



# UNIV 1810.025

UNIV 1810.025: Engineering House  
Fall 2015  
Tuesday, 11:00-12:15 pm, Atwater Lab A001

<b>Instructor:</b> Whitney Losapio, Academic Advisor – Civil & Environmental Engineering
<b>Mentor:</b> Jimmy Huynh, Statistics major, Sophomore
<b>E-mail:</b> <a href="mailto:whitney@engr.uconn.edu">whitney@engr.uconn.edu</a> or <a href="mailto:whitney.losapio@uconn.edu">whitney.losapio@uconn.edu</a>
<b>Office:</b> Castleman Building, room 203
<b>Office Hours:</b> by appointment via email. Please indicate that you are a UNIV 1810 student.

***“Science can amuse and fascinate us all, but it is engineering that changes the world.”***  
**– Isaac Asimov, Isaac Asimov’s Book of Science and Nature Quotations (1988)**

## COURSE DESCRIPTION

Welcome to the University of Connecticut and First Year Experience (FYE)! FYE is a unique one-credit course designed to provide you with the opportunity to explore issues relevant to new students at the University of Connecticut. Our goal for the semester is to provide an open forum for discussion about college transition issues and concerns, and to promote greater self-awareness, growth, and understanding of you as a scholar, individual, and global citizen. Over the course of the semester we will investigate your college experiences holistically, which will allow you the ability to make informed decisions paving the way for a richer, fuller college career.

This course is designed to be fun, supportive, practical, and intellectually challenging. Most of our work in this class will be cooperative. Therefore, our success will largely rely on active, earnest participation from you. Students who successfully complete the course will leave with transferable research skills, increased cultural competency, knowledge of UConn resources, increased self-awareness, a working knowledge of HuskyCT, a writing sample, and a resume. In addition, we hope that you will have some fun memories, confidence, and meaningful connections with faculty/staff and your fellow students.

## COURSE LEARNING OBJECTIVES

- LO1:** Students will recognize the principles of critical and creative thinking, and apply them to all three realms of their first-year experience: academic, personal, and global.
- LO2:** Students will recognize their strengths and weaknesses and reflect on their personal growth as UConn students.
- LO3:** Students will recognize and engage with social and academic support services and enrichment opportunities offered at UConn.
- LO4:** Students will recognize and practice basic academic and professional skills necessary for undergraduate success at UConn.

## GRADING

Grade Components	Total Number of Points	Explanation	Grade Percentage
Attendance/In-class Assignments/Participation	250 points	15 points x 14 classes – attendance and participation (210), One minute papers (40)	25%
Out-of-class Participation	250 points	Six (6) Husky CT posts and responses for 20 points each (120), Involvement Fair Assignment (10), Three (3) Learning Community Events for 40 points each (120)	25%
Final Presentation	100 points	Based on Grading Rubric	10%
Critical Reflection Writing Assignment	200 points	Based on FYE Grading Rubric	20%
Resume Assignment	200 points	Draft On-Time (50), Resume Critique (50), Final Draft (100)	20%
<b>Maximum Total Points</b>	1000 points		

Grade Scale			
<b>A</b> = 94 – 100% Points = (940 – 1000)	<b>B</b> = 84 – 87% Points = (840 – 879)	<b>C</b> = 74 – 77% Points = (740 – 779)	<b>D</b> = 64 – 67% Points = (640 – 679)
<b>A-</b> = 91 – 93% Points = (910 – 939)	<b>B-</b> = 81 – 83% Points = (810 – 839)	<b>C-</b> = 71 – 73% Points = (710 – 739)	<b>D-</b> = 61 – 63% Points = (610 – 639)
<b>B+</b> = 88 – 90% Points = (880 – 909)	<b>C+</b> = 78 – 80% Points = (780 – 809)	<b>D+</b> = 68 – 70% Points = (680 – 709)	<b>F</b> = 0 – 60% Points = (0 – 609)

## ASSIGNMENT SUMMARY

Below are brief summaries of the course assignments. Additional information will be discussed in class and can be found on our course HuskyCT site. All assignments must be typed; hand-written work will not be accepted. If you have any questions please ask before the assignments are due. Please refer to the last page of the syllabus for all deadlines and due dates.

**Attendance/In-class Participation (250 Points):** Attendance and participation are crucial to your success in this course. Absences will hurt your final grade by reducing the points you receive for the participation and in-class work. If there are special circumstances causing absences, please contact me by phone or email. Excessive or chronic tardiness to class will also be considered when computing the participation portion of your grade.

**One Minute Papers** will be assigned throughout the semester as in-class work as class participation and discussion/reflection on various topics. This assignment will serve as a space for individual reflection and a starting point for group discussion.

**Out-of-class Participation (250 Points):** You are required to post six (6) discussion posts and six (6) discussion responses on our HuskyCT Discussion Board. Refer to course outline for each due date.

- Instructor will determine six (6) unique discussion topics.
- *Discussion posts* address the original topic posed by the instructor.
- *Discussion responses* address discussion posts from your peers.
- Posts and responses must be thoughtful and address the topic in order to receive full credits. Incomplete or poorly written posts will receive partial or no credit.

**Involvement Fair Assignment:** You are required to attend the Involvement Fair on September 9<sup>th</sup>, 2015 and visit at least three activity/organization booths. In addition, you are required to complete the Involvement Fair form, which will be provided to you and will include obtaining signatures from at least three different booths that you visited.

---

**Learning Community Event Attendance:** You are required to attend three (3) events hosted by the Engineering Learning Community. You will receive a full list of events at the beginning of the semester and periodic reminders. It is your responsibility to ensure that your attendance is taken with the Learning Community Coordinators at the event.

**Final Presentation (100 points):** You will be required to provide an individual presentation to the class responding to the prompt, "Tell us about yourself." Grading rubric and further instruction will be provided in class.

**Critical Reflection Writing Assignment, 2-3 Pages (200 Points):** For this multi-part assignment, you are required to reflect on your first semester in the Learning Community and your investment in the UCONN community.

This paper should address the question "so what?" You will engage in an academic conversation by writing and revising this paper summarizing and critically reflecting on your experience in the learning community. The focus of this paper should be reflecting on your semester in the Learning Community, and thinking about how you will apply what you've gained to the next semester in the Learning Community. In this paper you may choose to draw on topics discussed in class such as leadership, True Colors, your engineering program, your values and goals, and Learning Community participation.

Revision and peer review are vital elements to this process. You are required to visit the University Writing Center (in small groups of 3-4 peers from the Engineering Learning Community) before revising and submitting your final draft.

**Résumé Assignment, 1 Page (200 Points):**

The Departments of Career Services (<http://www.career.uconn.edu/>) and First Year Programs & Learning Communities have established a collaborative partnership in an effort to introduce first-year students to Career Services and the importance of creating a résumé early in their college career. The résumé assignment has five easy steps: 1) drafting the résumé using Optimal Resume and/or the template provided by Career Services, 2) attending an in-class presentation by Career Services, 3) researching and critiquing of a professional working in a field you are interested in pursuing, 4) attending a résumé critique, and 5) submitting your final packet of the draft, critique notes, and final version. You will develop a draft of your résumé using a template.

## COURSE POLICIES

### UPDATE TO 2015

A key objective of this course is to encourage open, critical discussion. This is a credit-bearing course, and as such there are obligations to the University, which must be upheld.

Therefore, the following policies will be observed:

### **Attendance**

Participation is vital to learning in this course, and attendance is vital to participation. As a course designed with a capacity of 19 students, it is the intention of the University to create an environment in which students can interact, learn from each other, and be heard. Thus, we expect that all students will be prepared and willing to participate in class discussion on a regular basis. This can be directly in class or through HuskyCT discussion posts. Please contact me ahead of time if you need to miss class to participate in a university event or for a major personal reason. If you know in advance that you will need to miss class we can work together to find a way to catch you up. If you miss class due to a genuine emergency or medical problem, please request documentation from Student Health Services after you visit, or contact the Office of Student Services and Advocacy (860) 486-3426. They will look into the issue and send all of your instructors a formal notification (an excuse) if appropriate.

### **Late Work Policy**

I do not accept late daily participation work unless you make arrangements with me before the class, or in extreme cases such as medical emergencies. Late posts lose 10% off the final grade for every day that they are late. *Do not* leave them until the last minute because they are a vital part of our class sessions. And all major assignments must be in on the listed due dates, unless you are granted an extension ahead of time. Please contact me in advance if you are having a problem with an assignment so that I can help. You can see me after class, during my listed office hours, or by appointment.

### **Technology: Cell Phones, Tablets, Laptops, Etc.**

In our course you are encouraged to bring smart phones, laptops, tablets, etc. to occasionally help you fact check and engage with online course content during our discussions. However, it is important that your use of technology in the classroom is limited to these purposes. And please remember to turn them on silent before you enter the classroom. If technology becomes a distraction points may be deducted from your participation grade.

---

### **Email and HuskyCT**

I will frequently post important information and course materials online. You will need to check your email and HuskyCT (<http://lms.uconn.edu>) regularly in order to keep up.

### **Students with Disabilities & Reasonable Accommodation**

Students who think that they may need special accommodations because of a disability are encouraged to meet with me privately early in the semester. If you have a documented disability for which you wish to request academic accommodations and have not contacted the CSD, please do so as soon as possible. The CSD is located in Wilbur Cross, Room 204 and can be reached at (860) 486-2020 or at [csd@uconn.edu](mailto:csd@uconn.edu). Detailed information regarding the accommodations process is also available on their website at [www.csd.uconn.edu](http://www.csd.uconn.edu).

### **Individual Conferencing**

Office hours are noted above, and you can always talk to me after class or e-mail me to set up an appointment at another time. I especially encourage you to come to see me before work is due (for this or any other class) if you are feeling stressed or confused about an assignment.

### **Weather Closure**

Fall weather closures are rare, but they do happen, and spring semester at UConn is notorious for snow. Be sure to check online for information concerning possible school closures and rescheduling of classes. If class is canceled on campus we may move our discussions for the day online. If necessary, I will post an updated course calendar on HuskyCT as soon as possible.

### **Religious Observance**

After reviewing the syllabus carefully, if, due to your religious observance, you foresee an absence from a class meeting or a conflict with a due date for an assignment or an exam, please inform the instructor in writing within the first three weeks of the semester. Prior to the anticipated absence, take the initiative to work out with the instructor a schedule for making up missed work. For conflicts with final examinations, students should contact the Office of Student Services and Advocacy.

### **Civil Discourse, Rights, and Responsibilities**

In our class discussions, in our readings, and in our writing throughout the semester, we will examine ideas from diverse perspectives. At this university, students and faculty are afforded an academic environment that allows for intellectual expression. Challenging issues and ideas may arise, but none of these should be expressed in an inappropriate manner either verbally or in writing. One of the goals of a university is to challenge us to think again about what we know (and all that we don't know). This demands that we all share responsibility for creating and maintaining a civil learning environment in our classrooms and in the larger university community. We will be conscious of and accept responsibility for what we say and do, how we act, how our words and actions have consequences, and how our words and actions affect others. As part of this awareness, we will avoid sexist, racist, and heterosexist language.

### **Policy Against Discrimination, Harassment, and Inappropriate Relationships**

"The University is committed to maintaining an environment free of discrimination or discriminatory harassment directed toward any person or group within its community – students, employees, or visitors. Academic and professional excellence can exist only when each member of our community is assured an atmosphere of mutual respect. All members of the University community are responsible for the maintenance of an academic and work environment in which people are free to learn and work without fear of discrimination or discriminatory harassment. In addition, inappropriate romantic relationships can undermine the University's mission when those in positions of authority abuse or appear to abuse their authority. To that end, and in accordance with federal and state law, the University prohibits discrimination and discriminatory harassment, as well as inappropriate romantic relationships, and such behavior will be met with appropriate disciplinary action, up to and including dismissal from the University."

"Any person who believes that s/he is being or has been discriminatorily harassed or otherwise subjected to discrimination by a University employee or person doing business with the University is encouraged to contact the Office of Diversity and Equity (ODE), which includes the Title IX Coordinator. ODE is located in Wood Hall, Unit 4175, 241 Glenbrook Road, Storrs, Connecticut 06269-4175; Telephone (860) 486-2943; Email: [ode@uconn.edu](mailto:ode@uconn.edu). In particular, any person who believes s/he has been sexually harassed or discriminated against by any member of the University community on the basis of his or her sex (gender) is encouraged to contact the University's Title IX Coordinator, Elizabeth Conklin, Wood Hall, Unit 4175, 241 Glenbrook Road, Storrs, Connecticut 06269-4175, Telephone: (860) 486-2943; Email: [titleix@uconn.edu](mailto:titleix@uconn.edu). The Title IX Coordinator will ensure that complaints of this nature are addressed by the appropriate University administrators and will assist the parties in receiving support services. The Title IX

---

Coordinator also will facilitate any interim measures that may be necessary during the investigation to protect the parties in the University setting.

Early reporting of concerns is encouraged because early intervention can prevent a situation from escalating. No person should feel compelled to wait to report concerns until discriminatory harassment becomes sufficiently severe, pervasive or persistent to create a hostile environment.

Complaints against students are handled by Community Standards and are governed by the provisions of The Student Code. Therefore, complaints about student misconduct (including graduate students) should be reported to Community Standards, Wilbur Cross Building, Room 301, 233 Glenbrook Road, Unit 4119, Storrs, CT 06269-4119; Telephone: (860) 486-8402; Email: [community@uconn.edu](mailto:community@uconn.edu). – University of Connecticut Policies and Procedures

### **Finals**

This class **does not** have a final exam. However, this information will help you to be successful in your other courses:

Finals week for fall 2015 takes place from **Monday, December 14th, through Sunday, December 20th**. Students are required to be available for their exam and/or complete any assessment during the time stated in the Registrar's Office schedule. If you have a conflict with this time you must visit the Dean of Students to discuss the possibility of rescheduling this final. Please note that vacations, previously purchased tickets or reservations, graduations, social events, misreading the assessment schedule and over-sleeping are not viable reasons for rescheduling a final. If you think that your situation warrants permission to reschedule, please contact the Dean of Students (2nd floor Wilbur Cross) to meet with a staff member.

### **ACADEMIC MISCONDUCT**

---

*"A fundamental tenet of all educational institutions is academic honesty; academic work depends upon respect for and acknowledgment of the research and ideas of others. Misrepresenting someone else's work as one's own is a serious offense in any academic setting and it will not be condoned."*

*-University of Connecticut, Student Code, Section VI*

The Student Code: [http://www.dosa.uconn.edu/student\\_code.html](http://www.dosa.uconn.edu/student_code.html)

### **What is considered academic misconduct for undergraduate students?**

Academic misconduct includes, but is not limited to:

- Providing or receiving assistance on academic work (papers, projects, examinations) in a way that was not authorized by the instructor
- Any attempt to improperly influence (bribery, threats) any member of the faculty, staff, or administration of the University in any matter relating to academics or research
- Plagiarism
- Doing academic work for another student
- Presenting the same, or substantially the same, papers or projects in two or more courses without the explicit permission of the instructors
- Situations where one student knowingly assists another student in committing an act of academic misconduct, and any student doing so will be held equally accountable for the violation

### **Plagiarism**

Plagiarism can be a deliberate action, in cases of downloading or purchasing pre-written essays or accidental, when a student paraphrases incorrectly or assumes that because the information is online, it needs no attribution. Presenting the same paper in two or more courses without the explicit permission of the instructors involved is also considered a form of academic misconduct. Recycling papers addresses various ethical issues, including "self-plagiarism," providing individuals with an unfair academic advantage, and undermining the objectives associated with a particular assignment. For academic misconduct, typical sanctions for serious offenses are generally considered to be failure in the course. For less serious offenses, it is generally failure in that portion for which you are accused of academic misconduct. If you find yourself with additional questions about the policy, contact me immediately. If you are desperately tempted to plagiarize, stop. Come see me or e-mail me. As you will see in our Information Literacy unit, there are much better solutions to the problem.

### **Finals**

This class **does not** have a final exam. However, this information will help you to be successful in your other courses:

---

Finals week for fall 2014 takes place from Monday, December 8th, through Sunday, December 14th. Students are required to be available for their exam and/or complete any assessment during the time stated in the Registrar's Office schedule. If you have a conflict with this time you must visit the Office of Student Services and Advocacy to discuss the possibility of rescheduling this final. OSSA REQUIRES advance notice from students who have prior knowledge of a conflict (i.e., bunched finals, religious obligation, legal/medical appointments...) Students must seek permission to reschedule their final with the Dean of Students NO LATER the deadline set by their office. Please note that vacations, previously purchased tickets or reservations, graduations, social events, misreading the assessment schedule and over-sleeping are not viable reasons for rescheduling a final. If you think that your situation warrants permission to reschedule, please contact the Dean of Students to meet with a staff member.

\*\*\*I reserve the right to alter this syllabus. However, if I do I will give you ample notice.\*\*

UNIV 1810.025 Course Calendar			
Semester Week	Class Date	Topic/Special Location	Assignments Due
1	Sept. 1 <sup>st</sup>	First Class – Introduction, syllabus review, overview of HuskyCT	
2	Sept. 8 <sup>th</sup>	Investment in Your Community	Resume HuskyCT Post 1
3	Sept. 15 <sup>th</sup>	Husky Traditions (Dairy Bar) or Scavenger Hunt	Involvement Fair Form
4	Sept. 22 <sup>nd</sup>	Husky Traditions (Dairy Bar) or Scavenger Hunt	HuskyCT Post 2
5	Sept. 29 <sup>th</sup>	True Colors	Critical Reflection Draft
6	Oct. 6 <sup>th</sup>	Academic Achievement Center	HuskyCT Post 3
7	Oct. 13 <sup>th</sup>	Your Engineering Program	
8	<b>Oct. 20<sup>th</sup></b>	<b>Career Development Presentation or Stress Management Workshop Storrs Hall, Room 174</b>	HuskyCT Post 4
9	<b>Oct. 27<sup>th</sup></b>	<b>Career Development Presentation or Stress Management Workshop Storrs Hall, Room 174</b>	
10	Nov. 3 <sup>rd</sup>	Values and Goals	Final Critical Reflection
11	Nov. 10 <sup>th</sup>	Student Panel or Mentor Presentations	HuskyCT Post 5
12	Nov. 17 <sup>th</sup>	Group Presentations	Final Resume Packet
13	Dec. 1 <sup>st</sup>	Group Presentations	HuskyCT Post 6
14	Dec. 8 <sup>th</sup>	Class Wrap Up/Looking Ahead	By this date you must have attended: 3 Learning Community Events and 1 Academic Achievement Center Event

**Bold = class meets in location other than regular classroom**



## UNIV 1810.005 & 007

UNIV 1810.005 & 007: Engineering House  
Spring 2016  
Thursdays 3:30pm-4:45pm, Koons Hall 201

<b>Instructor:</b> Whitney Losapio, Academic Advisor – Civil & Environmental Engineering
<b>Mentor:</b> Jimmy Huynh, Statistics major, Sophomore
<b>E-mail:</b> <a href="mailto:whitney@engr.uconn.edu">whitney@engr.uconn.edu</a> or <a href="mailto:whitney.losapio@uconn.edu">whitney.losapio@uconn.edu</a>
<b>Mentor Email:</b> <a href="mailto:jimmy.huynh@uconn.edu">jimmy.huynh@uconn.edu</a>
<b>Office:</b> Castleman Building, room 203
<b>Office Hours:</b> Mondays and Thursdays, 9:30am – 12:00pm, or by appointment

***“Science can amuse and fascinate us all, but it is engineering that changes the world.”***  
– Isaac Asimov, Isaac Asimov’s Book of Science and Nature Quotations (1988)

### COURSE DESCRIPTION

Welcome to the University of Connecticut and First Year Experience (FYE)! FYE is a unique one-credit course designed to provide you with the opportunity to explore issues relevant to new students at the University of Connecticut. Our goal for the semester is to provide an open forum for discussion about college transition issues and concerns, and to promote greater self-awareness, growth, and understanding of you as a scholar, individual, and global citizen. Over the course of the semester we will investigate your college experiences holistically, which will allow you the ability to make informed decisions paving the way for a richer, fuller college career.

This course is designed to be fun, supportive, practical, and intellectually challenging. Most of our work in this class will be cooperative. Therefore, our success will largely rely on active, earnest participation from you. Students who successfully complete the course will leave with transferable research skills, increased cultural competency, knowledge of UConn resources, increased self-awareness, a working knowledge of HuskyCT, a writing sample, and a resume. In addition, we hope that you will have some fun memories, confidence, and meaningful connections with faculty/staff and your fellow students.

### COURSE LEARNING OBJECTIVES

- LO1:** Students will recognize the principles of critical and creative thinking, and apply them to all three realms of their first-year experience: academic, personal, and global.
- LO2:** Students will recognize their strengths and weaknesses and reflect on their personal growth as UConn students.
- LO3:** Students will recognize and engage with social and academic support services and enrichment opportunities offered at UConn.
- LO4:** Students will recognize and practice basic academic and professional skills necessary for undergraduate success at UConn.



## GRADING

Grade Components	Total Number of Points	Explanation	Grade Percentage
Attendance/In-class Assignments/Participation	350 points	25 points x 14 classes	35%
Out-of-class Participation	150 points	Attend Career Fair (50 points), Attend one LC Event (50 points), Individual Conference with Instructor (50 points)	15%
Informational Interviews	250 points	Three Informational Interviews	25%
Journal	250 points	Journal Entries as Assigned	25%
<b>Maximum Total Points</b>	<b>1000 points</b>		

Grade Scale			
<b>A</b> = 94 – 100% Points = (940 – 1000)	<b>B</b> = 84 – 87% Points = (840 – 879)	<b>C</b> = 74 – 77% Points = (740 – 779)	<b>D</b> = 64 – 67% Points = (640 – 679)
<b>A-</b> = 91 – 93% Points = (910 – 939)	<b>B-</b> = 81 – 83% Points = (810 – 839)	<b>C-</b> = 71 – 73% Points = (710 – 739)	<b>D-</b> = 61 – 63% Points = (610 – 639)
<b>B+</b> = 88 – 90% Points = (880 – 909)	<b>C+</b> = 78 – 80% Points = (780 – 809)	<b>D+</b> = 68 – 70% Points = (680 – 709)	<b>F</b> = 0 – 60% Points = (0 – 609)

### ASSIGNMENT SUMMARY

Below are brief summaries of the course assignments. Additional information will be discussed in class and can be found on our course HuskyCT site. All assignments will be either typed or hand-written as directed. If you have any questions please ask before the assignments are due. Please refer to the last page of the syllabus for all deadlines and due dates.

**Attendance/In-class Participation (350 Points):** Attendance and participation are crucial to your success in this course. Absences will hurt your final grade by reducing the points you receive for the participation and in-class work. If there are special circumstances causing absences, please contact me by phone or email. Excessive or chronic tardiness to class will also be considered when computing the participation portion of your grade.

#### **Out-of-class Participation (150 Points):**

**Career Fair Assignment:** You are required to attend one of the following Career Fairs:

*Tuesday, February 16<sup>th</sup> 2016 from 11:00am – 3:00pm, in the Rome Ballroom.*

*Wednesday, March 2<sup>nd</sup> 2016 from 11:00am – 3:00pm, in the Rome Ballroom.*

**Learning Community Event Attendance:** You are required to attend one (1) event hosted by the Engineering Learning Community. It is your responsibility to ensure that your attendance is taken with the Learning Community Coordinators at the event.

**Individual Conference with Instructor:** You are required to schedule and attend a 30-minute meeting with your instructor to discuss your academic and career goals.

**Informational Interviews (250 points):** You are required to conduct three (3) informational interviews. Interviewees should be professionals in areas related to your prospective career, academic program, or research interests.

**Due on the last day of class:** final informational interview packet. This will include 3 separate packets from each interview. Each of the 3 packets will include your background research and notes, the list of questions you asked, and a one-page summary of what you learned from the interview. You will be provided a rubric for this final interview packet.

**Journal (250 Points):** You will be required to journal as assigned. Journal entries should be at least one page, single-spaced for each entry. Journals will be collected on weeks 4, 10, and 14 for instructor review.

**Please note:** Journal entries must be thoughtful and address the topic in order to receive full credits. Incomplete or poorly written entries will receive partial or no credit.

---

## COURSE

A key objective of this course is to encourage open, critical discussion. This is a credit-bearing course, and as such there are obligations to the University, which must be upheld.

Therefore, the following policies will be observed:

### **Attendance**

Participation is vital to learning in this course, and attendance is vital to participation. As a course designed with a capacity of 19 students, it is the intention of the University to create an environment in which students can interact, learn from each other, and be heard. Thus, we expect that all students will be prepared and willing to participate in class discussion on a regular basis. This can be directly in class or through HuskyCT discussion posts. Please contact me ahead of time if you need to miss class to participate in a university event or for a major personal reason. If you know in advance that you will need to miss class we can work together to find a way to catch you up. If you miss class due to a genuine emergency or medical problem, please request documentation from Student Health Services after you visit, or contact the Office of Student Services and Advocacy (860) 486-3426. They will look into the issue and send all of your instructors a formal notification (an excuse) if appropriate.

### **Late Work Policy**

I do not accept late daily participation work unless you make arrangements with me before the class, or in extreme cases such as medical emergencies. Late posts lose 10% off the final grade for every day that they are late. *Do not* leave them until the last minute because they are a vital part of our class sessions. And all major assignments must be in on the listed due dates, unless you are granted an extension ahead of time. Please contact me in advance if you are having a problem with an assignment so that I can help. You can see me after class, during my listed office hours, or by appointment.

### **Technology: Cell Phones, Tablets, Laptops, Etc.**

In our course you are encouraged to bring smart phones, laptops, tablets, etc. to occasionally help you fact check and engage with online course content during our discussions. However, it is important that your use of technology in the classroom is limited to these purposes. And please remember to turn them on silent before you enter the classroom. If technology becomes a distraction points may be deducted from your participation grade.

### **Email and HuskyCT**

I will frequently post important information and course materials online. You will need to check your email and HuskyCT (<http://huskyct.uconn.edu>) regularly in order to keep up.

### **Students with Disabilities & Reasonable Accommodation**

Students who think that they may need special accommodations because of a disability are encouraged to meet with me privately early in the semester. If you have a documented disability for which you wish to request academic accommodations and have not contacted the CSD, please do so as soon as possible. The CSD is located in Wilbur Cross, Room 204 and can be reached at (860) 486-2020 or at [csd@uconn.edu](mailto:csd@uconn.edu). Detailed information regarding the accommodations process is also available on their website at [www.csd.uconn.edu](http://www.csd.uconn.edu).

### **Individual Conferencing**

Office hours are noted above, and you can always talk to me after class or e-mail me to set up an appointment at another time. I especially encourage you to come to see me before work is due (for this or any other class) if you are feeling stressed or confused about an assignment.

### **Weather Closure**

Fall weather closures are rare, but they do happen, and spring semester at UConn is notorious for snow. Be sure to check online for information concerning possible school closures and rescheduling of classes. If class is canceled on campus we may move our discussions for the day online. If necessary, I will post an updated course calendar on HuskyCT as soon as possible.

### **Religious Observance**

After reviewing the syllabus carefully, if, due to your religious observance, you foresee an absence from a class meeting or a conflict with a due date for an assignment or an exam, please inform the instructor in writing within the first three weeks of the semester. Prior to the anticipated absence, take the initiative to work out with the instructor a schedule for making up missed work. For conflicts with final examinations, students should contact the Office of Student Services and Advocacy.

---

### **Civil Discourse, Rights, and Responsibilities**

In our class discussions, in our readings, and in our writing throughout the semester, we will examine ideas from diverse perspectives. At this university, students and faculty are afforded an academic environment that allows for intellectual expression. Challenging issues and ideas may arise, but none of these should be expressed in an inappropriate manner either verbally or in writing. One of the goals of a university is to challenge us to think again about what we know (and all that we don't know). This demands that we all share responsibility for creating and maintaining a civil learning environment in our classrooms and in the larger university community. We will be conscious of and accept responsibility for what we say and do, how we act, how our words and actions have consequences, and how our words and actions affect others. As part of this awareness, we will avoid sexist, racist, and heterosexist language.

### **Policy Against Discrimination, Harassment, and Inappropriate Relationships**

"The University is committed to maintaining an environment free of discrimination or discriminatory harassment directed toward any person or group within its community – students, employees, or visitors. Academic and professional excellence can exist only when each member of our community is assured an atmosphere of mutual respect. All members of the University community are responsible for the maintenance of an academic and work environment in which people are free to learn and work without fear of discrimination or discriminatory harassment. In addition, inappropriate romantic relationships can undermine the University's mission when those in positions of authority abuse or appear to abuse their authority. To that end, and in accordance with federal and state law, the University prohibits discrimination and discriminatory harassment, as well as inappropriate romantic relationships, and such behavior will be met with appropriate disciplinary action, up to and including dismissal from the University."

"Any person who believes that s/he is being or has been discriminatorily harassed or otherwise subjected to discrimination by a University employee or person doing business with the University is encouraged to contact the Office of Diversity and Equity (ODE), which includes the Title IX Coordinator. ODE is located in Wood Hall, Unit 4175, 241 Glenbrook Road, Storrs, Connecticut 06269-4175; Telephone (860) 486-2943; Email: [ode@uconn.edu](mailto:ode@uconn.edu). In particular, any person who believes s/he has been sexually harassed or discriminated against by any member of the University community on the basis of his or her sex (gender) is encouraged to contact the University's Title IX Coordinator, Elizabeth Conklin, Wood Hall, Unit 4175, 241 Glenbrook Road, Storrs, Connecticut 06269-4175, Telephone: (860) 486-2943; Email: [titleix@uconn.edu](mailto:titleix@uconn.edu). The Title IX Coordinator will ensure that complaints of this nature are addressed by the appropriate University administrators and will assist the parties in receiving support services. The Title IX Coordinator also will facilitate any interim measures that may be necessary during the investigation to protect the parties in the University setting.

Early reporting of concerns is encouraged because early intervention can prevent a situation from escalating. No person should feel compelled to wait to report concerns until discriminatory harassment becomes sufficiently severe, pervasive or persistent to create a hostile environment.

Complaints against students are handled by Community Standards and are governed by the provisions of The Student Code. Therefore, complaints about student misconduct (including graduate students) should be reported to Community Standards, Wilbur Cross Building, Room 301, 233 Glenbrook Road, Unit 4119, Storrs, CT 06269-4119; Telephone: (860) 486-8402; Email: [community@uconn.edu](mailto:community@uconn.edu)." – University of Connecticut Policies and Procedures

### **Finals**

This class **does not** have a final exam. However, this information will help you to be successful in your other courses: Finals week for Spring 2016 takes place from **Monday, May 2<sup>nd</sup> through Sunday, May 8<sup>th</sup>**. Students are required to be available for their exam and/or complete any assessment during the time stated in the Registrar's Office schedule. If you have a conflict with this time you must visit the Dean of Students to discuss the possibility of rescheduling this final. Please note that vacations, previously purchased tickets or reservations, graduations, social events, misreading the assessment schedule and over-sleeping are not viable reasons for rescheduling a final. If you think that your situation warrants permission to reschedule, please contact the Dean of Students (2nd floor Wilbur Cross) to meet with a staff member.

---

## ACADEMIC MISCONDUCT

*"A fundamental tenet of all educational institutions is academic honesty; academic work depends upon respect for and acknowledgment of the research and ideas of others. Misrepresenting someone else's work as one's own is a serious offense in any academic setting and it will not be condoned."*

*-University of Connecticut, Student Code, Section VI*

The Student Code: [http://www.dosa.uconn.edu/student\\_code.html](http://www.dosa.uconn.edu/student_code.html)

### **What is considered academic misconduct for undergraduate students?**

Academic misconduct includes, but is not limited to:

- Providing or receiving assistance on academic work (papers, projects, examinations) in a way that was not authorized by the instructor
- Any attempt to improperly influence (bribery, threats) any member of the faculty, staff, or administration of the University in any matter relating to academics or research
- Plagiarism
- Doing academic work for another student
- Presenting the same, or substantially the same, papers or projects in two or more courses without the explicit permission of the instructors
- Situations where one student knowingly assists another student in committing an act of academic misconduct, and any student doing so will be held equally accountable for the violation

### **Plagiarism**

Plagiarism can be a deliberate action, in cases of downloading or purchasing pre-written essays or accidental, when a student paraphrases incorrectly or assumes that because the information is online, it needs no attribution. Presenting the same paper in two or more courses without the explicit permission of the instructors involved is also considered a form of academic misconduct.

Recycling papers addresses various ethical issues, including "self-plagiarism," providing individuals with an unfair academic advantage, and undermining the objectives associated with a particular assignment. For academic misconduct, typical sanctions for serious offenses are generally considered to be failure in the course. For less serious offenses, it is generally failure in that portion for which you are accused of academic misconduct. If you find yourself with additional questions about the policy, contact me immediately. If you are desperately tempted to plagiarize, stop. Come see me or e-mail me. As you will see in our Information Literacy unit, there are much better solutions to the problem.

\*\*\*I reserve the right to alter this syllabus. However, if I do I will give you ample notice.\*\*

**UNIV 1810.005 & 007 Course Calendar**

<b>Semester Week</b>	<b>Class Date</b>	<b>Topic/Special Location</b>	<b>Assignments Due</b>
1	January 21	First Class – Introduction, syllabus review, overview of HuskyCT	
2	January 28	Strengths Quest Introduction	<b>Strengths Quest Results due</b>
3	February 4	Strengths Quest Activity	
4	February 11	Violence Against Women Prevention Workshop	
5	February 18	<b>Education Abroad – Laurel Hall 202</b>	Career Fair this week (attend one of two)
6	February 25	Career Planning – Introduce Informational Interviewing Assignment	<b>Journal</b> (first review)
7	March 3	<b>Alcohol/Substance Abuse/Personal Safety – tour of UCPD facility, meet at Police Station</b>	Career Fair this week (attend one of two)
8	March 10	NO CLASS TODAY	
9	March 17	SPRING BREAK – NO CLASS TODAY	
10	March 24	Leadership	<b>Journal</b> (second review)
11	March 31	Ethics	
12	April 7	<b>Money Management – Family Studies Building, room 25</b>	
13	April 14	Strengths Quest	
14	April 21	UConn Pride (Scavenger Hunt)	<b>Journal</b> (final review)
15	April 28	Class Wrap Up	By this date, attend at least one Engineering Learning Community Event By this date, have completed a one-on-one meeting with Whitney <b>Final Three (3) Interview Packets Due</b>