&lt; 60%</td>
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Class Rules

Following these few rules will help to maximize the SFA 101 experience for you and your classmates:

- Attend every class.
- Read the assigned material, and **turn in all required work on the day it is due.** (This is because your other professors will likely not be flexible.)
- Participate in individual and group activities and discussions.
- Treat everyone in the class with respect and courtesy.
- Demonstrate professional behavior and use language appropriate for the classroom learning experience.
- PDAs, cell phones, and other electronic devices should be turned off and put away during class time.
- Ask questions!

MAIL: Please check your Jacks email account regularly. Your Titan account is the official email account for SFASU.

D2L will be the official tool in your SFA 101 class for communicating the important reminders, announcements, and further assignment directions.

COURSE COMPLAINTS: Any college course complaints or problems should first be discussed with the course instructor for the particular course. Difficulties can usually be resolved there. If the complaint cannot be resolved, the next person to see is the appropriate department chairperson. For SFA 101, the chairperson is Dr. M.C. Breen (Steen Library, Room 203L; 936-468-1588).

STUDENT ETHICS AND OTHER POLICY INFORMATION: FOUND AT HTTP://WWW.SFASU.EDU/POLICIES

The following policies apply to all students enrolled in courses at Stephen F. Austin State University.

Class Attendance and Excused Absence: Policy 6.7

Regular, punctual attendance, documented participation, and submission of completed assignments are expected. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports (including the first 12 day attendance report) and in determining final grades. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for up to three weeks of absences depending on the nature of the
missed work. Make-up work must be completed as soon as possible after
returning from an absence.

**Academic Accommodation for Students with Disabilities: Policy 6.1 and 6.6**

To obtain disability related accommodations, alternate formats and/or auxiliary
aids, students with disabilities must contact the Office of Disability Services
(ODS), Human Services Building, and Room 325, 936-468-3004 as early as
possible in the semester. Once verified, ODS will notify the course instructor and
outline the accommodation and/or auxiliary aids to be provided.

Failure to request services in a timely manner may delay your accommodations.
For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/)

**Student Academic Dishonesty: Policy 4.1**

Abiding by university policy on academic integrity is a responsibility of all
university faculty and students. Faculty members must promote the components
of academic integrity in their instruction, and course syllabi are required to
provide information about penalties for cheating and plagiarism, as well as the
appeal process.

**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to:

- using or attempting to use unauthorized materials on any class
  assignment or exam;
- falsifying or inventing of any information, including citations, on an
  assignment;
- helping or attempting to help another in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were
one’s own. Examples of plagiarism include, but are not limited to:

- submitting an assignment as one’s own work when it is at least partly
  the work of another person;
- submitting a work that has been purchased or otherwise obtained from
  the Internet or another source;
- incorporating the words or ideas of an author into one’s paper or
  presentation without giving the author credit.

**Penalties for Academic Dishonesty**

Penalties may include, but are not limited to, reprimand, no credit for the
assignment or exam, re-submission of the work, make-up exam, failure of the
course, or expulsion from the university.

**Student Appeals**

A student who wishes to appeal decisions related to academic dishonesty
should follow procedures outlined in Academic Appeals by Students (6.3).

**Withheld Grades: Policy 5.5**

At the discretion of the instructor of record and with the approval of the
academic unit head, a grade of WH will be assigned only if the student cannot
complete the course work because of unavoidable circumstances. Students
must complete the work within one calendar year from the end of the semester
in which they receive a WH, or the grade automatically becomes an F, except as
allowed through policy [i.e., Active Military Service (6.14)]. If students register for
the same course in future semesters, the WH will automatically become an F.
and will be counted as a repeated course for the purpose of computing the grade point average.

**Student Code of Conduct: Policy 10.4**

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program. Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This policy applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare: Early Alert Program at SFA. Information regarding the iCare program is found at [http://www.sfasu.edu/judicial/earlyalert.asp](http://www.sfasu.edu/judicial/earlyalert.asp) or call the office at 936-468-2703.
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<th>Month</th>
<th>Tuesday</th>
<th>Thursday</th>
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<tr>
<td>Aug</td>
<td>29 AARC Overview - AARC(*)</td>
<td>31 Intro to course &amp; each other Tips to Freshmen</td>
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<td>Sep</td>
<td>5 Tour of Library (*) LINC</td>
<td>7 Dodgeball at the REC</td>
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<td>12 Campus Tour: Major Student Assistance Centers Traditions Council Tour (*) (Join an organization Paper Due)</td>
<td>14 Learning Styles Exam Strategies</td>
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<td>19 How Does Your Brain Work?</td>
<td>21 Goal Setting Critical Thinking</td>
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<td></td>
<td>26 Resume Construction 101 (*)</td>
<td>28 University Rules and Procedures</td>
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<td>Oct</td>
<td>3 Study Strategies (Resume Paper Due)</td>
<td>5 Note Taking Systems</td>
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<td>10 Cultural Diversity (p.63) and Campus</td>
<td>12 The History of SFA The History of Nacogdoches</td>
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<td>17 (Paper Due)</td>
<td>19 Typefocus Survey(*) Time Management</td>
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<td>24 Exam in Class</td>
<td>26</td>
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<td>Nov</td>
<td>31 Know Yourself: personality Kingdomality</td>
<td>2 TypeFocus Interpretation * BUSI 133</td>
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<td>7 (Paper Due)</td>
<td>9 Assessment preparation Tunnel of Oppression 7 PM</td>
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<td>14 Making Progress</td>
<td>16 (Paper Due)</td>
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<td>21 Stress management</td>
<td>23 Thanksgiving Holiday</td>
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<td>Dec</td>
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Presidents’ Kickoff will take place at **William R. Johnson Coliseum** from **4-4:30 p.m.** on Thursday, **August 30th**

Freshmen tailgate will be at the Ag pond from 4:30-5:30, Aug 30
Students then have the opportunity to participate in Jacks Charge. The class of 2016 will follow the football team as they run through the SFA helmet onto the field. Students will charge the football field with their axe handles, and be introduced as “the class of 2016.”