

# UNIV 1784 Syllabus Requirements

## Fall 2015

### GUIDELINES FOR FINAL SYLLABUS

(Numbered Items are all **required**)

#### Syllabus Checklist Items (Items to include but are not a full class)

1. A section at the top that includes your name, the contact information you would give your students to reach you, and the day, time, and location of your class (pick a location on campus).
2. A section that describes expectations for students and the goals of the class.
3. Icebreakers (list the ones you plan to do and when you'll do them)
4. Attendance at the Fall Honors Ceremony – Tuesday, October 20, 2015 (this date is confirmed)  
*Note: this does not count as a "class day" but is mandatory for your class and must be on your syllabus*

#### Curricular Components (Items to cover in a full class)

##### *Introduction to Professionalism Series*

1. Your First College Resume (Full details about this assignment will be provided before the fall)
  - a. Students will create a first-draft resume BEFORE class based on materials provided by the Center for Career Development (your job to post on HuskyCT)
  - b. Participate in the in-class CCD UNIV Resume Writing Presentation between 10/5/15 - 11/13/15 (Bring first-draft resume to take notes on and ask questions of CCD presenter)
2. Academic Citizenship Day
  - a. This should happen BEFORE Fall Honors Ceremony.
  - b. Engage the class on this topic.

##### *Campus Visits, Speakers, and Discussions*

3. Two visits to campus centers with scheduled speakers. One visit must be a cultural center while the other is your choice!
  - a. **6 sections will be going to each of the 5 Cultural Centers** (Rainbow Center, African American Cultural Center, Asian American Cultural Center, Puerto Rican/Latin American Cultural Center, Women's Center) for a scheduled activity/discussion.
  - b. Other choices include (but are not limited to) the Benton Museum of Art, Connecticut Museum of Natural History, Ballard Institute and Museum of Puppetry, the Library (**further instructions coming on the library as well but generally you must have a reason to attend, can't just tour. For ex: an upcoming project they are working on for professor's class day, which would include a discussion with a subject-area librarian; discussion with Q, W, HuskyTech, etc.**)
4. Two guest speakers from peer leadership groups and/or offices. One group must be Consent 201 with the VAWPP Peer Facilitators (read specific instructions on how to sign up) and one guest speaker is your choice.  
Peer Leadership groups include but are not limited to:
  - Sexperts
  - Active Minds
  - Community Outreach Student Leaders
  - Undergraduate Student GovernmentOffices include (research specific topic/workshop to) but are not limited to:
  - Health Education
  - Academic Achievement Center
  - Alcohol and Other Drugs
  - Education Abroad
  - Office of Undergraduate Research
  - Office of National Scholarships and Fellowships
  - Dean of Students
  - Counseling and Mental Health Services
  - Student Activities: Community Outreach, Involvement and Leadership

##### *First-Year Topics*

5. Two discussion days. List what you will discuss.  
*Note: The lists of examples are simply suggestions to give you some ideas—you can feel free to include alternative options that fit within the required elements*

- a. Answer questions about registration/Honors requirements
  - b. Answer questions about housing/roommates
  - c. Use as general “check-in” days
6. One college life issue day:
- a. Tackle an issue that the class chooses
  - b. Discuss it through a movie, TV show, debate, or some other vehicle to present the topic and generate discussion

### ***Community Building***

7. Two activity days

*Note: The lists of examples are simply suggestions to give you some ideas—you can feel free to include alternative options that fit within the required elements*

- a. Games (Ultimate Frisbee, Pictionary, etc.)
- b. Trip to the Dairy Bar
- c. Trip to a coffee shop on campus
- d. Substitute an Honors Event or group outing for a class day

Each class needs to be a separate and discrete topic. *For example, if you want to discuss a movie in class, you must watch the movie outside of class and then discuss it the following week in class.* You may not view the movie over two weeks in class and then discuss it on a third week. Duplication of activities on the syllabus or activities that are not clearly defined will result in loss of points on your final. *For example, if you choose to go the Library to have an Academic Citizenship presentation/discussion, you may **NOT** count this as both “visit to a campus center” AND “Academic Citizenship Day.”* Also, requirements will not take all of the weeks, so you must indicate and explain how you will utilize remaining class periods.

Syllabus Rubric  
EGEN 3200

<b>Item</b>	<b>Points Possible</b>	<b>Points Earned</b>
Name, contact info, day, time and location of class	.5	
Icebreakers	.5	
Fall Honors Ceremony	.5	
Expectations and Purpose of course	.5	
First College Resume	.5	
Academic Citizenship Day	.5	
2 Visits to campus centers (1 Cultural Center discussion)	1	
2 Guest speakers (1 VAWPP Consent 201)	1	
2 Discussion days	1	
1 College Life Issue Day	1	
2 Activity days	1	
Overall organization of syllabus (meeting times and places, description of activities)	0.5	
Rationale paper	1.5	
<b>Total</b>	<b>10</b>	