Stephen F. Austin State University  
SFA101.001  
TR 9:30-10:20 F177 Fall 2019

Professor: Dr. Julie Harrelson-Stephens  
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Office Hours: Monday 10:00 – 11:00; Tuesday 10:30 – 12:00, Wednesday 10:00-11:00, Thursday 8:30 – 9:20, and by appointment

Student Instructor: Daniel Greco

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 and 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 the student is interested in.
- Apply college classroom learning strategies within the 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 the student’s personal behavior at SFA.
- Demonstrate working successfully with peers, faculty, and staff.

Class Readings and 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 to keep required coursework and assignments organized.
Grading Policy and Assignments

Course Requirements
Participation and Attendance 30%
4 Short papers (10% each) 40%
Semester Reflection Journal 30%

An A is 90-100; B is 80-89; C is 70 – 79; D is 60- 69; F is 59 and below

Participation and Attendance

Class attendance is mandatory and will be recorded during each class meeting. Therefore, please plan to attend all sessions. For every absence you incur, a deduction of 2 points will be taken from your Participation and Attendance grade. You will participate in the class in the following ways: small group and whole class discussions, guest speakers, visits to campus locations, videos, illustrated lectures, individual meetings, games and exercises. Finally, you will be required to attend two (2) outside events provided by SFA. You must provide sufficient documentation of the event.

Short Papers
You will write 4 short papers in this class worth 10% each. The papers will be exchanged in class and you will critique your classmates writing and give constructive feedback as part of the assignment. More specific information on the paper requirements will be handed out in class. The paper topics are as follows:
1. What do I want out of College Due 10/17
2. Study Habits Due 10/31
3. Getting Connected Due 11/19
4. Advise for Freshman Due 12/3.

Semester Reflection Journal
You will keep a course long semester journal which includes reflections on your first semester in college. You are required to write entries every week and the journals will be periodically checked throughout the semester. The journal will include reflections on
- new short-term and long-term goals you identify and your progress towards meeting those goals,
- your personal mission statement
- your study habits and how they changed in your first semester,
- your career goals,
- your academic-social balance
Class Rules

Following these rules will help maximize the SFA 101 experience for you and your classmates.

- Attend every class.
- Read the assigned material and submit all required work on the day it is due. No late work is accepted.
- Participate in individual and group activities and discussions.
- Treat everyone in the class with respect and courtesy.
- All students are expected to demonstrate professional behavior and use language appropriate for the classroom learning experience.
- Cell phones and other electronic devices should be turned off and put away during class time.

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. Cell phones, computers, and other electronic devices in the classroom are to be used for class purposes only.

Communication

Please check your SFA email account regularly as this is the official email for SFA. D2L will be the official tool used in your SFA 101 class for communicating the important reminders, announcements, and further assignment directions.

This syllabus should be seen as a rough guide of the coming semester. I reserve the right to make changes to this syllabus throughout the semester.
General Student Policies

Student Academic Dishonesty (4.1)

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 other student(s) 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. Please read the complete policy at http://www.sfasu.edu/policies/4.1-student-academic-dishonesty.pdf Academic dishonesty in this course will result in a minimum punishment of zero credit.

Course Grades (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.

Academic Accommodation for Students with Disabilities (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/

Student Code of Conduct (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 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 iCare Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.
Class Calendar Fall 2019

8/27 & 8/29    Syllabus and Introduction; Adjusting to College
9/3 & 9/5      Time Management & Life Balance
               * Bring all syllabi to class on Tuesday 9/3
9/10 & 9/12    Creating your personal Mission Statement
9/17 & 9/19    Study Skills 1 learning styles; library/AARC tour
9/24 & 9/26    Study Skills 2 Note taking
10/1 & 10/3    Information Overload
10/8 & 10/10   Study Skills 3 Test prep and Academic Integrity
10/15 & 10/17  Study Skills 4 How to Write
               * Paper 1 (What do I want out of College) Due 10/17
10/22 & 10/24  Study Skills 5 Active Reading
10/29 & 10/31  University Rules
               SFA History, Traditions, and Pride
               *Paper 2 (Study Habits) Due 10/31
11/5 & 11/7    Ms. Manners & Academia
11/12 & 11/14  Getting Connected on campus and off
11/19 & 11/21  Planning for Final Exams
               *Paper 3 (Getting Connected) Due 11/19

Thanksgiving Holiday

12/3 & 12/5    Review learning strategies & study skills: Prepping for finals
               *Paper 4 (Advise for freshmen) Due 12/3