

**Texas A&M University - Corpus Christi | Spring 2022**  
**UNIV 1102: First-Year Seminar II**

**History/Seminar**

**Instructor Name:** Leah Murray

**Email Address:** leah.murray@tamucc.edu

**Office Hours:** Tues 1-5 Th \*Zoom or Face to Face office hours\*

**Office Location:** Face to Face FC 113 By Appointment \*

**Zoom Location:** <https://bit.ly/3yYDaOs>

**Office Phone:** (361) 878-8990

**Course Information:**

UNIV 1102 - 460      9-9:50am      Island Hall IH158

UNIV 1102 - 461      10-10:50am      IH158

**Course Description**

Students explore what it means to be a professional member of the Texas A&M University - Corpus Christi community in the second semester of University Seminar. Each course explores different facets of career knowledge for academic/social success and engages students in a collaborative learning experience. Faculty facilitate meaningful connections between student experiences and courses. Students gain confidence in their individual skills and develop abilities for use in the academic community and beyond.

**Student Learning Outcomes**

- Synthesize connections between courses by engaging in integrative experiences and assignments.
- Evaluate learning processes in courses through self-reflection.
- Demonstrate academic development from participation by completing integrative assignments and presenting in a public forum.
- Locate and utilize campus resources.

**Course Goals and Objectives**

- Integrative Learning
- Lifelong Learning
- Academic Development
- Higher Education Navigation

**Recommended Textbook:**

**OpenStax. (2021).** *College Success*. OpenStax. <https://openstax.org/details/books/college-success>

**SEMINAR COURSE EVALUATION**

**PARTICIPATION - 50%**

It is vital that students keep up with activities throughout the semester. All activities have been carefully selected to increase the success of every student. To encourage participation, students will be assigned a variety of activities (daily writings, quizzes, group tasks) throughout the semester. These activities will

count for participation points and will be averaged at the end of the semester to make up your participation grade.

**PROFESSIONAL PORTFOLIO - 30%**

Throughout the semester, students will craft an online portfolio that will show their unique skills, competencies, insights, and attitudes that make them competitive in their chosen professional field. These online portfolios can be used by the student in future job-searching and will prove beneficial beyond the UNIV 1102 course.

**PROFESSIONAL ISLANDER IDENTITY PROJECT - 20%**

Throughout the semester, students will participate in 5 professional development activities of their choice and reflect on those events using a Blackboard journal.

**GRADING RUBRIC**

**100 - 90 = A**

**89 - 80 = B**

**79 - 70 = C**

**69 - 60 = D**

**59 - 0 = F**

**TENTATIVE COURSE SCHEDULE**

<b>Unit</b>	<b>Week</b>	<b>Topic</b>	<b>Activities Due</b>
The Future	1	My Interests	Friday, January 21
	2	My Life Goals / Intro to Professional Portfolio	Friday, January 28
	3	My Strengths	Friday, February 4
	4	My Future	Friday, February 11
	5	Essential Skills	Friday, February 18
	6	Networking & Mentorship	Friday, February 25
Career Exploration & Skill Enhancement	7	Skill Enhancement	Friday, March 4
	8	Midterm Reflection	Friday, March 11
	9	Behavior Change Project Week	Friday, March 18
	10	Behavior Change Project Findings	Friday, March 25
	11	Behavior Change Project Reporting	Friday, April 1
Professional Identity & Professional Development	12	Professional Development	Friday, April 8
	13	Professional Development	Friday, April 15
	14	Professional Identity	Friday, April 22
	15	Professional Identity	Friday, April 29

## Important Dates

Monday, January 17	Martin Luther King, Jr. Holiday
Tuesday, January 18	Classes Begin
Tuesday, January 25	Last day to register/add a class
March 2-23	Midterm Grading
March 14-18	Spring Break
Friday, April 8	Last day to drop a class
Wednesday, April 20 and Thursday, April 21	First-Year Islander Conference
Tuesday, May 3	Last day to withdraw from the University
Wednesday, May 4	Last day of classes

## Course and University Policies

### Course Communication

Email is the best way to keep in touch with me about course information. I will reply to your email within 24 hours on Monday - Friday. To discuss an issue related to the course that requires a meeting, schedule a meeting with me on Microsoft Bookings with a brief description of your question or discussion topic. Group chats in Microsoft Teams are intended for large group conversations. Please email me with individual questions or comments.

### Course Technologies

The management system for this course is Blackboard. You can expect to find access to activities and assignments through the Blackboard course shell. Many of the assignments we complete throughout the semester will require Microsoft Office, which you can access for free with your student log in information. We will frequently use Microsoft Teams to stay connected to one another outside of the classroom. Our virtual meeting space will be in WebEx. See Blackboard for virtual meeting links and other important course information.

### What if I'm Failing?

If you find that you are failing the course, set up a meeting with me immediately. The purpose of the course is to prepare students for the next step in their education journey and it is important that we discuss the best steps to follow in your unique situation.

### Late Work

Any major assignment (such as a portfolio) will be accepted late, at a penalty of a letter grade per calendar day late. Please contact me in advance if there are extenuating circumstances that will cause you to miss a major due date. There will be no make-ups for missed daily grades without a university approved excuse.

### Required Statements

#### Dropping a Class

I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. ***Please consult with your academic advisor, the Financial Aid Office, and me, before you decide to drop this course.*** Should dropping the course be the best course of action, you must initiate the process to drop the course by going to **University Center 324** and filling out a course drop form. Just stopping attendance and participation **WILL NOT** automatically result in your being dropped from the class. You may also submit a [PowerFormSigner](#) online. April 8, 2022 is the last day to drop a class with an automatic grade of "W" this term.

## Campus Emergencies

At TAMU-CC, your safety is a top concern. We actively prepare for natural disasters or human-caused incidents with the ultimate goal of maintaining a safe and secure campus.

- For any emergency, dial the University Police Department (UPD) at 361-825-4444 or dial 911. It's a good idea to have the UPD emergency number (and non-emergency number 361-825-4242) saved in your cell phone.
- There are nearly 200 classroom telephones throughout campus. If you feel threatened or need help and don't have a cell phone, dial 4444 (emergency) or 4242 (non-emergency) to be connected to UPD.
- If we hear a fire alarm, we will immediately evacuate the building and proceed to \_\_\_\_\_(location).
  - Proceed to the nearest building exit or evacuation stairway. Do not use the elevator. Persons who need help navigating stairs should proceed to a marked Area of Rescue Assistance, if possible.
  - Persons with disabilities should speak with their faculty about how to best assist them in case of an emergency.
  - Review the evacuation route (see specific Building Emergency Plan).
- TAMU-CC employs the Code Blue Emergency Notification System, an alert system which connects the campus community during emergency situations. Code Blue emergencies may include severe weather warnings, threats, school closures, delays, evacuations and other incidents which disrupt regular campus activities.
  - Students can update personal contact information anytime at <https://emergency.tamucc.edu/contactform/>.
- Shelter in Place via Code Blue.
  - "Shelter-in-place" means to take immediate shelter where you are and may be implemented for severe weather, hazardous material spills, active shooters or other dangerous situations.
  - If there is a shelter in place for a **tornado warning**, our preferred location is the bottom floor of this building, away from windows and doors.
- Active Threat Protocol. There are three things you could do that make a difference if there is an active threat: Run, Hide, and/or Fight. For more information about the Run, Hide, Fight protocol, including what to do when law enforcement arrives, visit <https://www.tamucc.edu/finance-and-administration/facility-administration/ehs/>

For the Quick Campus Guide to Campus Emergencies (including a list of Areas of Rescue Assistance and additional protocols on assisting persons with physical disabilities, hurricanes, bomb threats, animal bites, crime reporting, elevator entrapment, etc.), visit <https://www.tamucc.edu/finance-and-administration/facility-administration/ehs/emergency-management/assets/documents/finalbooklet.pdf>.

## Civil Rights Reporting

Texas A&M University-Corpus Christi is committed to fostering a culture of caring and respect that is free from discrimination, relationship violence and sexual misconduct, and ensuring that all affected students have access to services. For information on reporting Civil Rights complaints, options and support resources (including pregnancy support accommodations) or university policies and procedures, please contact the University Title IX Coordinator, Sam Ramirez at [Samuel.ramirez@tamucc.edu](mailto:Samuel.ramirez@tamucc.edu) or Deputy Title IX Coordinator, Rosie Ruiz at [Rosie.Ruiz@tamucc.edu](mailto:Rosie.Ruiz@tamucc.edu) ext. 5826, or visit website at Title IX/Sexual Assault/Pregnancy.

Limits to confidentiality. Essays, journals, and other materials submitted for this class are generally considered confidential pursuant to the University's student record policies. However, students should be aware that University employees, including instructors, are not able to maintain confidentiality when it conflicts with their responsibility to report alleged or suspected civil rights discrimination that is observed by or made known to an employee in the course and scope of their employment. As the instructor, I must report allegations of civil rights discrimination, including sexual assault, relationship violence, stalking, or sexual harassment to the Title IX Coordinator if you share it with me. These reports will trigger contact with you from the Civil Rights/Title IX Compliance office who will inform you of your options and resources regarding the incident that you have shared. If you would like to talk about these incidents in a confidential setting, you are encouraged to make an appointment with counselors in the University Counseling Center.

## **Disabilities Accommodations**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall, Room #116. If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

## **Student Grade Appeals**

As stated in University Procedure 13.02.99.C0.03, Student Grade Appeal Procedures, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C0.03, Student Grade Appeal Procedures. These documents are accessible through the University Rules Web site at <https://www.tamucc.edu/governance/rules-procedures/index>. For assistance and/or guidance in the grade appeal process, students may contact the Dean's office in the college in which the course is taught or the Office of the Provost.

## **Academic Advising**

The College of Liberal Arts requires that students meet with an Academic Advisor as soon as they are ready to declare a major. Degree plans are prepared in the CLA Academic Advising Center. The University uses an online Degree Audit system. Any amendment must be approved by the Department Chair and the Office of the Dean. All courses and requirements specified in the final degree plan audit must be completed before a degree will be granted. The CLA Academic Advising Office is located in Faculty Center 148. For more information, please call 361-825-3466.

## ***Recommended Statements***

### **Statement of Academic Continuity**

In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

### **Academic Honesty**

University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, falsification, forgery, complicity or plagiarism. (Plagiarism is the presentation of the work of another as one's own work.) In this class, academic misconduct or complicity in an act of academic misconduct on an assignment or test may result in failing the assignment or the course depending on the severity of the misconduct.

### **Classroom/professional behavior**

Texas A&M University-Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor's ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in article VII of the Student Code of Conduct. Students engaging in unacceptable behavior may be instructed to leave the classroom. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.

**Statement of Civility (can be in place of classroom/professional behavior)**

Texas A&M University-Corpus Christi has a diverse student population that represents the population of the state. Our goal is to provide you with a high-quality educational experience that is free from repression. You are responsible for following the rules of the University, city, state, and federal government. We expect that you will behave in a manner that is dignified, respectful and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual orientation, or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

**COVID – 19 Campus Safety Measures**

While the University does not require face coverings or vaccinations, we encourage every Islander to consider getting vaccinated, wear a face covering while indoors, and wash your hands frequently to aid in reducing the spread of COVID-19.

Anyone with COVID-19 symptoms should not report to campus. Students, faculty, and staff who test positive are required to report their test results to the University through our portal, and regardless of vaccination status, must self-isolate for 14 days. Those who come into close contact with someone who tests positive should:

- Fully Vaccinated people OR people who have had COVID-19 illness within the previous 3 months and have recovered do NOT need to self-isolate after contact with someone who has COVID-19 unless they have symptoms.
- Unvaccinated people must self-isolate after contact with someone who has COVID-19 for 14 days and continue to monitor for symptoms.

**I-CARE**

TAMU-CC is committed to the safety and well-being of our campus community. If you need support or have a concern about the behavior or safety of a fellow student, you may share your concerns with I-CARE by submitting an online referral to [icare.tamucc.edu](https://icare.tamucc.edu). Your report will help us to provide outreach, support, and early intervention.