UNIV 1131: Issues in College Adjustment | Spring 2015

Section Number: 001
Instructor: Anna Hollis
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Class Days/Times: MW 10:00 am-10:50 am
Office: 105 Ransom Hall
Office Hours: By Appointment: 8:30am to 4:00pm

Course Objectives:
- Students can provide clear understanding of University policies pertaining to academic standing and degree requirements.
- Students will develop decision-making skills and the ability to plan for self-determined goals.
- Instructor will guide student through various self-assessment tools. Student will be able to identify interests, skills, values and personality. Student will evaluate the impact these factors have on their career and educational goals with results from MyPlan.com
- Instructor will discuss the process of major exploration; students will become familiar with the majors, minors and certificates offered at UT Arlington.
- Instructor will facilitate student decision-making and provide campus resources.
- Instructor will empower and encourage students to become a self-advocate.

Materials:
- Folder with pockets for assignments
- Handouts for the course will be provided by instructor
- Students should always have a pen or a pencil and notebook paper

Course Requirements:

Attendance Policy: Attendance is required and will be checked at the beginning of each class**.** Students not in class on time will be counted as absent. **More than three absences, excused or unexcused, will result in a grade of "F" for the course.**

Classroom Participation Policy: 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.

College level behavior, courteousness, and active participation are expected from each student. **Turn off all cell phones, computers, pagers, iPods, and other electronic equipment**. Students that neglect to turn off their phones or are found using their cell phones to send text messages will be asked to leave class for the remainder of the class period and will be assessed absence deductions accordingly.

Assignments
- All assignments are graded on a Pass/Fail basis.
- Any papers assigned for homework must be **typed, 12 font and double spaced.**
- Consult instructor for more information on any missed assignments.
- **Not completing 3 or more assignments will result in an "F" for the class.**
- **Not completing the MyPlan assignment will result in an "F" for the class.**

Drop Policy: Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-**

attendance. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (http://wweb.uta.edu/ses/fao).

Academic Integrity: All students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

At UT Arlington, academic dishonesty is completely unacceptable and will not be tolerated in any form, including (but 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" (UT System Regents' Rule 50101, §2.2). Suspected violations of academic integrity standards (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University**.**

Electronic Communication: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at http://www.uta.edu/oit/cs/email/mavmail.php.

Student Support Services: UT 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. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), contact the Maverick Resource Hotline by calling 817-272-6107, sending a message to resources@uta.edu, or view the information at www.uta.edu/resources.

Americans with Disabilities Act

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 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.   Also, you may visit the Office for Students with Disabilities in room 102 of University Hall or call them at (817) 272-3364.

Student Feedback Survey: At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory will be asked to complete an online Student Feedback Survey (SFS) about the course and how it was taught. Instructions on how to access the SFS system will be sent directly to students through MavMail approximately 10 days before the end of the term. Each student's feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback data is required by state law; student participation in the SFS program is voluntary.

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The instructor reserves the right to make adjustments to the schedule as needed.

Class Schedule – Subject to Change

Week	Date	Subject	Homework
Week 1	January 21, 2015	Introduction and Information – First Day Agenda	In-Class Activities and Discussion
	January 26, 2015	Academic Policies & GPA Presentation	**Complete GPA and GPD Worksheet**
Week 2	January 28, 2015	Academic Resources & Skills	**Sign up for Tutoring or Resource GPS**
	February 2 , 2015	Academic Resources & Skills – SMART Goal	**SMART Goal Worksheet**
Week 3	**February 4, 2015**	**Assertiveness Presentation (Counseling and Psychological Services)**	In-Class Activities and Discussion
	February 9, 2015	Exploration Presentation – Pathfinder	In-Class Activities and Discussion
Week 4	February 11, 2015	Majors at UTA (Part One)	In-Class Activities and Discussion
	February 16, 2015	Majors at UTA (Part Two)	In-Class Activities and Discussion
Week 5	**February 18, 2015**	**GUEST SPEAKERS FROM MAJORS**	In-Class Activity
	February 23, 2015	MyPlan Career Assessments: Overview and Assignment	In-Class Activities and Discussion SMART Goal Check
Week 6	February 24, 2015 (TUESDAY)	**SPRING 2015 JOB FAIR 10:00am - 3:00pm Maverick Activities Center (MAC)**	**Attend Job Fair (Dress Professionally, Complete Worksheet) or Attend a MyPlan Interpretation**
	February 25, 2015	**GUEST SPEAKERS FROM MAJORS**	In-Class Activity
Week 7	March 2,2015	MyPlan: Personality and Interests	In-Class Activities and Discussion
	March 4,2015	MyPlan: Skills and Values	In-Class Activities and Discussion
Week 8	March 16, 2015	SMART Goal Follow-up	In-Class Activities and Discussion
	March 18, 2015	**GUEST SPEAKERS FROM MAJORS**	In-Class Activity
Week 9	**March 23, 2015**	**The Career Development Center (Resume Building and Interview Presentation)**	**Work on academic and career resume – Information on Blackboard**
	March 25, 2015	Resume Critiques and Activities	Work on Resume Changes/Updates
Week 10	**March 30, 2015**	**GUEST SPEAKERS FROM MAJORS**	In-Class Activity
	April 1, 2015	Course Wrap-Up	In-Class Activities and Discussion
	April 6, 2015	Make-Up Day, If Needed	
	TBA	**Declaration Day**	

<u>Student Information</u>:

Name: _____ Student ID: 1 0 0 ___ ___ ___ ___ ___ ___ ___

Do you work?   Yes   or   No   If so, how many hours per week? _____

Why did you choose to take this class?
_____
_____

What majors are NOT appealing to you? Why?
_____
_____

If time, money, family obligations, etc. did not matter, what would you want to do for work?
_____
_____
_____