SFA 101 WEBSITE: www.sfasu.edu/sfa101
Use this site to get information on upcoming events and to register for the observatory and planetarium events.
Use www.finearts.sfasu.edu/events for information on Fine Arts events.

COURSE DESCRIPTION:
This course provides study and practice in methods for success in college. Topics include critical thinking skills, study skills, time and money management, goal setting, career planning, and a review of university resources and regulations.

Program/Student Learning Outcomes:
Upon completion of SFA 101 the student will be informed of the following areas and how they relate to their success:

- Evaluate the significance of academic integrity.
- Construct a strategy for accessing and evaluating information through Steen Library.
- Select campus and community service opportunities in which he/she is interested.
- Apply college classroom learning strategies within this class and others.
- Investigate an overview of university resources.
- Develop personal survival skills.
- Examine SFA history, traditions, and pride.
- Argue the true value of a college education.
- Relate university rules and procedures to his/her personal behavior at SFA.
- Demonstrate working successfully with peers, faculty, and staff

CLASS READINGS AND MATERIALS: All students will receive a Keys to College Success pamphlet and an SFA 101 Freshman Success Handbook at the beginning of the semester. Information in the study sheet and handbook will be used for class discussions. Make sure you get them, read them, and understand them. You will also need a class notebook of some type.

COURSE METHODS AND ACTIVITIES: You will participate in the class in the following ways:

- Small group discussion
- Whole class discussion
- Guest speakers
- Visits to campus locations
- Games and exercises
- Illustrated lecture
- Individual conference
Events and Activities

Class will attend/participate in throughout Semester:
- Freshman Convocation by Colleges/Majors
- Tour of the Library
- SFA Observatory Trip
- Tunnel of Oppression
- Fine Arts Events
- Time Management Presentation
- Counseling Services
- AARC Information
- How to Balance All that College Demands
- Setting Goals
- Getting Involved

Attendance Policy
Attendance will be taken at all classes and activities. Students unable to attend out-of-class events due to legitimate work or academic reasons will be given alternative options. Students may make up absences by attending additional university events provided the event is approved in advance. Students making up absences in this manner must provide documentation of attendance acceptable to the instructor.

Class will begin on time. Two (2) tardies will count as one (1) absence.

Grading Policy
Students will earn points for attendance and activities. Each class will be worth 2 points for a possible total of 56 points. Out-of-class activities will be assigned point values. Grades will be assigned according to total number of points. Appropriate documentation for attendance at activities will be announced when the activities are announced. Activities will include a wide range of events such as speakers, movie nights and other campus-sponsored events, participating in Homecoming and Parents’ Weekend events, attending sporting events, fine arts events, visiting art galleries, etc. There will be more than enough activities to choose from to make an A in the class and have a good time as well. Remember, this course is about getting involved and being a part of SFA.

90-100 points A
80-89 points B
70-79 points C
60-69 points D
<60 points F

Office Hours: By appointment

MAIL: Please check your Jacks email and D2L accounts regularly. Email and D2L will be the official tools for communicating the important reminders, announcements, and further assignment directions. Personal email accounts will not be used. Please be aware that if you
receive a
D2L
message
in your
Jacks account, you cannot respond to it in Jacks. You MUST sign on to D2L to respond.

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

1. Attend every class.
2. 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.) Attendance at an event can be documented with a date-stamped “selfie” forwarded to pscott@sfasu.edu or Harrisc2@jacks.sfasu.edu

3. Participate in individual and group activities and discussions.
4. Treat everyone in the class with respect and courtesy.
5. All students are expected demonstrate professional behavior and use language appropriate for the classroom learning experience.
6. Cell phones and other electronic devices should be turned off and put away during class time.
7. Ask questions!

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 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/

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
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.

**Tentative Class Calendar**

Don’t forget to read the Keys to College Success and all Lumberjack Links on www.sfasu.eu/sfa101.

<table>
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<tr>
<th>Monday</th>
<th>Wednesday</th>
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| **Week 1**, Aug. 28  
Greetings and class structure | Aug. 30 – Time Management – Part 1  
Students to be syllabi and planners to class |
| **Week 2**, Sept 4 – Labor Day  
**REMINDER: BRING FILLED OUT PLANNER TO NEXT CLASS** | Sept. 6 – Rules and Regulations  
Checking planners for points  
Brown bag assignment explained  
2021 Class photo 7:30 Sept 8th !!!! |
| **Week 3**, Sept. 11 – What’s my Bag?  
Brown bag assignment due | Sept. 13 – Social Media and Electronic Communication |
| **Week 4**, Sept. 18 – AARC Presentation “I was once You”  
**REMINDER: PASS OUT PROF CHAT – DUE 10/11** | Sept. 20 – NO CLASS  
Use this time to make an appointment with an instructor or get a voucher for a Fine Arts Event |
| **Week 5**, Sept. 25 – Individual Meetings  
Come to class. Each student will get a few minutes alone to visit with either Dr. Scott or Lauren | Sept. 27 – What is Academic Integrity? |
| **Week 6**, Oct. 2 – The Dilemma of Dr. Lovelit  
In-class group assignment on academic integrity  
**REMINDER: PLAY TONIGHT; 7:30 P.M., TURNER AUDITORIUM – GOT TICKET?** | Oct. 4 – Budgeting and Finance |
| Week 7, Oct. 9–SFA Traditions Council Tour |  
| **REMINDER: PROF CHAT DUE AND DOUBLE-CHECK WHERE WE WILL MEET ON WEDNESDAY** | Oct. 11 – Involvement Center  
|  |  
|  | We will either have a guest speaker or we will meet at one of the two centers |  
| Week 8, Oct. 16 – Homecoming week (Homecoming Game Oct 21st) | Oct. 18 - SFA Traditions – Special Secret Activity |  
| Week 9, Oct. 23 – Campus Resources – What do you still need? | Oct. 25 – Working Successfully with Peers and Faculty led by Lauren |  
| **REMINDER: REGISTER FOR OBSERVATORY AND/OR PLANETARIUM AT THE SFA101 WEBSITE** |  
| Week 10, Oct. 30 – What Happens Next? Discovering gender differences in sexual viewpoints | Nov. 1 – Mid-Semester How to check your grades. To drop or not to drop? Planning for the second half. |  
|  | Bring jackets! |  
| Week 11, Nov. 6 – NO CLASS Attend Tunnel of Oppression 6-8 p.m. | Nov. 8 – No Class Use this day for Involvement Center advising or selecting a Fine Arts event to attend. |  
| Week 12, Nov. 13 – Campus Involvement and Employment How important is it to your future? Visit Observatory! Times are TBD | Nov. 15 – Lauren’s Favorite Topic! (Which will be something that gets you ready to succeed academically!) Visit Planetarium In math building time TBD |  
| Week 13, Nov. 20 – NO CLASS, Thanksgiving holiday | Nov. 22 - Thanksgiving holiday |  
| Week 14, Nov. 27 – The True Value of a College Education | Nov. 29 – Final exam and celebration |  
| Week 15, Dec. 4 – DEAD WEEK – NO CLASS | Dec. 6 – DEAD WEEK – NO CLASS |  

**Point System**

Some of these are specific and others are examples. If you have an opportunity to participate in an activity or event, take a selfie and let’s confer about it!

- **Attendance/Participation** – maximum of 56 points (2 per day)
- Tunnel of Oppression – 5 points
- What’s My Bag? – 4 points
- Time Management Session (Bring syllabi and calendar) – 3 points
- Homecoming game or bonfire – 5 points
- Prof Chat assignment – 10 points
- Involvement Center Advising – 5 points
- Social Media “Clean Up” (must invite Courtney) – 3 points
Individual meeting with Dr. Scott or Courtney – 5 points
2 Separate university events or activities – 2 points each
    Ex: ball game, religious service/activity, Weeks of Welcome events, club or organization event
Planetarium, Observatory and Fine Arts event – 5 points each
Freshman Convocation – 3 points
Photo with Baker Pattillo – 10 points