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.

In other words, the goal of this class is to acclimate students to their new living and learning environment. While college is a time of freedom and exploration, it is also a time of great change. Our purpose here is to help one another survive this wave of change, succeed in our first semester of school, come to learn more about our new school, and discover how to have fun and be safe.

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 have access to the *SFA 101 Freshman Success Handbook* online. Information in the study sheet and handbook will be used for class discussions. 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
- Videos
- Games and exercises
- Illustrated lecture
- Individual meetings

GRADING POLICY: 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:

\[
\begin{align*}
A &= 90\% \text{ of points (450 – 500 points)} \\
B &= 80\% \text{ of points (400 – 449 points)} \\
C &= 70\% \text{ of points (350 – 399 points)} \\
D &= 60\% \text{ of points (300 – 349 points)} \\
F &= \text{less than 60}\% \text{ of points (0 – 299 points)}
\end{align*}
\]

Grades: | Points |
---|---|
Attendance | 50 |
Meetings | 20 |
Outside Events | 30 |
Exam | 100 |
Writing for Reflection | 200 |
Research Presentation | 100 |
Total | 500 points |

Class Attendance: 50 points. Class attendance is mandatory; therefore, please plan to attend ALL class sessions. Attendance will be taken daily. Every absence that you incur will result in a deduction 2 points from your final grade. Arriving late to class and leaving early will also count as an absence.

Instructor/Student Instructor Meetings: 20 points. Two individual meetings with the instructor or the student instructor will be scheduled. The purpose of the meeting is to allow you to ask questions, get clarification about college life or just to chat about whatever is on your mind. They count for 10 points each.

Outside Events: 30 points. You will be required to attend two (2) outside events provided by SFA. You must provide sufficient documentation of the event of
your choice. Attendance to these events will be valued at 15 points each. After you attend each event, you will turn in your ticket and a one-page write up on the event. In this write up, we want you to discuss why you chose to attend the event and what you got from it (entertainment, enlarged your cultural world, extra credit points for a class, etc.). Each ticket/write up will be worth 25 points and together will count for one of your essays.

**Exam:** 100 points. Only one exam (Celebration of Knowledge) will be given during the semester. It will include true/false, matching, multiple choice, fill in blank, and essay items. The exam will be based on material from assigned readings and class discussion; it should not be difficult if you have done the readings and participated in classes. In addition to testing you on the course material, this exam will indicate how you perform with different types of test questions and allow your instructor to make suggestions to improve your test taking skills in other classes. **There is no final exam.**

**Writing for Reflection:** 200 points. From the calendar that is provided at the end of the syllabus, you will see that you will turn in “essays” throughout the semester. Three of these essays is to be 2 pages in length (2 pages means 2 full pages) and will not require research. Instead, we will provide you with a specific question that we would like you to answer. The questions given will center on how different aspects of life are going for you at SFA. We encourage you not to leave these assignments until the last minute, but to take some time when writing each essay. Each paper will be worth 50 points. The other two essays (worth 25 points each) is your write up from the outside event you attended.

**Research Presentation:** 100 points. At the end of October/start of November, we will begin our research project. This will be done, mainly, during class time. This will include our going to the library, learning about the archives, researching an SFA centered issue, developing a research poster, and, finally, presenting this poster.

**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.)
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!

When students have personal technology available in the classroom, it should be used appropriately. Using devices for interacting on social media sites is not an appropriate in-class use of technology. Sending or receiving texts, instant messages, or making/receiving phone calls can cause distractions to the instructor and to fellow students. It is considered common courtesy
to turn off electronic devices during meetings unless the technology is being used for a specific purpose in the meeting. Consider your class time as a meeting. Cell phones, computers, and other electronic devices in the classroom are to be used for class purposes only.

MAIL: Please check your Jacks email account regularly. Your Jacks 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, this person is Dr. Janet Tareilo, Association Provost for Academic Affairs (936-468-1881).

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

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to (1) using or attempting to use unauthorized materials on any assignment or exam; (2) falsifying or inventing of any information, including citations, on an assigned exercise; and/or (3) 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 (1) submitting an assignment as if it were one's own work when is at least partly the work of another person; (2) submitting a work that has been purchased or otherwise obtained from the Internet or another source; and/or (3) incorporating the words or ideas of an author into one's paper without giving the author credit. 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. Please read the complete policy at http://www.sfasu.edu/policies/4.1-student-academic-dishonesty.pdf

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).

Course Grades (University 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 related to active military service. 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. Please refer to the complete policy at http://www.sfasu.edu/policies/course-grades.pdf.

Students with Disabilities
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Room 325 in the Human Services Building, 468-3004/468-1004 (TDD) 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 Conduct (University 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 (see the full Student Conduct Code at [http://www.sfasu.edu/policies/student-code-of-conduct-10.4.pdf](http://www.sfasu.edu/policies/student-code-of-conduct-10.4.pdf).) 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 prohibition 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. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

---

**SFA 101.043  Fall 2018**

**TENTATIVE SCHEDULE**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
</tr>
</thead>
</table>
| Aug. 27 – Aug. 31 | Class overview, High School to College Changes  
Homework: Writing Assignment 1 - Write a 2-3 page personal discussion pertaining to the fun discoveries or nerve-racking troubles run into already on campus AND discuss the great hopes or fears that you have for the coming semester. **Due Wed. 8/29**  
**Special Honors Event Aug. 29: Pizza Palooza 12:00 – 2:00** |
| Sep. 3 – 7 | Overview of AARC Learning Strategies  
Homework: Writing Assignment 2 - Again, this assignment will be two to three pages. For the first page, walk us through how you studied in high school? How did you study for exams? How much time did you spend on homework? Etc. Then, walk us through what your study schedule has been since you have been at college (yes, there may be less required course work so far). Also, break down your average week: how many hours are you awake in a day? What do you do with those hours? Be honest. **Due Mon. 9/10** |
| Sep. 10 - 14 | Monday – AARC Tour  
Time Management and Procrastination  
Notetaking and Reading  
**Special Honors Event Sep. 12 – Donuts with the Director 9:00-10:30** |
| Sep. 17 - 21 | Personal Survival Skills  
Campus Resources – SFA Dining |
| Sep. 24 – 28 | Critical Thinking and Integrity  
Be the Match Program  
Career Planning |
| Oct. 1 – 5 | Working Successfully with Faculty, Staff, and Peers  
Study Skills  
Test Taking |
| Oct. 8 – 12 | Individual Meetings |
Homework: As in the past, this is to be a two to three-page document. In this essay, we want you to discuss your views on education. Work to answer such questions as: What is the purpose of going to college? What do you think about your classes? What is your favorite class? Why? What is your major? Why have you chosen this as a major? Etc.

**Due Mon. 10/15**

<table>
<thead>
<tr>
<th>Oct 15 – 19</th>
<th>Personal Survival Skills – Health, Safety and Fitness</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Self Esteem, Stress Management, Resiliency</td>
</tr>
<tr>
<td>Oct. 22 – 26</td>
<td>SFA History, Traditions, and Pride (Homecoming Week)</td>
</tr>
<tr>
<td>Oct. 29 – Nov. 2</td>
<td>What do I want in life. The research project.</td>
</tr>
<tr>
<td></td>
<td>Accessing and Evaluating Information using library resources</td>
</tr>
<tr>
<td>Nov. 5 – 9</td>
<td>True Value of a College Education – How Much Does College Really Cost?</td>
</tr>
<tr>
<td></td>
<td>Grades, GPA, and Spring Scheduling</td>
</tr>
<tr>
<td>Nov. 12 – 16</td>
<td>Personal Survival Skills – Money Management/Budgeting</td>
</tr>
<tr>
<td></td>
<td>My First Semester at College – What I have Learned</td>
</tr>
<tr>
<td>Nov. 19 – 23</td>
<td>Thanksgiving Holiday – No class</td>
</tr>
<tr>
<td>Nov. 26 – 30</td>
<td>Finals Study Plan</td>
</tr>
<tr>
<td></td>
<td>Review of Study Skills</td>
</tr>
<tr>
<td>Dec. 3 – 7</td>
<td>Study Week</td>
</tr>
<tr>
<td>Dec. 10- 14</td>
<td>Finals Week! GOOD LUCK!!</td>
</tr>
</tbody>
</table>