Class Location: MCKB 451
Class Time: Wednesdays @ 11:00 a.m.—12:40 p.m.
Instructor: Coach Kimberly Squyres Wagner
Student Instructor: Gabrielle Sigler/gabrielle4654.gs@gmail.com
Office Location: Vera Dugas Liberal Arts North, Room 412
Office Hours: No office hours Mondays or Fridays (due to debate tournament travel)
T: 9:45 a.m.-10:45 a.m. & 3:30 p.m.-4:00 p.m.
W: 9:45 a.m.-10:45 a.m. & 1:00 p.m.-2:30 p.m.
R: 9:45 a.m.-10:45 a.m.
Or by special scheduled appointment
Phone/Email: 936.468.1086 or squyreska@sfasu.edu ***DO NOT EMAIL VIA D2L***

Required Text & Class Materials: All students will receive a 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 and you should bring an electronic device such as a laptop or smart phone to class.

General 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.

SFA 101 Specialty Course Purpose: To teach SFA 101 students relevant skills using an interactive, challenging, yet, exciting, new approach to communication and college.

Thesis: The SFA 101 course will take on a class project to start up an active Toastmasters Club in Nacogdoches and host a public speaking event (such as a Ted Talk) at the end of the semester. (While students would not be required to give a formal speech, it would be encouraged, however, the primary goal of this course would be to create this event and find speakers for the event, etc.).
**SFA 101 Specialty Course Description**: As young, emerging professionals, developing independence and confidence as leaders is vital for your career, and this course is student-driven, with the ideas of the students considered first. This interactive class is more about teamwork and taking action, rather than just sitting in a seat and listening to a lecture.

This specialty SFA101 course has been designed to be extremely flexible with a “choose-your-own-adventure” style. There will be multiple paths of opportunity to earn credit and experience and no two adventures will be alike. However, students should plan ahead and choose their individual adventures carefully so that they earn enough credits to earn their desired grade in the course.

All students will enjoy some of the same benefits in developing professional skills such as organization, teamwork, social media and technology, critical thinking, interpersonal communication, networking, negotiation, leadership, public speaking, goal setting and time management, and event planning and coordination, and all of you will make friends, and of course, have a lot of fun!

**Benefits**: To learn and apply the skills mentioned in the previous line, to encourage confidence, to get students acquainted with other students, faculty, staff, and administrators on campus, and to meet and network with leaders and business owners within the Nacogdoches community, which could lead them volunteer, job, and internship opportunities. In addition, it’s an opportunity to engage students actively, in and out of the classroom, and help them to become familiar with the Nacogdoches community way of life, as well as the resources, traditions and history of Stephen F. Austin State University, so that they too, can become proud Lumberjacks.

**Stephen F. Austin State University Policies & Guidelines for Courses**

**Academic Integrity**: Students in this class are expected to read and abide by the university policy on academic integrity. If a student is found in violation of this policy, he/she will be subject to receiving a failing grade for this course, and the violation will be reported to the proper university authorities. Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

**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 to aid in achieving a better grade on a component of a class; (2) the falsification or invention 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 your own. Examples of plagiarism are (1) submitting an assignment as if it were one’s own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one’s paper without giving the author due credit. Please read the complete policy at: [http://www.sfasu.edu/policies/academic_integrity.asp](http://www.sfasu.edu/policies/academic_integrity.asp)

**Acceptable Student Behavior**: 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 Student Conduct Code, policy D-34.1). 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 Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.
**Responsible use of technology:** It is expected that all students will only utilize cell phones, PDAs, laptop computers, MP3 players and other technology outside of class time or when appropriate in class. Answering a cell phone, texting, listening to music or using a laptop for matters unrelated to the course may be grounds for dismissal from class or other penalties.

**Withheld Grades Semester Grades Policy (A-54):** Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, 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. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

**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), Human Services Building, Room 325, 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/](http://www.sfasu.edu/disabilityservices/).

**Coach Wagner’s Teaching Philosophy & What You Can Expect from This Course:**

- By the end of this course, my hope is that you will learn to respect different aspects of communication as an applicable and useful skill that will help you in your personal and professional life.
- My goal is to help you to help yourself. All grades are earned—not given. If you do not care to learn, I will not force you, but you must accept the consequences of not caring, which will most likely result in you failing the course. Some of you will learn a few hard “life lessons,” in this course rather than just public speaking skills. You are all adults and you will be treated as such.
- Through a partnership with each and every one of you, and through positive attitudes and interactions, I hope to create a learning environment that will encourage each of you to want to learn, to come to class, and to support each other. Remember that practice makes PROGRESS. This class is designed for you to make mistakes, but learn how to overcome them. You WILL leave this class a better communicator—not perfect, but better.
- I strive to remain empathetic and understanding to each of my students and help each of you as much as you will allow. I strive to clearly communicate, to provide efficient feedback, boost your confidence, and help you grow as communicators. I will challenge you, but I will be fair, and I will empower you to take charge of your future. And at the end of the day, always remember: Hakuna Matata!

**SFA Debate Program:** For more information, please contact Director of Debate, Coach Kimberly Wagner at squyreska@sfasu.edu. The team meets weekly for practice and travels to 10 tournaments each academic year. Debate helps you with research, critical thinking, and speaking skills, and is an excellent addition to your resume.
Coach Wagner’s Course Guidelines & Expectations:
Please read through this section as it contains valuable information that may drastically affect your success in this course. Always refer to the syllabus before coming to your professor with questions. However, should you have questions that are not answered below, please schedule an office visit or email squyreska@sfasu.edu Messages will be answered within 48 hours. Do not email via D2L. Messages in D2L are not checked on a regular basis.

1. Absences Don’t Make the Heart Grow Fonder…: If you don’t come to class…you shall not pass!
   o Each student has TWO “can’t even days” which will not count against them. (Life happens-- I get it). This is more than generous. Beginning with the fourth unexcused absence, 50 points will be deducted from the overall grade for each day missed.
   o No absences will be allowed for evaluated activities such as exams, in-class assignments, or speeches. If a student does miss a test, speech, or evaluated activity, then they MUST SHOW DOCUMENTED PROOF OF ABSENCE and students will be allowed to make up work for those absences when conditions are clearly beyond the student's control (death in family, official university business, sickness) and these conditions are well documented (ex: doctor's note and there is an on-campus clinic) according to university standards.
   o All excused makeups will be the day and time of the scheduled final exam. This is the responsibility of the student and not the professor. There is no extra credit for perfect attendance.
   o Students must also submit assignments via Dropbox before class if they know they will be absent on a day that an assignment is due. This is a critical requirement to be able to make up speeches.
   o Exams are completed online on D2L, so poor excuses are not tolerated.

2. On Lateness & Leaving: No cause for alarm…just set it 10 minutes earlier!
   o Promptness is expected. Consistent tardiness or leaving class early will adversely affect your grade. The classroom door is locked at the exact time class begins and you will not be permitted into class once the door is locked. Excessive tardiness (2 or more) will result in major point deductions.
   o It is YOUR responsibility to let me know AFTER class if you are tardy. Be prepared to begin an activity as soon as class begins.
   o Please do not ask excessive questions before class or at the beginning of class regarding assignments. Review all assignment guidelines and if you still have questions, send an email or visit during office hours.
   o You cannot leave during class. If you must leave the classroom for any reason, please collect your things and take them with you, as you will not be permitted back into class. Please use the restroom, get a drink of water, etc. before you enter the classroom. If you leave, you will be counted absent.
   o If you miss a class day it is YOUR responsibility to contact a reliable classmate to get that day’s notes and assignments before you come to your instructor with questions. If you know that you are going to miss class, please contact your instructor in advance.

3. Tech Talk: Technically, a little tech never hurt nobody. Let’s talk about it…
   o Phones are permitted in class, however, you must silence your phone. Vibrate mode is not silent.
   o If a cell phone or other technology is used inappropriately and causes a distraction during an assignment, the student may be asked to leave class. If a cell phone rings or vibrates during an assignment, the student will receive a 20% deduction from their assignment.
   o You will not be permitted to take photos of Power Point slides in class. This causes too much of a distraction and it is lazy. TAKE NOTES. You are permitted to use laptops to type notes.
   o Also, remember what I’ve already said twice about how to contact me if you need help outside of class.

4. Expect Respect: Aretha Franklin had the right idea. R-E-S-P-E-C-T—Find out what it means to me!
   o Please be respectful of the time your instructor has put into preparing lectures and activities for class. You can accomplish this by reading all material in advance and come to class prepared to discuss and/or participate in activities including group discussion, role-play activities, quizzes, etc. These activities are designed to help you understand and apply the content of the course and not to hinder your learning. This
is not just “sit and listen” course.
- Be respectful and listen to your instructor and classmates at all times. During class discussions, everyone should be courteous and respectful of others; no rude, sexist, racist, or other disrespectful or offensive comments or behavior will be acceptable. You are expected to be professional at all times. Stay on task and avoid discussing topics that are irrelevant to class.

5. **All About Assignments:** An assignment a day keeps the “F” away!
- All assignment guidelines are posted on D2L. All assignments are due on the due dates listed. Late assignments are not accepted. You are responsible for planning ahead and balancing the requirements of this class with your other classes and outside responsibilities. Your dog eating your homework is not an acceptable excuse, nor is anything else.
- Emailed assignments will NOT be accepted. Assignments will be submitted via Drop Box or a typed and printed copy (handwritten assignments are not accepted) will be expected by the start of class. Prepare in advance for technology malfunctions. Call the IT Help Desk if you experience technology issues. I know nothing about tech, so don’t count on me! Printers running out of ink and long lines at the computer lab are not acceptable excuses.
- Read assignment guidelines thoroughly. It is your responsibility to understand all guidelines and submit all parts of assignments in a proper way and to ask questions if you are unclear about procedures.
- Thoroughness and credibility of work: Assignments are expected to be detailed and thoughtful, with examples used to support your statements. Using Wikipedia will result in point deductions on your work.

6. **Good Grief, Grades!**: An A, a B, a C, or a D, or even an F—which will it be?
- There will be no “begging” for a higher grade, as this is unethical. Doing so will result in point deductions.
- Grades will not be discussed via email or in the classroom. Make an appointment during office hours to discuss your grade.
- Your chance to earn your grade ends when the semester ends. If you are struggling with any of the course material, please contact your instructor immediately. Your instructor is more than happy to help you, but only if you want to help yourself. It is up to you whether or not you want to be successful. Some of you will end up learning “life lessons” in this course.
- You should frequently check your class average on D2L. There are no surprises! Your grades will be posted within 48 hours of completing assignments.

**GRADES**

How to Calculate Your Grade: I have designed this course to be extremely flexible with more of a “choose-your-own-adventure” style. There will be multiple paths of opportunity to earn credit and experience and no two adventures will be alike. Grades are posted on D2L and your current class average is viewable throughout the semester. However, please keep your own record of your grade and keep all graded and returned assignments until the end of the semester, after you have received your final letter grade. **Formula:** Your grade % = all the points you have earned/maximum points possible

- 450-500 points = A
- 400-449 points = B
- 350-399 points = C
- 300-349 points = D
- 299 and below = F
Graded Assignments Total: 500+ points

Course Assignments: Detailed assignments for each speech will be posted on D2L in advance of each assignment. In addition to quizzes and speeches, you will also have multiple daily activity opportunities, which may include activities, oral readings, bringing video examples to class, group work, etc. There are multiple options to earn credit in the course. Not all assignments have to be completed and no two students will complete the same course work, however, the required point values to earn a particular letter grade are described above. Level of participation will determine the amount of points earned per assignments. Assignments may include the following:

- Debate Tournament Participation: @ 25-100 points maximum
- Class Event Participation: @25-100 points
- Emotional Intelligence & Professional Development Quiz: @ 25 points
- Goals & Planning Proposal Assignment: @25 points
- Individual Meeting & Evaluation: @ 25 points
- Resume & LinkedIn Profile: @25 points
- Reflection Paper: @25 points
- Regular Attendance: 14 class meetings @20 points each
- Additional Attendance Activities: @25 points each

Class Discussions/Activities include:
- Introduction to Debate, Toastmasters, & Ted Talks
- Goal-setting, Teamwork, & Personal Responsibility
- Leadership, Emotional Intelligence, & Professional Development
- Time Management, Meeting Management, & Budgeting
- PR/Communication: Interpersonal & Community Networking & Social & Traditional Media
- Campus & Community Resources & Sponsorship
- SFA majors, careers, and traditions
- Group meetings, reflection, and planning
- Communication analysis and practice

TENTATIVE COURSE CALENDAR

Due to the flexible nature of the course, the proposed schedule is likely to change. All adjustments will be posted on D2L and discussed in class. It is YOUR responsibility to make note of any changes made to this calendar. Your instructor will communicate all changes as clearly as possible.

AUGUST 2018

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