

**Section 003**  
**SH 325**  
**Spring 2012**

**Instructor:** Roxanna Latifi. M.Ed.  
**Office:** University College Programs, 301C Ransom Hall  
**Phone:** 817-272-6107  
**Email:** Roxanna@uta.edu  
**Office Hours:** By appointment only.

## Course Description

The Freshman Potential for Academic Success Seminar (PASS) is required for first-year students on academic probation who want to improve their academic skills. Students will become more familiar with university policies and procedures to understand their probation situation more fully. Freshman PASS focuses on enhancing and improving specific learning skills and behaviors necessary for academic success, such as: goal setting, time management, note-taking, textbook reading, and test-taking strategies.

**Students who are required to take UNIV 1131 for the Freshman PASS program must receive a grade of "P" (passing grade) in the course in order to remain enrolled in future academic sessions. Students who receive a grade of "F" (failing grade) in the course will be dropped from future academic sessions for which they are enrolled and future attempts to enroll will be blocked. Appeals for future enrollment will be considered by the Director of the University Advising Center.**

For more on the Freshman PASS policy, please go to [www.uta.edu/pass](http://www.uta.edu/pass).

## Student Learning Outcomes

1. Students will utilize the LASSI and VARK self-assessment tools in order to identify strengths and opportunities for greater self-management.
2. Identify and apply self-management methods for impacting attitude and motivation.
3. Students will understand academic opportunities and threats in order to formulate individual learning strategies.
4. Students will apply individual learning strategies across academic programs and in personal and career development.
5. Students will apply principles of behavior modification to self-regulate or change identified academic challenges.

## Required Materials

1. **Three ring notebook or folder with brads** for graded assignments, class information, and handouts.
2. Paper and pen/pencil for taking notes and completing in-class assignments.

## Attendance

*This is a ten-week course, taught 2 hours per week. **Attendance is required.*** In-class assignments will be provided in most class sessions and cannot be made up if missed. Additionally, homework for the class will be collected at the start of each class session and may not be turned in late. Therefore, it is in your best interest to arrive at class on-time and be in attendance everyday that class meets.

## Assignment Guidelines

Class lessons are dependent upon your application of the material and techniques in your other classes. Therefore, expect to have homework.

- Assignments are due at the beginning of class on the date they are listed on the syllabus.
- In-class assignments may not be made up.
- All work done outside of class should be typed unless a worksheet is provided. In cases where work that is hand-written is accepted, be sure to write legibly. If I cannot read it, I will assume it is incorrect and points may be deducted.
- Assignments must be completed according to the specified assigned format.
- Assignments not stapled or without a name will not be graded for credit.

## Course Requirements

### Assignments

### Grade

1. LASSI – Score Results	P/F
2. LASSI – Assignment	P/F
3. SMART Goal Assignment	P/F
4. Time Management Assignment	P/F
5. VARK – Score Results	P/F
6. Note-Taking Strategy Assignment	P/F
7. Academic Improvement Plan	P/F
8. Academic Improvement Plan – Midterm Evaluation	P/F
9. Issues in Higher Education – Paper	P/F
10. Issues in Higher Education – Presentation	P/F

### Other Assignments

Other assignments will be given by the instructor throughout the semester. The assignment and point values will be assigned as appropriate. Assignments may include activities such as mini-quizzes, written responses for reflection over relevant material, credit for attending UT Arlington events and community service, in-class exercises, etc.

### Meeting with Instructor

All students must schedule an individual meeting with the instructor. Failure to attend this meeting will result in a grade of “F” for the class.

### Grading

Course assignments will be graded on a Pass/Fail grading system. Students are expected to complete all work to the best of their ability and submit all assignments by the due date. Work that is submitted completely and by the assigned due date will result in a grade of “P”. Incomplete, illegible, or late work will result in a grade of “F”. Students who earn a grade of “P” in at least 60% of the required course assignments and complete their instructor meeting by the assigned deadline will successfully pass the course with a grade of “P”.

## Course Policies

### Email Communication with Students

Students are encouraged to use their UTA email account to receive official UTA notifications. With email filters in place, I cannot guarantee that I would receive an email not sent by your UTA email account. Therefore, for the purposes of this class, **I require that you communicate with me via your UTA email account.** Any email sent from a non-UTA email account will not be read or replied to.

## **Classroom Participation Policy**

College level behavior, courteousness, and attentiveness are expected from each student. **Please turn off all cell phones, pagers, and other electronic equipment.** Students that neglect to turn off their phones will be asked to leave class for the remainder of the class period and will be assessed absence deductions accordingly. Put away newspapers, magazines and assignments from other classes before the beginning of class. Each student is expected to keep up with course assignments, readings, and to attend class. An attitude of cooperation, a willingness to contribute ideas and experiences, and openness to new concepts and theories will enhance your collegiate experience.

Disruptions and/or distractions to the learning environment are not acceptable. Students who interfere with learning will be asked to leave class immediately and to schedule an instructor conference to discuss re-admission to class. Students with behavior or attitudes deemed inappropriate to the university setting will be referred to the Office of Student Conduct.

## **Academic Integrity Policy**

It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University.

"Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts." (Regents' Rules and Regulations, Series 50101, Section 2.2)

## **Students with "disAbilities" Policy**

The University of Texas at Arlington is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112 - The Rehabilitation Act of 1973 as amended. With the passage of new federal legislation entitled *Americans with Disabilities Act (ADA)*, pursuant to section 504 of the Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens.

As a faculty member, I am required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Student responsibility primarily rests with informing faculty of their need for accommodation and in providing **authorized documentation** through designated administrative channels. Information regarding specific diagnostic criteria and policies for obtaining academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability). Also, you may visit the Office for Students with Disabilities in room 102, University Hall or call them at (817) 272-3364.

## **Academic Resources**

The University of Texas at Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. These resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling and federally funded programs. For individualized referrals to resources for any reason, students may contact the Maverick Resource Hotline at 817-272-6107 or visit [www.uta.edu/resources](http://www.uta.edu/resources) for more information.