

COURSE SYLLABUS
ASU 101 - The ASU Experience

Course Information:

Name: Shreya Vaishnav

Office Hours: Tuesday & Thursday 12:30-1:15 p.m.

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Office Location: TBA

Course Information:

Sections: 13019 & 24097

Dates: 1/12/2015-3/3/2015

Meeting Time: Tuesdays, 1:30-3:10 p.m.

Room: Poly - SANTN222

Course Mission and Objectives

Throughout this course, students will:

1. Develop behaviors that promote **academic success** in college
2. Investigate student opportunities in **sustainability** and **entrepreneurship**
3. Define the basics of academic integrity, ethics and the ASU Student Code of Conduct
4. Discover and connect to opportunities and programs at ASU
5. Plan and practice time management skills
6. Learn about diversity and participate in culture sharing
7. Review financial aid and apply basics of budget planning for college
8. Increase awareness of health, wellness, sexual violence, and crisis prevention
9. Participate in a service project in the community
10. Create specific goals for college success

Required Text and Materials:

1. An ASU e-mail account
2. My ASU Blackboard account for this class

Course Structure: The course employs in-class activities, collaborative experiences, and learning outside of class. To enable the students and the instructor to have frequent and meaningful interaction with each other and with the group, class size is limited to 19 students per section. ASU 101 is a 1-credit course that can count toward graduation in the form of an elective. ASU 101 is not an “easy A” course, nor is it remedial. You will receive a letter grade for ASU 101, **no + or -**.

Student Responsibilities:

1. **Attend class.** Notify the instructor before class meets if you will be arriving late, leaving early, or missing a class, which may result in a deduction in your final grade. Make certain to obtain any missed information and assignments from Blackboard and another student.
2. **Participate throughout every class meeting.** This is not a typical “lecture” class. Discussion is not only encouraged, but necessary to facilitate a fulfilling classroom experience.
3. **Turn in all out of class assignments at the beginning of class.** Assignments must be submitted *at the beginning of class* or will be considered late. Late assignments will be accepted no later than one class period after the initial class period in which they were due and will receive half credit.
4. Complete all in-class exercises in full and to the best of your ability. In-class activities (which translate into participation points) will be graded on both effort and product.
5. **Check Blackboard before each class period.** You will be responsible for checking Blackboard the night before each class for announcements regarding any updates. Additionally, as a student, it is your responsibility to track your grade on Blackboard and contact the instructor by the second class period after an assignment grade has been posted, if there is an inconsistency.
6. **Turn off all electronic devices.** This includes, but is not limited to, cell phones, laptop computers, and iPods. If it plugs in or needs a battery, turn it off. If you are using any such device during class, you will be asked to leave for the remainder of the class, and will be marked absent for the day.

Workload Expectations in Courses: At least 15 contact hours of recitation, lecture, discussion, testing or evaluation, seminar, or colloquium, as well as a minimum of 30 hours of student homework is required for each unit of credit (<http://azregents.asu.edu/rrc/Policy%20Manual/2-224-Academic%20Credit.pdf>). Therefore, in a 1-credit course, students should expect to invest 15 hours in class meetings (or the online equivalent), as well as 30 hours doing homework and assignments—a

total of 45 hours in any given session (A, B, or C). In this course and in other courses in your degree program, your faculty is committed to this standard because it promotes the breadth and depth of learning required in a first-rate university education. As you register for courses, keep this 45-hour per credit standard in mind.

Electronic Mail: Instructors and ASU staff will use email regularly to correspond with students. Make sure to check your ASU email account(s) frequently. Any announcements regarding this class will be posted in the 'ANNOUNCEMENTS' in the Blackboard.

Class Calendar: (All assignment descriptions are available on Blackboard)

DATE	Curriculum	Assignments DUE on this date
January 01/12	Course Introduction & Community Expectations; The New American University	Bring computer to first class Blackboard Quiz in class (5) Begin Portfolio
January 01/19	Time Management Sustainability, Entrepreneurship & Innovation	Motivation for College (10) College Exploration Presentations – (5) Time Management Calendar & Grid – Due in Class (5) Culture Sharing begins (5)
January 01/26	Academic Integrity, Code of Conduct, Ethics, Student Clubs and Organization, & Community Service	Resource Hunt (5) Discussion Post – Service Project (5)
February 02/02	Academic Success Colleges Resources Growth Mindset	Campus Success Visits (10) Growth Mindset Assignment – Due in Class (5)
February 02/09	College Finances Visualize Your Future	Service Project Reflection (10)
February 02/16	Health and Wellness Stress Management Sexual Health and Decisions	Personal Wellness Profile (5) Time Management Reflection (5)
February 02/23	College Success Presentations	College Success & Portfolio Presentation (15)
March 03/01	College Success Presentations	College Success & Portfolio Presentation (15)

Written Work:

All written work, unless otherwise specified, must be submitted through Safe Assignment on Blackboard. The document must be: 12 point font, double-spaced, word count posted. The number of words in the assignment must be listed under your name. Assignments must be submitted through Safe Assignment before the beginning of class on the date it is due to be considered on time. An emailed copy of the assignment will not be accepted, unless this form of submission is explicitly requested in the assignment description on Blackboard.

If Safe Assign does not accept the format of your submission, it is your responsibility to convert your assignment to an acceptable format and submit it. Safe Assignment only allows one submission. If you submitted the wrong file for any reason, please email the instructor ASAP (with a copy of the correct assignment for on-time credit). If you encounter any Blackboard issues, check the ASU Blackboard Help for Students web page or the link below, and contact technical assistance as needed. Failure to submit your assignment on time due to Blackboard issues is not an acceptable excuse.

<http://asu.force.com/kb/articles/Informational/Blackboard-Help-for-Students/>

http://help.asu.edu/sims/selfhelp/SelfhelpKbView.seam?parature_id=8373-8193-6103&cid=61125

Academic Integrity: The College of Letters and Sciences strongly believes in academic integrity; thus, instructors in the College do not tolerate cheating and plagiarism. Instructors who find compelling evidence of academic dishonesty will actively pursue one or more of the following actions: assigning a grade of XE (“failure through academic dishonesty”) to the student, advocating the suspension or expulsion of the student, and/or referring the student to Student Rights and Responsibilities. If a student who is charged with academic dishonesty is found to be in violation, then one or more of these disciplinary actions will be taken. For further information, please read the Student Academic Integrity policy and the code of conduct at:

<http://provost.asu.edu/academicintegrity>.

The assignments that you submit on Safe Assignment will be checked for plagiarism. Own your work! You may not submit any work **you** have completed for any other class either. This is considered self-plagiarism. Visit the websites <http://www.plagiarism.org> and https://graduate.asu.edu/academic-integrity#tabs-0-content_main-3 to understand the various types of plagiarism (some of which are not obvious) and how you can avoid it.

Attendance: Studies show a direct relationship between classroom attendance and learning outcomes. Because much of the learning in ASU 101 takes place via classroom activities and group interaction, attendance is taken daily and is an integral part of the ASU 101 grade. Because our class has few in-person meetings, a strict attendance policy is enforced. Attendance equates to showing up on time, listening, turning in assignments and participating in class discussions appropriately. Students who miss the taking of attendance at the beginning of class will be marked late.

Arriving late to class twice = one absence. First and second absences result in loss of 10 points each; three absences result in failure for the class (missing over 40% of class time). See ACD 304–04 for “Accommodation for Religious Practices” regarding absences and ACD 304–02, for “Missed Classes Due to University-Sanctioned Activities.”

Class Participation: You earn points for class participation. Engaging in thoughtful discussion, listening intently while others speak, and participating in class activities counts toward participation. Leaving early from class or conversation during class that is not on-topic will result in deductions from your participation points. Participation points are also gained by attending one mandatory individual meeting with your instructor.

Additionally, everyone in class deserves respect and consideration. Diverse opinions, values and beliefs will be respected. Please refrain from using profanity and language that may be offensive to, or that denigrates, another person or group. A student who disrupts a class may be asked to leave and can be dropped from the class. Any violation of class, School, College or University rules constitutes disruption of the academic process.

It is my hope that you will give this class and all of its activities a personal sense of purpose and discover different ways you can make various strategies work for you. Your grade, but most importantly, how much you take away from this class, is fully dependent upon the level and quality of your participation.

Points of Assignments and Participation	Total	Earned
Assignments		
#1 Motivation for College	10	
#2 Blackboard Quiz	5	
#3 Time Management Grid and Calendar	5	
#4 Culture Sharing	5	
#5 Discussion Board – Service Project Contact Information	5	
#6 Resource Hunt	5	
#7 Meet with Professor	5	
#8 Growth Mindset Assignment	5	
#9 Academic Success Visit	5	
#10 Library Resource Visit	5	
#11 Personal Wellness Profile	5	
#12 Service Project	10	
#13 Time Management Reflection Essay	5	
#14 College Success Presentation & Portfolio	15	
Participation (includes meeting with Instructor)	10	
Total Points Possible	100	

This course is graded using a regular letter scale from A through E, and the grading scale is as follows:

A	90-100 points	C	70-less than 80 points	E	less than 60 points
B	80-less than 90 points	D	60-less than 70 points		

Disability Accommodations for Students: Students who feel they may need a disability accommodation(s) in class must provide documentation from the Disability Resource Center to the class instructor verifying the need for an accommodation and the type of accommodation that is appropriate. Students who desire accommodations for a disability should contact DRC as early as possible (i.e., before the beginning of the semester) to assure appropriate accommodations can be provided. It is the student's responsibility to make the first contact with the DRC. You can contact Disability Resources Center (DRC) at 480-965-1234 or drc@asu.edu. You can find more information at <https://eoss.asu.edu/drc>. Students can also access resources and services from ASU Campus Health, <https://eoss.asu.edu/health/services/immunization>

Code of Conduct: Students are required to adhere to the behavior standards by the Arizona Board of Regents <https://students.asu.edu/files/StudentCodeofConduct.pdf>. Violent or threatening conduct is not tolerated; see "Handling Disruptive, Threatening, or Violent Individuals on Campus." <http://www.asu.edu/aad/manuals/ssm/ssm104-02.html>. Data collected in this class may be used for research purposes.

Course Content Copyright: Course content, including lectures, are copyrighted material and students may not sell notes taken during the conduct of the course (see ACD 304–06, "Commercial Note Taking Services" for more information)

Course Revisions: The instructor reserves the right to amend this syllabus as needed, with notice to students in class. This course is offered by the College of Letters and Sciences. For more information about the college, visit our website: <https://cls.asu.edu/>. If you have questions or concerns, please send your inquiry to cls@asu.edu.

Title IX Statement

Title IX is a federal law that provides that no person be excluded on the basis of sex from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity. Both Title IX and university policy make clear that sexual violence and harassment based on sex is prohibited. An individual who believes they have been subjected to sexual violence or harassed on the basis of sex can seek support, including counseling and academic support, from the university. If you or someone you know has been harassed on the basis of sex or sexually assaulted, you can find information and resources at <http://sexualviolenceprevention.asu.edu/faqs/students>.