



The mission of Concord University is to provide quality, liberal arts based education, to foster scholarly and creative activities and to serve the regional community (<http://www.concord.edu/academics/>).

Course Prefix, Number and Title: UNIV 100 – University 100

Course CRN # and Section: 20514 – Section 01

Semester Taught (including year): Spring 2019

Credit Hours: 1

Prerequisites: None

Course Time (if applicable): Thursday 2:00-2:50

Building and Room Number (if applicable): Admin 304

Professor: Dr. Sheila Womack

Office Location: Rahall 243A

Office Hours: M-F 8AM-4PM

Email: swomack@concord.edu

Phone: 304.384.6298

Office Fax: N/A

College/Department Website:
concord.edu/academicsuccess

Course Description/Rationale: UNIV 100 is designed to assist you with a successful transition to your undergraduate studies and Concord University.

Course Management System (Blackboard/Moodle or other systems): Blackboard

Hardware/Software Needed (include privacy policies, if applicable): N/A

Text requirements: *Very Good Lives: The Fringe Benefits of Failure and the Importance of Imagination* by J.K. Rowling

Concord University Educational Goal(s)

- Effective inter-communication skills and literacy adapted as needed for the demands of various kinds of discourse: listening & speaking, reading & writing, non-verbal communication, and media & technological literacy.
- Self-knowledge, including awareness of one's own competencies, deficiencies, and optimal individual learning-style(s).
- Commitment to social responsibility, including community service and civic engagement.

Specific Learning Outcomes

Foster academic success

- Build and demonstrate basic research skills
- Identify and apply effective study skills
- Develop ability to critically analyze, synthesize, and evaluate information
- Use communication effectively (written and oral) to articulate ideas

Help students discover and demonstrate an effective understanding of campus resources, technology, policies, procedures, traditions, and mission.

- Identify appropriate campus resources and their purposes.
- Understand how to use campus technology (e.g. MyCU, Blackboard, etc.)
- Recognize what it means to be a Concord University student given the mission, traditions, and culture of the University.

Provide students with opportunities to engage in activities that foster positive, professional, and academically focused relationships with their peers, faculty, and staff at Concord University.

- Develop and apply the skills that foster positive relationships with peers, faculty, and staff.
- Understand the importance of service for improving our own lives and that of others.
- Understand how personal well-being, responsibility, and decision-making are essential to building positive relationships and achieving personal goals (including but not limited to financial literacy, knowledge of substance abuse, sexual misconduct under Title IX, suicide prevention, and available resources).

Course Requirements

1. Attend all classes and sessions in a timely manner.
2. Engage in informed, appropriate, and respectful discussion.
3. Complete all in-class and out-of-class assignments including the student presentation.
4. Participate in a service activity.
5. Attend three Concord University events (academic, athletic, or cultural)
6. Watch three of the UNIV 100 workshops videos in Blackboard
7. Investigate campus groups
8. Provide informed, constructive, and appropriate feedback to the instructor.

Grading Policy and Scale, Make-up Policy, Late Work

Attendance (class and three CU events: academic, athletic, and cultural)	70 points class attendance + 30 points CU events = 100 points
Required Blackboard modules (Sexual Violence & Bystander Intervention, Alcohol & Substances 101, Bystander Intervention, and Suicide Prevention from the Spring 2019 Student Affairs Incoming Student Course in Bb)	50 points

Grading Scale 450-405 = A 404-360 = B 359-315= C 314 or below = D/F

Informed Participation/ Assignments/Workshops	100 points participation /assignments/workshops
Reading Assignment	50 points
Service Activity	50 points
Student Presentation	100 points
Total	450 points

Course Timeline (Schedule of Assignments/Assessments/Presentations)

Week 1 (January 17) – Welcome; CU Resources

Week 2 (January 24) – *Very Good Lives*; Strategies for College Success

Week 3 (January 31) – Strategies for College Success; Learning Strategies

***Very Good Lives* reading reflection due 2-1 by 11:59 PM**

Week 4 (February 7) – Learning Strategies

Hindsight is 20/20 Discussion Board due by 2-8 at 11:59 PM

Blackboard Modules Post-test must be completed by 2-8 at 11:59 PM

Week 5 (February 14) – Library Tour (meet in the President’s Room)

Growth Mindset Workshop video quiz due 2-15 by 11:59 PM

Week 6 (February 21) – Information Literacy; Communication Skills

Week 7 (February 28) – Critical Thinking

Week 8 (March 7) – Human Behavior

Course Selection Workshop video quiz due 3-8 by 11:59 PM

Week 9 (March 14) – Career Focused Liberal Arts

Week 10 (March 28) – Diversity/Civility

Week 11 (April 4) – Financial Considerations

Week 12 (April 11) – Legal & Ethical Issues; Alcohol & Substance Abuse, Title IX, Suicide Prevention

Plagiarism Workshop video quiz due 4-12 by 11:59 PM

Week 13 (April 18) – Alcohol & Substance Abuse, Title IX, Suicide Prevention

Week 14 (April 25) – **Final Presentations**

Additional, smaller assignments will be given throughout the semester.

**** Course Timeline is subject to change****

Accessibility/Accommodations:

Concord University is committed to responding to the needs of students with disabilities as defined by the Americans with Disabilities Act. Please inform your instructor at the beginning of the class semester if you have a disability and are requesting accommodations. It is your responsibility to self-disclose that you are requesting accommodations. The University and instructor will provide you with a reasonable accommodation. You should register with CU's Disability Services Office, located in the Athens campus Jerry and Jean Beasley Student Center, Bottom Floor, across from the Campus Post Office. The Disability Services Office phone is 304-384-6086 or you can email the Director, Nancy Ellison, at nellison@concord.edu for assistance.

Academic Dishonesty

Academic dishonesty is morally unacceptable as well as destructive to the learning and teaching atmosphere. Academic dishonesty includes the giving or receiving of improper help on examinations or assignments, falsifying documents, and plagiarism (the act of stealing and using, as one's own, the ideas or the expression of the ideas of another). Such dishonesty can lead to a variety of penalties — including but not limited to failure of assignment, failure of course, loss of institutional privileges, or dismissal from the University. (See University Catalog Academic Policies and Procedures.)

Concord University Honor Code

A Concord University Honor Code was approved by students, staff, faculty, administration, and the CU Board of Governors. The Code states:

"As a member of the Concord University Community I will act with honesty and integrity in accordance with our fundamental principles and I will respect myself and others while challenging them to do the same."

The Honor Code is intended to unite the Concord community behind a culture of honesty, integrity, and civility.

Class/Online Attendance Policy

Regular class attendance is part of a student's academic obligation at Concord. Irregular attendance may affect academic performance adversely and is detrimental to the atmosphere of a class. (See University Catalog Academic Policies and Procedures.)

Emergency Alert System

In an effort to increase safety and security on our campus, Concord University encourages everyone to register for instant text message alerts. Alerts will only be used for security and safety notices. All students, faculty, and staff are eligible to receive text message alerts on their cell phones or email alerts. Please contact the IT Help Desk for further assistance (304-384-5291).

Emergency Information

Emergency/courtesy telephones are located at the main entrance of each residence hall and at various other locations on campus. Emergency telephones can be identified by the flashing blue light and will provide the user with a direct link to Public Safety at the press of a button. To report an on-campus emergency, call 304-384-5357 or 911. The Office of Public Safety is located on the bottom floor of the

Rahall Technology Center. For further emergency information go to:
<http://www.concord.edu/administration/office-public-safety>.

Inclement Weather Policy

As a general policy, the University will remain in normal operations during adverse weather conditions. In the event of severe weather conditions, the following may occur:

University Closure

No students or employees are to report.

Classes Cancelled

Students do NOT report BUT employees are expected to report to work at their normal time.

Operating on an Inclement Weather Delay

Under this schedule, all 8 a.m. classes will start at 10 a.m. Students and faculty will follow the Inclement Weather Schedule. (See <http://www.concord.edu/emergency-alerts> for Athens/Beckley Inclement Weather Schedules.)

**Announcements invoking the late schedule or other options referenced above are aired on area radio and television stations and are sent as text and email messages to those enrolled for this service.*

Student Conduct

In classrooms, online, laboratories, and during any activities that are part of course requirements, students are expected to observe reasonable rules of conduct.

Sexual Harassment & Assault

Federal law, Title IX, and Concord University policy prohibits discrimination, harassment, and violence based on sex and gender (Including sexual harassment, sexual assault, domestic/dating violence, stalking, sexual exploitation, and retaliation). If you or someone you know has been harassed or assaulted, you can receive confidential counseling support through the Concord University Counseling Center (304-384-5290). Alleged Violations can be reported non-confidentially to the Concord University Title IX Coordinator at 304-384-6327 or titleix@concord.edu. Reports to Campus Security can be made at (304-384-5357). As an employee at Concord University, I am a mandatory reporter which means I must report any sexual misconduct I am made aware of. This includes verbal or written (such as in an assignment) disclosures of sexual harassment or sexual assault.

Technology Services

Contact the CU Help Desk at extension 5291 from campus or 304-384-5291 off campus. You may also e-mail cuhelpdesk@concord.edu.

Syllabus Disclaimer

"This syllabus is subject to change based on the needs of the class. Please check it regularly."