SFAS 1101.033 Freshman Seminar (Leadership) Fall 2020
Meets Tuesdays and Thursdays (F373) from 2:00-2:50 p.m.

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Department: Student Affairs
Office Hours: Wednesdays, 1:30-2:30pm and by appointment

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Office Location: BPSC 3.105
Major: Accounting
Office Hours: By appointment

Meet your Instructors:
Your SFA 101 instructor is a proud SFA alumna. Dr. Smith serves as the Assistant Dean of Student Affairs for Programs, overseeing programs such as Orientation, Greek Life and Student Organizations, Student Engagement Programs, Spirit Teams, Leadership and Service, Purple Haze Association, and Multicultural Affairs. In addition, she serves as Adjunct Faculty in the Department of Psychology and Human Services. She graduated from SFA in 2000 with a Bachelor of Science in Psychology, minor in Biology, and in 2002 with a Master of Arts in Psychology, emphasis in Management. In May 2012, she completed her doctoral degree in higher education administration from Texas A&M-Commerce. Dr. Smith is married to an SFA Alum, Ted, and they have a 12 year-old son named Austin and a seven-year-old daughter named Averie.

Chinye Nwaobi is your student instructor! Chinye is a junior accounting major, with a minor in psychology, from Beaumont, Texas. She is a student assistant in the student affairs office and a freshman leadership alumna (Fall 2018). She plans to graduate May 2023 with my bachelors and master's in accounting. She is currently involved in African Student Organization, Office of Multicultural Affairs Axcel Mentor Program, IMPACT-U, National Association of Black Accountants, Orientation Leader, and Jack Camp Counselor.

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 polices.

Upon completion of SFAS 1101, the student will be informed of the following areas and how they relate to their success:

- Evaluate the significance of academic integrity.
- Apply college classroom learning strategies within the class and beyond.
- Relate the Wellness Model to personal life activities and behaviors.
- Apply a Growth Mindset to learning in college and beyond.
- Evaluate the importance of academic advising while in college and explore SFA advising protocols.
- Demonstrate an increased understanding of cultural diversity, inclusion and social justice.
- Demonstrate the understanding of metacognitive skills and applying strategies academically and beyond.
- Construct a strategy for accessing and evaluating information through Steen Library.
- Select campus and community service opportunities in which the student is interested.
- 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.

**Leadership Topics**
- An introduction to leadership studies
- Self-leadership
- Understanding yourself and others
- Group dynamics
- Servant leadership
- Ethics
- Certified Student Leader Endorsements (Communication, Influence, Decision-Making, Organization, Teamwork, Global/Intercultural Fluency)

**Class text and materials:** All students will receive a Student Success Handbook in a digital format at the beginning of the course. Information in the 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.

**Course methods and activities:** You will participate in the class in the following way, small group discussion, whole class discussion, guest speakers, visits to campus locations, videos, games and exercises, illustrated lecture, individual meetings, and reflections.

**Course requirements and expectations:** Attendance is required at each class period. Because of the importance of classroom interaction for this course, it is imperative that students attend class. Attendance Failures will be given for students who have 3 or more absences (excused or unexcused) in the course. Students are expected to actively participate in class discussion.

**Grading policy:** SFAS 1101 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:

**Required for participation and attendance, leadership and cultural development points:**

**Participation and Attendance (75 points)**
- **Class Attendance (50):** Students will lose points for being tardy and/or missing class.
- **One-on-One Meetings with Instructor (5):** Each student is required to set-up one outside of class meeting with one of the instructors. You will sign up for these meetings during class.
- **Class Reflections and Discussions (20):** During class meetings, a reflection prompt will be assigned. You must participate in order to receive credit.

**Leadership (20 points)**
- **Leadership presentation (15):** Each student may partner with one other classmate to put together a leadership presentation over a topic of interest. Each presentation will begin with a short icebreaker that is facilitated by the student(s), followed by a 10-15 minute presentation.
- **Involvement (5):** Complete one of the following tasks:
  - Participate in Involvement Advising, which has to be scheduled by appointment. Email the Involvement Center today at getinvolved@sfasu.edu to schedule your appointment. You must have appointment before Oct. 1st.
  - Participate in the Involvement Fair. TBA

**Cultural Development (5 points)**
- The Office of Multicultural Affairs will host several in person and virtual equity, diversity and inclusion activities throughout the semester. You must participate in at least one of them. Examples include
Something to Chew, Brave Space Series, Tunnel of Oppression, Poverty Simulation, The Monologues, and various other programs. A list of fall offerings will be advertised on the [http://www.sfasu.edu/multicultural/480.asp](http://www.sfasu.edu/multicultural/480.asp) website.

<table>
<thead>
<tr>
<th>75 pts Participation, Attendance, and Class Reflections</th>
<th>90-100 = A</th>
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<tbody>
<tr>
<td>15 pts Leadership Development</td>
<td>80-89 = B</td>
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<tr>
<td>5 pts Cultural Development</td>
<td>70-79 = C</td>
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<tr>
<td>100 points possible</td>
<td>60-69 = D</td>
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<td>59 or below = F</td>
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<td>QF = Failure due to unauthorized withdrawal or excessive absence</td>
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**Following these rules will help maximize the SFAS 1101 experience for you and your classmates.**

- When on campus, masks (cloth face coverings) must be worn over the nose and mouth at all times and appropriate physical distancing must be observed. Students not wearing a mask and/or not observing appropriate physical distancing will be asked to leave the class. All incidents of not wearing a mask and/or not observing appropriate physical distancing will be reported to the Office of Student Rights and Responsibilities. Students who are reported for multiple infractions of not wearing a mask and/or not observing appropriate physical distancing may be subject to disciplinary actions. For more information, visit [https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html) and [https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html)
- Attend every class.
- If you become ill or are required to quarantine, contact your instructor immediately.
- 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 Jacks email account regularly. Your Jacks account is the official email account for SFA. D2L/Brightspace will be the official tool for communicating the important reminders, announcements, and further assignment directions in this course.

**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 SFAS 1101, the chairperson is Raquel Skidmore, Interim Director of the Student Success Center. (Steen Library, Room 203; 936-468-6232; skidmorerrfsasu.edu).

**Class Attendance and Excused Absence: Policy 6.7**

Regular, punctual attendance, documented participation, and submission of completed assignments are expected. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports (including the first 12 day attendance report) and in determining final grades. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events.
However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for up to three weeks of absences depending on the nature of the missed work. Make-up work must be completed as soon as possible after returning from an absence.

**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/](http://www.sfasu.edu/disabilityservices/)

**Student Academic Dishonesty: Policy 4.1**
Abiding by university policy on academic integrity is a responsibility of all university faculty and students. Faculty members must promote the components of academic integrity in their instruction, and course syllabi are required to provide information about penalties for cheating and plagiarism, as well as the appeal process.

**Definition of Academic Dishonesty:** 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 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:
- 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.

**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: Policy 6.3**
A student who wishes to appeal decisions related to academic dishonesty should follow procedures outlined in Academic Appeals by Students.

**Withheld Grades: 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 [i.e., Active Military Service (6.14)]. 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.

**Student Code of Conduct: 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. 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. 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 at SFA. Information regarding the iCare program is found at http://www.sfasu.edu/judicial/earlyalert.asp or call the office at 936-468-2703.

At Stephen F. Austin State University, our faculty, staff, alumni and students believe in doing things “The SFA Way.” We expect the best from ourselves and from each other, and we hold each other accountable when we fail to maintain these standards. Grounded in the five “Root Principles” below, members of the SFA community seek to strive for personal excellence in everything that we do.

The Principle of Respect: Lumberjacks command respect and treat others with respect • They are considerate of others and tolerant of differences • They demonstrate respect for those around them by avoiding the use of offensive or profane language • They do not threaten or harm anyone and deal peacefully and civilly with conflict. The Principle of Caring: Lumberjacks think of the needs of others and seek to improve the quality of life of those around them • They are compassionate, empathic and kind • They respond with humility to those they have helped and express gratitude freely to those who help them • Lumberjacks prepare themselves to become leaders in their communities and workplaces • They dedicate themselves to excellence in their chosen field of study and to using what they learn in the service of others. The Principle of Responsibility: Lumberjacks do what is right • They persevere in times of adversity • Through self-control and self-discipline, they strive to do their best • Lumberjacks challenge each other to exceed expectations • They are active learners both inside and outside of the classroom • They are reliable; they do what they say they will do • Lumberjacks hold themselves accountable for their decisions. The Principle of Unity: Lumberjacks are loyal to their friends, family, university, state and country • Lumberjacks stand together against any adversary • They recognize that though we are very different from one another, we are united by the Lumberjack Spirit. Lumberjacks seek to understand the people and world around them • When one lumberjack fails, all fail • When one lumberjack succeeds, all succeed. The Principle of Integrity: Lumberjacks have the courage to do what is right, even when it is hard or unpopular • They respond to each situation with steadfast values that are not subject to change based on the actions of others • They seek opportunities to practice effective and ethical leadership • Lumberjacks are honest; they do not deceive, cheat or steal • Lumberjacks stand up for those who cannot stand up for themselves • As lifelong learners, lumberjacks are committed to continuously improving themselves.
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<thead>
<tr>
<th>Week</th>
<th>Tuesdays</th>
<th>Thursdays</th>
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| Week 1 | **August 25**  
Course overview | **August 27**  
University and library resources |
| Week 2 | **September 1**  
Time management | **September 3**  
Overview of AARC |
| Week 3 | **September 8**  
Campus involvement  
Student leader panel | **September 10**  
Social interactions and working with faculty |
| Week 4 | **September 15**  
Personal Survival Skills | **September 17**  
Learning strategies |
| Week 5 | **September 22**  
Leading others | **September 24**  
Academic integrity  
Accessing and evaluating information |
| Week 6 | **September 29**  
Stress management | **October 1**  
Equity, diversity and inclusion |
| Week 7 | **October 6**  
First impression and personal branding | **October 8**  
Study skills  
Test taking strategies |
| Week 8 | **October 13**  
Growth Mindset  
Goal-setting | **October 15**  
Academic Advising and registration  
Health, safety, wellness  
Sign-up for one-on-one meetings |
| Week 9 | **October 20**  
SFA history, traditions, and pride | **October 22**  
One-on-one meetings |
| Week 10 | **October 27**  
Leadership presentations  
Academic advising and course registration | **October 29**  
Career planning/Type Focus |
| Week 11 | **November 3**  
Leadership presentations | **November 5**  
Value of a college education  
Money Management |
| Week 12 | **November 10**  
Leadership presentations | **November 12**  
First semester in college reflection |
| Week 13 | **November 17**  
Leadership presentations | **November 19**  
Finals study plan |
| Week 14 | **November 24**  
NO CLASS! Thanksgiving holiday | **November 26**  
NO CLASS! Thanksgiving holiday. Relax! |
| Week 15 | **December 1**  
Meet with professor as needed | **December 3**  
Meet with professor as needed |
| Week 16 | **Finals Week** | **Finals Week** |