SFA 101.005  Freshman Seminar (LAA majors section)  Fall 2019  
MW 10:00–10:50  
Ferguson 477

**Faculty Instructor:** Dr. Kevin R. West  
Office: LA 213  
Office Phone: 936-468-2498  
Email: westkr@sfasu.edu  
Office Hours: 1:00–2:30 MW; 10:00–11:00 TR  
Department: English and Creative Writing

**Student Instructor:** Haley Garrelts  
Email: garreltsbh@sfasu.edu  
Office Hours:  
Classification:

**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, college education as such, and a review of university resources and regulations.

**Program and Student Learning Outcomes:** Upon completion of SFA 101, the student will be capable of the following activities pertinent to student success:

- Evaluating the significance of academic integrity.
- Constructing a strategy for accessing and evaluating library information.
- Selecting campus and community service opportunities.
- Applying college classroom learning strategies within this class and others.
- Investigating university resources.
- Developing personal survival skills.
- Examining SFA history, traditions, and pride.
- Arguing the true value of a college education.
- Relating university rules and procedures to the student’s personal behavior at SFA.
- Working successfully with peers, faculty, and staff.

**Class Readings and Materials:** All students will receive a *SFA 101 Freshman Success Handbook*. Information in the handbook will be used for class discussions, as will other materials to be supplied. You will also need a notebook for required coursework and assignments.

**Course Methods:** You will participate in the class through small group and whole class discussions, guest speakers, visits to campus locations, videos, illustrated lectures, individual meetings, and games and exercises.

**Grading Policy and Assignments:** 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:

- 400–360 points  A
- 359–320 points  B
- 319–280 points  C
- 279–240 points  D
- 239 points & below  F
I. Attendance (110 points)

- **Instructor/Student 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 on college processes, or just to develop a professional relationship. Your participation in these meetings will count as 10 points per meeting.
- **Outside Events** (40 points): You will be required to attend two approved outside events provided by SFA. You must provide sufficient documentation of the event. Attendance at each of these events will be valued at 20 points each. NB: Tickets for the play *Titus Andronicus* on November 11 at 7:30 have been reserved for this class; you are strongly encouraged to use this as one of your events.
- **Class Attendance** (50 points): Class attendance is mandatory and will be recorded during each class meeting. Therefore, please plan to attend all sessions. For every unexcused absence you incur, you will lose two points.

II. In-Class Activities (30 points): 30 points are reserved for in-class activities such as worksheets, short responses, and quizzes. NB: This material cannot be made up if missed.

III. Writing for Reflection (160 points): You will be assigned four reflection papers, each valued at 40 points. The assignments will be turned in through D2L and are due by the beginning of the indicated class session.

IV. Exam (100 points): There will be one exam given during the semester. It will include true/false, multiple choice, fill-in-the-blank, and short answer items. The exam will be based on material from assigned readings and class discussions. In addition to testing you on course material, this exam will gauge 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.**

**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.
- Participate in individual and group activities and discussions.
- Treat everyone in the class with respect and courtesy.
- Demonstrate professional behavior and use language appropriate for the classroom learning experience.
- Refrain from illegitimate use of cell phones and other electronic devices during class time. 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 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, the chairperson is Dr. Brittany Fish (Steepy Library, Room 203; 936-468-5803).

General Student Policies: The following policies apply to all students enrolled in courses at Stephen F. Austin State University:

1. **Academic Integrity (A-9.1):** 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.

2. **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.

3. **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.

4. **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/.

5. **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 fora, 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 available to help SFA students succeed.

**Class Calendar (subject to adjustment)**

<table>
<thead>
<tr>
<th>Week 1</th>
<th>Monday</th>
<th>Wednesday</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/26</td>
<td>8/26 Class Introduction: Resources, D2L, mySFA</td>
<td>8/28 High School versus College; Perceptions of College</td>
</tr>
<tr>
<td>9/2</td>
<td><strong>Labor Day</strong></td>
<td>9/4 Navigating College: Time Management &amp; Prioritization</td>
</tr>
<tr>
<td></td>
<td><em>Schedule 1st Individual Sessions</em></td>
<td><strong>Reflection #1 due by beginning of class</strong></td>
</tr>
<tr>
<td>9/16</td>
<td>9/16 Learning Strategies: Reading &amp; Taking Notes</td>
<td>9/18 Learning Strategies: Study Skills &amp; Taking Tests</td>
</tr>
<tr>
<td>9/23</td>
<td>9/23 The Uses of a Liberal Education I</td>
<td>9/25 The Uses of a Liberal Education II</td>
</tr>
<tr>
<td>9/30</td>
<td>9/30 AARC Overview</td>
<td>10/2 The SFA Way &amp; Academic Integrity</td>
</tr>
<tr>
<td>10/7</td>
<td>10/7 Success in College: Grades, GPA, Course Selection, Academic Advising</td>
<td>10/9 University Rules &amp; Procedures</td>
</tr>
<tr>
<td></td>
<td><em>Schedule 2nd Individual Sessions</em></td>
<td><strong>Reflection #2 due by beginning of class</strong></td>
</tr>
<tr>
<td>10/14</td>
<td>10/14 SFA History, Traditions, Pride</td>
<td>10/16 University Resources</td>
</tr>
<tr>
<td>10/28</td>
<td>10/28 Critical Thinking &amp; Academic Integrity</td>
<td>10/30 Accessing &amp; Evaluating Information; Library Services</td>
</tr>
<tr>
<td>11/4</td>
<td>11/4 The Value of a College Education</td>
<td>11/6 Career Planning</td>
</tr>
<tr>
<td></td>
<td><strong>Reflection #3 due by beginning of class</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>Titus Andronicus 7:30</em></td>
<td></td>
</tr>
<tr>
<td>Week 13</td>
<td>11/18 Money Management &amp; Budgeting</td>
<td>11/20 Re-evaluate SMART Goals: Check Your Progress!</td>
</tr>
<tr>
<td>---------</td>
<td>----------------------------------</td>
<td>--------------------------------------------------</td>
</tr>
</tbody>
</table>

**Thanksgiving Break**

<table>
<thead>
<tr>
<th>Week 14</th>
<th>12/2 Review Learning Strategies &amp; Study Skills: Prepping for Finals!</th>
<th>12/4 My First Semester at College: Reflection <em>Reflection #4 due by beginning of class</em></th>
</tr>
</thead>
</table>

**Finals Week**