Faculty Information
Name of Faculty: Prof. Laura Smithies
Campus Address: MSB Rm 204
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Office Hours: BY APPOINTMENT
Mon. 10:30 AM - 12:00 PM
Wed. 10:00 AM – 10:50 AM
Fri. 10:30 AM -12:00 PM

Student Success Leader: Regan Conner rconner6@kent.edu.

Course Description
The purpose of the First Year Experience Course is to help you to make a successful transition to Kent State University both academically and personally. This course aims to foster a sense of belonging, promote engagement in the curricular and co-curricular life of the university, articulate expectations of the University and its faculty, help you develop and apply critical thinking skills, and help you continue to clarify their purpose, meaning, and direction.

Required Course Materials
Calendar/Academic Planner: We require each student to have some type of calendar or academic planner so you can more effectively manage your time and schedule.

Course Outcomes
Upon completion of this course, you will:
1. Engage in critical thinking, analytical reasoning, problem solving and written communication through participation in and exploration of your college.
2. Personally explore, experience, and reflect on your learning environments at KSU as well as on your aspirations, roles, and responsibilities in this new phase of their professional education.
3. Learn the critical attributes of your college through programs and assignments designed to integrate resources for professional development and preparation.
4. Identify and responsibly access resources and services in support of your success across the University through integrated assignments and pedagogy.

Students with Disabilities
University policy 3342-3-01.3 requires that students with disabilities be provided reasonable accommodations to ensure their equal access to course content. If you have a documented disability and require accommodations, please contact the instructor at the beginning of the semester to make arrangements for necessary classroom adjustments. Please note, you must first verify your eligibility for these through Student Accessibility Services (contact 330-672-3391 or visit www.kent.edu/sas for more information on registration procedures).

Academic Integrity and Responsibility
This class is designed to help you better understand how to be successful at Kent State University and the resources in place to assist you. Your thoughts, opinions and personal experiences are integral to the learning process, and you are expected to submit work that is yours alone. Any student who is believed to have engaged in any form of academic
dishonesty will be held accountable to the guidelines stated in the university’s policy on student cheating and plagiarism (3342-3-01.8 in the policy register). The Kent State University Honor Pledge calls for every student to “conduct themselves at all times in accordance with university rules that prohibit cheating, plagiarism, or any other form of academic dishonesty”. More information for students regarding the policies and procedures regarding acts of academic dishonesty can be found here: http://www.kent.edu/plagiarism/information-students

Attendance Policy

Class attendance is one of the best predictors of student success; therefore it is encouraged and expected in this course. This course has been designed to be experiential in nature and classes are conducted on the premise that regular attendance is expected. Students are permitted to miss two class sessions with no penalty (no questions asked). Each unexcused absence after your first two, will lower the final grade by one half letter grade (5 percent).

Absences: While sessions are conducted on the premise that regular attendance is expected, the course instructor recognizes certain activities and events as reasons for absence from sessions. Legitimate reasons for an "excused" absence include illness and injury or disability-related concerns, military service, death in the immediate family, religious observance and participation in an approved concert or athletic event, and direct participation in university disciplinary hearings.

Illness or Injury: In the event of an absence due to illness or injury, verification from the medical professional treating the illness or injury preventing the student from attendance during class time should be presented to the instructor when the student returns to class. Once the student returns, they will have 1 week to submit proper documentation. Dates in which the student was diagnosed and may return to class should be present on the verification. University Health Services (UHS) does not provide excuses for students who miss a class, exam, presentation or other academic responsibility due to illness or injury. UHS Walk-Out Statements are not accepted as verification. Medical professional statements that do not clarify dates in which the student was unable to be in class will not be accepted.

School Sponsored Event: Students who anticipate absences due to a school sponsored event should present a "Class Absence Authorization Form" identifying absences and identifying the event sponsor’s name and contact information to instructor two (2) weeks prior to the missed session. A direct e-mail from the faculty/staff advisor for the organization to the instructor will be accepted. An event notification with less than two (2) week notice may result in an unexcused absence.

Other: Other legitimate reasons for session absence include death in the immediate family, military service, direct participation in university disciplinary hearings, and religious observances. Students should provide legitimate verification of participation in/attendance at the aforementioned events. Appointments (medical or academic) should not be scheduled during class times.

Student Responsibility: It is the student’s responsibility to promptly notify trainer about absences prior to the missed course session. Notification should be provided via e-mail. It is the student’s responsibility to discuss with trainers how to fulfill their academic responsibilities while coping with absences.

Registration

The official registration deadline to drop or add classes is August 28, 2019. University policy requires all students to be registered in each class they are attending. Students who are not officially registered for a course by published University deadlines should not be attending classes and will not receive credit or a grade for the course. Each student must confirm enrollment by checking his/her official class schedule (using Student Courses and Registration in FlashLine) prior to the deadline indicated. Registration errors must be corrected prior to the deadline. You can drop a class without receiving a grade of W until September 4, 2019; you can drop with a grade of W until October 30, 2019.
**Additional Expectations**

- Be on time for all class sessions. Faculty instructors have the right to refuse admittance to students who are late and count this occurrence as a class absence.
- Actively participate in all class sessions.
- Read all assigned materials and complete all homework BEFORE class.
- Submit your own work on all assignments unless otherwise stipulated. The highest level of academic integrity is expected: cheating and plagiarism violates University policy.
- If you must miss a class, it is your responsibility to obtain any handouts or materials distributed, complete readings and exercises.
- All electronic devices must be turned off or on vibrate (if applicable) during class sessions. Disruptive behavior will not be tolerated.

**Grading Policy**

This course will be graded on a standard grading scale.

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<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>95%-100%</td>
</tr>
<tr>
<td>A-</td>
<td>90%-94.9%</td>
</tr>
<tr>
<td>B+</td>
<td>86%-89.9%</td>
</tr>
<tr>
<td>B</td>
<td>83%-85.9%</td>
</tr>
<tr>
<td>B-</td>
<td>80%-82.9%</td>
</tr>
<tr>
<td>C+</td>
<td>76%-79.9%</td>
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<tr>
<td>C</td>
<td>73%-75.9%</td>
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<tr>
<td>C-</td>
<td>70%-72.9%</td>
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<tr>
<td>D+</td>
<td>65%-69.9%</td>
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<tr>
<td>D</td>
<td>60%-64.9%</td>
</tr>
<tr>
<td>F</td>
<td>&lt; 59.9%</td>
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Students are awarded a letter grade for one (1) hour of coursework for this class. The letter grade is determined by the percentage of total points earned through in-class and out-of-class assignments as described in the assignment section of this syllabus.

The mark SF (Stopped Attending–Fail) denotes that the student stopped attending the course and did not formally withdraw. The SF mark counts as an F grade in computing grade point averages. Students missing more than two (2) classes in a row without electronic communication to the faculty will earn an SF for the course.

The mark NF (Never Attended–Fail) denotes that the student neither attended any class session nor formally withdrew from the course. The NF counts as an F grade in computing grade point averages.

**Description of Assignments**

Most assignments will be submitted on Blackboard and due by 11:59 p.m. on the day they are due as indicated in class. Students are encouraged to submit assignments early. Assignments are due in class on the noted due date and must be typed. E-mailed assignments will not be accepted, unless prior arrangements have been made. All written assignments should be double spaced, one inch margins, 12 point Times New Roman font. No late assignments will be accepted for full credit unless accompanied by a doctor’s excuse (or equivalent documentation) and approved by the instructor. Late submission of assignments will result in the lowering of your assignment grade by 1 point per day and may not exceed 6 days.

A more detailed description of our course requirements appears on the next several pages. You are responsible for all announcements made in class. Please check blackboard and our class webpage www.math.kent.edu/~smithies, frequently.
Improving Student Achievement Modules Assignment: _40____ Points
Dr. John Dunlosky, Professor of Psychology and Director of the Science of Learning and Education (SOLE) Center, has extensively researched the area of student learning and what is effective in increasing academic performance and success. As a result of his research, he developed four online modules to improve the achievement of first-semester college students. Each online module is twenty to forty minutes in length and includes in-class activities. The topics are:

1) Mind Set – Convince students that learning is not fixed and anyone who persists and studies effectively can excel in any course.

2) Goal Setting – People who set tangible goals and use them daily are far more effective than those who do not.

3) Time Management and Spaced Practice – Time management is critical to student success. Students need to consider short-term goals when creating schedules on a daily basis. Time management is essential for using spaced practice, which is one of the best strategies for long-term retention and understanding of course material.

4) Effective Learning Strategies – Focus on the use of spaced practice and methods such as “flash cards” in self-testing exercises.

May 4th Reflection Activity/Discussion: _10_____ Points
(PLEASE NOTE: this is in addition to the Common Reading Assignment)

Individual Meeting with your Student Success Leader: _10_____ Points
Peers are a helpful resource during the college transition process. Your student Success Leader is excited to get to know you and assist you in finding your home away from home at Kent State. During the first 4 weeks of the semester, set up and attend a 20 minute individual meeting time with your Student Success Leader.

Confessions of a Golden Flash Assignment: __10__ Points
Confessions of a Golden Flash is an experience that will provide an opportunity for first-year students to hear from upper-class students (virtually) regarding their college experience. The purpose of the panel is to introduce new first-year students to upper-class students who have returned to Kent State each semester and have made a commitment to earn a bachelor’s degree.
Academic Advising Appointment Assignment: __10____ Points
We, as a University and as the College of Arts & Sciences, want all students to take advantage of the academic advising services offered. Therefore, to meet a university requirement and receive academic guidance, you will meet with an academic advisor before Week 12 to discuss Fall/Spring courses. You will sign up for the advising appointment via Flashline.

Student Success Presentations: 10 Points
Students may attend one university sponsored event or training that will expand their knowledge about themselves or push them outside of their comfort zones. There will also be several in class presentations.

A.L.I.C.E. Training Assignment: ___10___ Points
As another form of safety preparedness, the Department of Public Safety, in partnership with the Division of KSU Human Resources, has introduced the ALICE program to give participants insight and response options when encountering an active shooter. ALICE is a crisis training program that stands for Alert, Lockdown, Information, Counter and Evacuation. Participants are asked to think about what they would do as the first responder in a crisis situation, and they are provided with a setting to proactively think about their options. Having this type of information can help save not only your life, but also the lives of others. The ALICE program was created by two Texas law enforcement officers soon after the Columbine High School shootings occurred in Colorado. The training has since been adopted by many educational law enforcement institutions in Ohio and throughout the United States.

Students must register in advance for ALICE training by going to http://www.kent.edu/success/alice-workshops. Click on Sign Up for a Student Success Series Presentation on the right. Proof of attendance will be provided at all trainings.

Proof of Attendance: Presenters will either have an online check in system or provide you with an ALICE training proof of attendance slip.

Online Check In: Students will log in using their KSU ID and check in through the event's registration. After the student has checked in, they can log into https://ssp.kent.edu/Attendance/ at any point and send email proof to an instructor. Your instructor will receive an attendance notification email from coursesuccess@kent.edu **A student’s attended events will remain on their record for later reference.**

Physical Attendance Slip: For those who are unable to check in online, a physical proof of attendance slip will be given.

It is the student's responsibility to provide their proof of attendance to a faculty member requiring attendance at an ALICE Training. Please note that attendance records are not recorded and will not be redistributed if lost. You are required to turn in your attendance confirmation in class by Week __13__.

Note: Each of the above assignments is required. The point total for the assignments is 100. Therefore your assignment point total is your percentage in the class. The grade corresponding your percentage is detailed on page 3.