

University of Central Arkansas
Course Syllabus – Fall 2019
Journeys to Success: Exploring Strategies for Academic and Personal Development
ACAD 1300
for *Diverse Science Scholars*
[CRN 24008 (TR 9:25 – 10:40 am) in Laney-Manion 103]

INSTRUCTOR INFORMATION:

Name: Dr. Marsha D. Massey

Office Hours: Sign-up for a time that fits your schedule here:

<https://tinyurl.com/MeetingMasseyFall2019>

or email for more options at marsham@uca.edu

Office Location: Laney–Manion 203D

Phone: (501) 450 – 5961

COURSE DESCRIPTION: This course is designed to explore the fundamentals of college success through academic topics such as setting short-term and long-term goals, developing non-cognitive skills for success, learning to learn, decreasing the negative effects of stress, and creating an academic and financial plan for completing college. This course is required for all conditionally-admitted students and conditional-prep status students during their first enrollment period.

This section of the course titled *Diverse Science Scholars* is aimed at addressing concerns most relevant for students interested in chemistry, biochemistry, and physics majors. Some course material will also discuss topics related to diversity in Science, Technology, Engineering, and Mathematics.

COURSE RESOURCES:

Required texts: *How We Learn* by Benedict Carey (ISBN 978-0-8129-8429-3)
Teach Yourself to Learn by Sandra McGuire (ISBN 978-1-62036-756-8)
You Majored in What? (978-0-452-29600-8)

Other Required materials:

- Internet-capable device: laptop, cellphone, or tablet (for above tools during class)*
- Google Classroom, abbreviated “GC” (for assignments, materials, etc)*
- Calculator

*The university and its affiliates are not responsible for any damage to your technology (ex: laptops, tablets, cellphones) used in lab or class.

COURSE OUTCOMES: After completing the course, students will forge meaningful connections to their peers, to their emerging academic futures, and to the University of Central Arkansas by

- *Explaining college expectations,*
- *Applying skills, attitudes, and metacognitive habits that encourage academic success and persistence,*
- *Explaining the physical, social, emotional, and academic benefits of campus resources,*
- *Identifying strategies to decrease the negative effects of stress,*
- *Developing relationships with faculty, staff, and peers,*
- *Developing information literacy skills, and*
- *Creating short-term and long-term academic goals.*

COURSE GRADING POLICY:

- UCA’s grading scale: A=90%-100%; B=80-89%; C=70-79%; D=60-69%; F=below 60%
ALL STUDENTS WILL RECEIVE A GRADE FOR THIS COURSE
- Your performance in this class will be measured by completing and submitting assignments on time and accurately. Your course grade will be determined based on the following categories:

Category	Percent of Total Grade
Class Starters	5%
Assignments	10%
Campus Engagement Tasks	20%
Student Lingo Videos Assigned	5%
Exams	15%
Final Exam	20%

- You will be able to keep up with your grades by reviewing the Grades tab in Google Classroom.

COURSE-SPECIFIC POLICIES:

- **Attendance Policy:** Conditional or Conditional-Prep admitted students must maintain enrollment in this course throughout the semester and will not be allowed to drop the course. Students who voluntarily enroll in the course must visit their academic advisor in order to withdraw from the course. Attendance for this course is mandatory and tracked daily by the “Class Starters” assignment. **You must attend class and ON TIME to earn credit for “Class Starters”.** You are permitted three (3) absences. In the case of illness, please have your medical provider send a note the day you return to class.
Not participating in class may result in a lower “Class Starters” course grade.
- **Regrade Policy:** You have one (1) week after assignments are returned to the class to request grade adjustments.
- **E-mail Policy:** I will reply to your email promptly as possible. Like you I have a schedule of classes, meetings, etc. to address daily. Thus, please allow **24 hours** after your email has been sent for me to reply. Holidays and weekends I may require more time. I only reply
- **Tardiness Policy:** Note below Late Work Policy. It is best to attend class late than not at all. However, there may be consequences on grades (i.e., Class Starters). Any work submitted late is also subject to a loss of grade points.
- **Portable Electronics Policy:** You are expected to be engaged and respectful of everyone’s time in class. Electronics can only be used for taking class notes or working with class materials. Checking email, reviewing social media, browsing the web, and any other non-class related activity is unacceptable. Consequences for using technology inappropriately or disrupting the class will be loss of points on Class Starter assignments. Cell phones are only to be used when you’re instructed. Note this does NOT mean ignore class lecture or activities to do homework or other assignments for this class.
- **Late Work Policy:** **Late work can receive a maximum of 50% credit if submitted within 48 hours of the due date and time. Note that Late is late, is late:**
The definition of late is after the start of class or after designated due date and time. Two days, two minutes, one minute, or 10 **seconds** after any deadline will all be marked as late.

HELP AND ASSISTANCE:

- **Your Instructors**—know their office locations and office hours!
- **UCA Tutoring Services**—Torreyson Library 223; 9am-10pm Monday-Thursday, 9am-2pm Friday, 10am-2pm Saturday, 4pm-10pm Sunday; (501) 852-0720; www.uca.edu/success
- **Success Coaching**—available in each Residence Hall and in Old Main 102 for walk-in appointments; (501) 450-3125; www.uca.edu/studentsuccess/successcoaching/
 - **Academic Success Workshops (ASW)** —both online and on-campus academic assistance; (501) 450-3125; www.uca.edu/studentsuccess/academic-success-workshops/

UNIVERSITY POLICIES:

- **Conditional and Conditional-Prep Status Policy: Conditions for Continuing Enrollment**
 - *Conditionally admitted students or Conditional-Prep Status students must enroll in ACAD 1300 during their first semester at the university. Conditionally admitted students or Conditional-Prep students must attain at least a 2.0 GPA on at least 12 hours of academic core subjects and complete any necessary developmental courses within the first 30 credit hours attempted as a degree-seeking student at the university, including developmental course hours. Concurrent or transfer credit hours do not count towards the first 30 hours attempted.*
 - *Conditionally admitted students or Conditional-Prep Status students who do not attain at least a 2.0 GPA on at least 12 credit hours of academic core subjects within the first 30 credit hours attempted will be placed on first academic suspension as defined by the Undergraduate Bulletin in Academic Records Section [8.4] Academic Suspension.*
 - *Any student who fails to complete any developmental requirement within the first 30 credit hours, will be placed on transitional suspension from the University until such time as the courses are completed at another accredited institution, as defined by the Undergraduate Bulletin in Admission to the University Section [7] Transfer of Credit, and a transcript provided to the Office of the Registrar.*
- **Disability Accommodations Policy:** The University of Central Arkansas adheres to the requirements of the Americans with Disabilities Act. If you need an accommodation under this Act due to a disability, please contact the UCA Office of Disability Services (Student Health Building, Room 212; 450-3613)
- **Academic Integrity Policy:** The University of Central Arkansas affirms its commitment to academic integrity and expects all members of the university community to accept shared responsibility for maintaining academic integrity. Students in this course are subject to the provisions of the university's Academic Integrity Policy, approved by the Board of Trustees as Board Policy No. 709 on February 10, 2010, and published in the *Student Handbook*. Penalties for academic misconduct in this course may include a failing grade on an assignment, a failing grade in the course, or any other course-related sanction the instructor determines to be appropriate. Continued enrollment in this course affirms a student's acceptance of this university policy. **Plagiarism**, claiming the work of another writer, professional or student, as your own, is not tolerated in this class or at UCA. See the Student Handbook for information on the University's policy, and ask me if you are experiencing any kind of difficulty in completing an assignment.

- **Building Emergency Policy:** An Emergency Procedures Summary (EPS) for the building in which this class is held will be discussed during the first week of this course. EPS documents for most buildings on campus are available at <http://uca.edu/mysafety/bep/>. Every student should be familiar with emergency procedures for any campus building in which he/she spends time for classes or other purposes.
- **Title IX Disclosure Policy:** If a student discloses an act of sexual harassment, discrimination, assault, or other sexual misconduct to a faculty member (as it relates to “student-on-student” or “employee-on-student”), the faculty member cannot maintain complete confidentiality and is required to report the act and may be required to reveal the names of the parties involved. Any allegations made by a student may or may not trigger an investigation. Each situation differs and the obligation to conduct an investigation will depend on those specific set of circumstances. The determination to conduct an investigation will be made by the Title IX Coordinator. For further information, please visit: <https://uca.edu/titleix>. *Disclosure of sexual misconduct by a third party who is not a student and/or employee is also required if the misconduct occurs when the third party is a participant in a university-sponsored program, event, or activity.
- **Course Evaluation Policy:** Student evaluations of a course and its professor are a crucial element in helping faculty achieve excellence in the classroom and the institution in demonstrating that students are gaining knowledge. Students may evaluate courses they are taking starting on the Monday of the twelfth week of instruction through the end of finals week by logging in to myUCA and clicking on the Evals button on the top right.