SFA 101 – Freshman Seminar

SFA 101.074
FALL, 2018
COURSE SYLLABUS

Professor: Brandy Bishop, M. Ed.
Office: 103 Forest Building (FOR)
Phone: 468-2940
Email: bbishop@sfasu.edu
Office Hours: Please call 468-3301 to schedule an appointment
Class Schedule: MW 10:00-10:50 – SFA 101
Class Meeting Place: FOR 205

Student Instructor: Katie Adams
Email: adamskm2@jacks.sfasu.edu

COURSE DESCRIPTION

SFA 101: Freshman Seminar. 1 semester hour, 2 hours lecture per week. This course provides study and practice in methods for success in college. Topics include critical thinking skills, study skill, time and money management, goal setting, career planning, and a review of university resources and regulations.

CLASS READINGS AND MATERIALS: All students will receive a Keys to College Success pamphlet and 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 of some type. Other readings will be assigned.

Program/Student Learning Outcomes:
• 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 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

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 conferences

**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.
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. PDAs, cell phones, and other electronic devices should be turned off and put away during class time.
7. Ask questions!

**Teaching Philosophy:** Learning is a two-way street, requiring interaction between teacher and student. We tend to learn in three distinct phases:
1. Accumulation of information or knowledge.
2. Assimilation of that knowledge into what we already know.
3. Application of new knowledge to various circumstances.

Learning occurs instinctively by observing, imitating, then understanding. Assimilation and application are integral to accumulating knowledge that can be used throughout one’s life. Each phase of learning will be incorporated into the topics covered in this course.

**Mail:** Please check your SFA email account regularly. Email will be an official tool for communicating the important reminders, announcements, and further assignment directions. You can forward your SFA account to your preferred email address.

**Assignments:** Each student must work faithfully on his/her assignments. Copying from someone else (even from an earlier semester) will result in a zero grade on that assignment. All assignments should be handed in on or before the deadline, no excuses.
## Tentative SFA 101 Schedule, Fall 2018.

<table>
<thead>
<tr>
<th>Lecture</th>
<th>Week</th>
<th>Topic</th>
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</thead>
<tbody>
<tr>
<td>8/27</td>
<td>1</td>
<td>Course Syllabus, Introduction, Photos</td>
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<td>8/29</td>
<td>1</td>
<td>AARC Tour, ATCOFA Peer Mentor Introductions</td>
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<tr>
<td>9/3</td>
<td>2</td>
<td>D2L Review, College Classroom Behavior and Policies, Academic food chain</td>
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<tr>
<td>9/5</td>
<td>2</td>
<td>Time management, Exercise Developing Schedule</td>
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<td>ATCOFA New Student Convocation, 9/6 4:30 p.m.</td>
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<td>9/10</td>
<td>3</td>
<td>What is your learning style inventory</td>
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<td>9/12</td>
<td>3</td>
<td>Academic Integrity</td>
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<tr>
<td>9/17</td>
<td>4</td>
<td>Academic Integrity Exercise</td>
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<td>9/19</td>
<td>4</td>
<td>SFA Dining, Note Taking Methods</td>
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<td>9/24</td>
<td>5</td>
<td>Value of A College Education – Dr. Michael Tkacik – note taking assignment</td>
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<td>9/26</td>
<td>5</td>
<td>Message for Garcia</td>
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<td>10/1</td>
<td>6</td>
<td>Big Rocks Exercise</td>
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<tr>
<td>10/3</td>
<td>6</td>
<td>Glue for Your Brain - AARC</td>
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<td>10/8</td>
<td>7</td>
<td>Meeting How to Land that First Internship</td>
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<td>10/10</td>
<td>7</td>
<td>Preparing for the Assignment – Neches River Neches River on 10/13 ATCOFA Career Fair 10/11</td>
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<td>10/15</td>
<td>8</td>
<td>Leave No Trace Ethic – Sam Rhodes</td>
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<tr>
<td>10/17</td>
<td>8</td>
<td>Leave No Trace Ethic – Sam Rhodes</td>
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<td>10/22</td>
<td>9</td>
<td>HOTs Midterm grades posted</td>
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<td>10/24</td>
<td>9</td>
<td>Last Day to Drop Peggy Scott – University Rules and Procedures</td>
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<td>10/29</td>
<td>10</td>
<td>Work on Neches River Presentations</td>
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<td>10/31</td>
<td>10</td>
<td>Work on Neches River Presentations</td>
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<td>11/5</td>
<td>11</td>
<td>International Programs</td>
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<td>11/7</td>
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<td>Study Skills</td>
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<td>11/12</td>
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<td>SAF Study Skills</td>
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<td>11/14</td>
<td>12</td>
<td>SAF Alcohol Awareness</td>
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<td>11/19</td>
<td>13</td>
<td>Thanksgiving Holiday</td>
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<td>11/21</td>
<td>13</td>
<td>Thanksgiving Holiday</td>
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<tr>
<td>11/26</td>
<td>14</td>
<td>SFA Traditions and Pride</td>
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<td>11/28</td>
<td>14</td>
<td>Neches River Poster Presentations – ATCOFA Reading Room</td>
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<tr>
<td>12/3</td>
<td>15</td>
<td>Accessing and Evaluating Information, Grades and GPA</td>
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<tr>
<td>12/5</td>
<td>15</td>
<td>Finals Study Skills</td>
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<tr>
<td>12/10</td>
<td>16</td>
<td>STUDY!  📚</td>
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**Attendance:** Course attendance is required. Three (3) points will be deducted from the final course grade for each unexcused absence. Excused absences include participation in University-sponsored events, health problems, or family emergencies. Documentation for excused absences must be provided. Notification of planned excused absences should be provided. Make-up work will be accepted for a maximum of 2 weeks following an excused absence.  
[http://www.sfasu.edu/upp/pap/academic_affairs](http://www.sfasu.edu/upp/pap/academic_affairs)
COURSE EVALUATION

Course Grades: Final course grades will be assigned as follows:

**Attendance – “The World is Run by Those Who Show Up” (50 Total Pts)**

1. Class Attendance – Class attendance is mandatory. Please plan to attend all class sessions. Attendance will be taken daily. *Every unexcused absence that you incur will result in a deduction of 3 points from your final grade.*

2. Neches River excursion (20 pts)

3. Class Participation (30 pts)

**Neches River Assignment** – We will conduct a biological survey of a section of the Neches River. There will be a group Poster Presentation (100 pts).

**Other Assignments** – Three (3) assignments worth 20 points each (60 points), will be given during the semester. These assignments will provide you with an opportunity to reflect on and benefit from what is happening in college. You will also complete the leave no trace assignment (20 pts). Finally, you will be graded on a note taking assignment as well (20 pts).

The due dates are indicated on the above class schedule. **NO LATE WORK WILL BE ACCEPTED. LATE WORK WILL RECEIVE A 0 GRADE.**

Total Points for the Course – 300 Points

**Final course grades will be assigned as follows:**

- A – Student earns 300-269 points.
- B – Student earns 268-239 points.
- C – Student earns 238-209 points.
- D – Student earns 208-179 points.
- F – Student earns 178 or fewer points.

No curves will be given.

Student Academic Dishonesty Policy (4.1)

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/student_academic_dishonesty.pdf](http://www.sfasu.edu/policies/student_academic_dishonesty.pdf)

Course Grades Policy (5.5)

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. Please read the complete policy at http://www.sfasu.edu/policies/5.5_course-grades.pdf

**Academic Accommodation for Students with Disabilities Policy (6.1)**

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, 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/

**Responsible Use of Technology**

It is expected that all students will only use 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 computer for matters unrelated to the course may be grounds for dismissal from class or other penalties.

**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 10.4). 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. Please read the complete policy at http://www.sfasu.edu/policies/student-code-of-conduct_10.4.pdf

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IT’S IN THE SYLLABUS

This message brought to you by every instructor that ever lived.

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