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**Instructor**

Carl Igo, PhD  
Office: RAS 110  
Office Hours: MW 11:00-12:00, T-R 1:00-3:00 or by appointment

Email: [carl.igo@sulross.edu](mailto:carl.igo@sulross.edu)  
Phone: 432-837-8260

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**Course Time and Location:** W 1:00-1:50 PM, RAS 130

Credits: 1.0

**Required Materials:** Blackboard Ultra access (via personal computer or SRSU computer labs);  
SRSU email address (firstname.lastname@sulross.edu)

**Supplemental Materials:** (Provided through SR Blackboard)

**Course Mission:** The mission of First-Year Seminar is to provide first-year students an opportunity (1) to experience and develop knowledge, behaviors and attitudes that promote successful college study and positive campus participation, and (2) to appreciate multiple perspectives that reflect intellectual and cultural diversity within and beyond college.

**Course Description:** First-Year Seminar is designed to help students develop strategies and skills necessary for a successful college career. Topics include adjusting to college, setting academic goals, managing time and keeping organized, learning and studying in college, preparing for and taking tests, understanding college policies and regulations, and accessing and using SRSU computer technology. Students will learn about SRSU's resources, activities, and rich cultural diversity. Throughout the course, students will use critical thinking skills to make informed choices, to understand their responsibilities for academic success, and to become independent, motivated learners.

**Course Goals:** All first-year seminars operate on the same goals for every student enrolled:

1. Expand and deepen his/her understanding of the world and of self;
2. Enhance his/her ability to read and think critically;
3. Enhance his/her ability to communicate effectively in writing, speech, and other appropriate forms;
4. Develop the fundamentals of information literacy and library research;
5. Work closely with a faculty mentor.

**Student Learning Outcomes:** Upon successful completion of this course students will:

1. Describe behaviors that support personal responsibility for learning, characteristics of an effective learner, techniques that promote student success and problem solving of academic issues, and be able to discuss respect, civility, and academic integrity at SRSU.
2. Identify and/or utilize college resources, activities, and events and demonstrate use of SRSU technology: student e-mail, SRSU website, Blackboard, and Lobo Online.
3. Implement personal time management strategies based on short and long-term goals.
4. Describe institution, department, and course requirements to earn a college degree and be able to identify SRSU policies in relation to them.
5. Exhibit financial literacy in relation to college and beyond.
6. Enhance critical thinking skills to include logic, innovation, inquiry, analysis, evaluation and synthesis of information;
7. Enhance oral, visual and written communication skills
8. Discuss the importance of SRSU in the larger community.

**Course Syllabus:** Due to the organizational nature of the instructor, beyond this point, this syllabus is laid out in alphabetical order by topic. If, after reviewing the information presented here, you have questions about course access, assignments, policy etc. please do not hesitate to contact the instructor.

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**Academic Expectations:** According to SRSU Undergraduate Academic Regulations, students must:

- A. be regular and punctual in attending classes;
- B. be well prepared for classes;
- C. submit required assignments in a timely manner;
- D. take exams when scheduled;
- E. act in a respectful manner toward other students and the instructor and in a way that does not detract from the learning experience; and
- F. make and keep appointments when necessary to meet with the instructor.

In addition to the above items, students are expected to meet the additional course and behavioral standards as defined in this syllabus.

**Academic Integrity:** Students in this class are expected to demonstrate scholarly behavior and academic honesty in the use of intellectual property. You are expected to be punctual, prepared, and focused; meaningful and pertinent participation is appreciated. Examples of academic dishonesty include but are not limited to: Turning in work as original that was used in whole or part for another course and/or professor; turning in another person's work as one's own; copying from professional works or internet sites without citation; collaborating on a course assignment, examination, or quiz when collaboration is forbidden. On all work submitted for credit by students at the university, the following pledge is either required or implied: *"On my honor, I have neither given nor received unauthorized aid in doing this assignment."*

**Academic Writing:** Unless specifically noted otherwise, all written work submitted must be in Microsoft WORD™, double-spaced, 12-point Times New Roman font, pages numbered, and have 1" margins on all sides. All work submitted should follow APA 7<sup>th</sup> edition guidelines for formatting and bibliographical citations. Peer review of written work is an excellent practice and highly encouraged prior to submission of written assignments.

This class will strive to create an environment that fosters learning, critical thinking, and effective communication. To achieve these goals, I have decided to prohibit the use of ChatGPT or similar tools during this course. While ChatGPT and other language models can be powerful and useful tools in certain contexts, I believe that relying on them for this course undermines the learning objectives. I want you to develop your skills in independent thinking, problem-solving, and engagement with the subject matter. By restricting the use of AI language models, you will utilize your knowledge, creativity, and critical analysis to complete your assignments and actively participate in class discussions. I understand that technology plays an increasingly prominent role in various aspects of our lives, and I acknowledge its potential benefits. However, in the context of this course, I believe that relying on personal effort and intellectual exploration will enhance your learning experience and contribute to your long-term development as a knowledgeable and well-rounded individual. It is important to note that this requirement applies to all aspects of the course, including assignments and any form of communication related to the course content. Any use of AI language models, including ChatGPT, during these activities will be considered a student conduct code violation. Should you have any questions or concerns regarding this course expectation, please feel free to discuss them with me. I am here to support and guide you throughout this educational journey.

**Accommodations for Students:** Sul Ross State University (SRSU) is committed to equal access in compliance with the Americans with Disabilities Act of 1973. It is SRSU policy to provide reasonable accommodations to students with documented disabilities. It is the student's responsibility to initiate a request each semester for each class. Students seeking accessibility/accommodations services must contact Mary Schwartze Grisham, LPC, SRSU's Accessibility Services Director or Ronnie Harris, LPC, Counselor, at 432-837-8203 or email [mschwartz@sulross.edu](mailto:mschwartz@sulross.edu) or [ronnie.harris@sulross.edu](mailto:ronnie.harris@sulross.edu). Office is located on the first floor of Ferguson Hall, room 112, mailing address is P.O. Box C122, Sul Ross State University, Alpine, Texas, 79832.

**Add /Drop Policy:** This course will follow the University drop/add policy and timeline.

**Assignment Policy:** It is expected that assignments will be submitted on or before the specified due date. *Assignments may be submitted after the due date and will be assessed a percentage penalty; submitted within 7 days = 15%; submitted 8-14 days = 30%; submitted 15 days & beyond = 50%.* Incompletes will only be assigned under extreme circumstances.

**Assistive/Service Animal Protocol:** At Sul Ross State University policy, assistive animal and service animals are under differing rules. Assistance animals are not permitted in classroom/labs; service animals, as defined under the ADA, are permitted anywhere on campus. For additional clarification reference the [SRSU Assistance Animal/Service Animal policy](#).

**Attendance:** Class participants will be treated as mature individuals who have developed a sense of responsibility for their education. As such, you will be held accountable for all material covered in class, despite valid reasons for absence. Attendance will be recorded at each class session. In the case of emergency, students should contact the instructor as soon as possible after the emergency situation has been resolved. Documentation of a “university excused absence” will allow the student to make up missed work, but WILL NOT count towards earned attendance points.

**Health-Related Absences:** Please evaluate your own health status regularly and refrain from attending class and other on-campus events if you are ill. Students who miss class due to illness will be given opportunities to access course materials online. In the event of contagious illness, please do not come to class or to campus to turn in work. Instead notify the instructor by email about your absence as soon as practical, so that accommodations can be made. Please note that documentation (a Doctor’s note) for medical excuses is **not** required.

**Classroom Climate and Respect:** It is my intent, as course instructor, that students from all backgrounds and perspectives be well-served by this course, that students' learning needs be addressed both in and beyond the course, and that the multiplicity students bring to this course be viewed as a resource, strength and benefit. It is my intent to present materials and activities that are respectful of all students. Your suggestions about how to improve the value of this course are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally or for other students or student groups.

At SRSU, we support learning environments where individual and cultural differences are appreciated, recognized, respected and understood. We shall hold each other accountable to demonstrate diligence in recognizing and respecting differing behaviors, perspectives and worldviews. In addition, in scheduling assignments, I have attempted to avoid conflicts with major religious/cultural holidays. If, however, I have inadvertently scheduled a major deadline that creates a conflict with your religious/cultural observances, please let me know as soon as possible so that we can make other arrangements.

**Collaboration:** Unless otherwise specified, students may not collaborate on graded material. Any exceptions to this policy will be stated explicitly for individual assignments. If you have any questions about the limits of collaboration, you are expected to ask for clarification.

**Copyright Notice for Course Materials:** U.S. copyright laws protect this syllabus, course presentations, all Blackboard™ materials and any other course materials provided throughout this term. Students enrolled in the course may use materials for their own research and educational purposes within the Educational Fair Use policy of the U.S. Copyright Office. However, reproducing, selling or otherwise distributing these materials in any manner or medium without written permission of the copyright owner is expressly prohibited.

Electronic video and/or audio recording is not permitted during class/lab unless the student obtains written permission from the instructor. If permission is granted, any distribution of the recording is prohibited.

**Course Communication:** Communication is a two-way interaction. Students are encouraged to stop by my office during posted office hours to ask questions, check-in or simply say hello. I also encourage you to call (phone number listed on p. 1) or email (also listed on p. 1). During the work week, I will check email multiple times through the day and will commit to responding to your communication within 48 hours. Weekend communication (noon Friday-8:00 AM Monday) will not be answered until Monday mornings after 8:00 AM. I request the same commitment from you.

### **Evaluation Components:**

**Alpha-Wolf Interview:** As a Lobo Pup, you have multiple opportunities to learn about our University, about opportunities, scholarships, support and careers from the pack leaders within our Lobo community. You are expected to contact (by email or phone) one of the pack leaders to schedule a time for an interview with that person. Ideas for questions will be discussed during class. Upon completion of the interview you are to prepare a summary (2-3 pages) detailing 1) the person you chose to interview and why you chose that person; 2) the insights you gained, and; 3) the take-aways that will help you in your college endeavors. The evaluation rubric is provided on Blackboard.

Potential interviewee sources include:

- Faculty member within your intended major/field of interest;
- Upper division student (junior or senior) within your major/field of interest;
- Graduate student within your major/field of interest;
- Upper division student (junior or senior) from a background or culture different than your own, ie international student, under-represented population, etc.
- Staff member from one of the units within SRSU that provides student support.

**Alpha-Wolf Report:** Each class participant will prepare a PowerPoint presentation consisting of 6 slides (title, intro, three main points, conclusion/summary) based on the interview you completed. You will make your presentation to your classmates on dates designated in the attached course schedule. Additional details such as time parameters will be discussed in class. Presentation date and order will be randomly drawn.

**Attendance:** Attendance will be recorded for each class session.

**Club Meeting Reflection Paper:** Each student is required to attend at least one SRSU student club/organization meeting. The documentation for this assignment will include a) a signature from one of the club's officers, along with date, time and location of meeting; b) a selfie of you with one of the club's officers while at the meeting; c) a reflection paper written in essay format (introduction, three support paragraphs and a conclusion/summary). Support paragraphs are to focus on 1) club/organization history, mission and goals; 2) overview of meeting agenda including reports and action items; and 3) your reflection of why this club might be a good fit and benefit with your college experience.

**Draft Spring 2025 Class Schedule:** Registration for spring 2025 classes will start in October. In helping you prepare for that spring semester, you are expected to meet with your respective academic advisor (Lobo Den) and develop a draft schedule for the spring semester. Upload to Blackboard a screenshot or PDF file along with a "selfie" of you and your academic advisor.

**IACUC/IRB Training:** The Animal Welfare Act of 1966 mandates that universities have in place a plan and training to foster compliance with regulations and guidelines for the care/use of animals in research and teaching. Similarly, there are protocols to ensure the rights and well-being of people recruited for research studies. SRSU provides free training. Depending on your major and interests, you will select either the basic IACUC or basic Human Subjects training and complete the online modules. Either generally take 45-60 minutes. To earn the points for this assignment, upload a screen shot, a JPEG file or a PDF file of your completion certificate to the Blackboard assignment submission folder for the course.

**Service Leadership Project:** Each class participant is expected to complete a service leadership project to benefit our shared community. The project will be completed in collaboration with other students in Freshman Seminar as well as SR faculty and staff. Each student must complete a project plan utilizing the template provided within Blackboard. Upon completion of the project each student will

prepare a Service Leadership Reflection. Evaluation criteria and rubric are provided on Blackboard.  
Personal Mission Statement & SMART Goals: Following the class discussion of goals and personal mission, each student will prepare a personal mission statement along with six SMART goals to help accomplish that mission. Specific goals will include three short-term (3-9 months); two intermediate-term (12-24 months) and one long-term (>24 months).  
Time Management Journal and Reflection: Each class participant will complete **two** week-long time management journals and then prepare **one** 2-3-page reflection paper highlighting the charms, challenges and changes related to the way you manage your time.

<u>Evaluation Points</u>		<u>Evaluation Scale:</u>
Attendance	100 pts	1000-900 points = A
Club Meeting Reflection	100 pts	899-800 points = B
Draft Class Schedule	150 pts	799-700 points = C
IACUC/Human Subjects Training	100 pts	699-600 points = D
Interview Report	100 pts	<600 points = F
Interview Presentation	100 pts	
Personal Mission Statement & SMART Goals	50 pts	
Service Leadership Plan	50 pts	
Service Leadership Reflection	100 pts	
<u>Time Management Journals &amp; Reflection</u>	<u>150 pts</u>	
TOTAL	1000 pts	

### Extra Credit:

Fall on the Mall (5 pts). Your course instructor will be at the Fall on the Mall event from (times TBD).

Find your instructor and either a) take a selfie with the instructor, or b) ask the instructor for a business card with his signature on the back and then submit that card during class the following week.

Time management (10 pts/wk., up to 30 points). Beyond the required time management journals, students may submit a **continuous** 3-week time management diary. Time sheets are due **weekly** in class along with a word-processed one-page essay explaining/evaluating what you learned about yourself and your use/misuse of time.

Other extra credit opportunities will be posted to the Blackboard calendar.

**Library Information:** The Bryan Wildenthal Memorial Library and Archives of the Big Bend in Alpine offers FREE resources and services to the entire SRSU community. Access and borrow books, articles, and more by visiting the library's website, [library.sulross.edu](http://library.sulross.edu). Off-campus access requires logging in with your LoboID and password. Librarians are a tremendous resource for your coursework and can be reached in person, by email ([srsulibrary@sulross.edu](mailto:srsulibrary@sulross.edu)), or phone (432-837-8123). SRSU TexShare Cardholders can access additional services and resources at various libraries across Texas. Learn more about the TexShare program by visiting [library.sulross.edu/texshare](http://library.sulross.edu/texshare)

**Pedagogy:** Through experiential activities, students will individually and collaboratively solve problems, make decisions, reflect on past and current practices, and engage in dialogue. For this pedagogy to be successful, student participation is critical. Each student enrolled must access course content through Blackboard AND review the assigned materials PRIOR to attending class.

**Plagiarism:** Paraphrasing or quoting another's work without citing the source is a form of academic misconduct. Even inadvertent or unintentional misuse or appropriation of another's work (such as relying heavily on source material that is not expressly acknowledged) is considered plagiarism. If you have any questions about using and citing sources, you are expected to ask for clarification.

### **SACSCOC Learning Outcomes (SACSCOC)**

1. Students will develop critical thinking skills to include creative thinking, innovation, inquiry, analysis, evaluation, and synthesis of information.;

- Students will develop communication skills to include effective development, interpretation, and expression of ideas through written, oral, and visual communication.

**Shared Expectations:**

**You can expect me to:**

- Provide learning opportunities that advance your knowledge and development in becoming a successful college student.
- Be available to provide assistance and answer your questions.
- Be fair in my grading and assessment of your work.
- Provide you with timely, constructive feedback on your work.
- Enjoy this class!

**I will expect you to:**

- Complete all assignments thoroughly, in a timely manner.
- Look at each assignment as an occasion for you to learn, and make the most of every learning opportunity.
- Be honest and submit your own original work.
- Participate in class discussions and activities; this helps you as well as all of your classmates.
- Enjoy this class!

**Student Demeanor:** Sul Ross State University expects all students to conduct themselves as honest, responsible and law-abiding members of the academic community and to respect the rights of other students, members of the faculty and staff and the public to use, enjoy and participate in the University programs and facilities. For additional information, reference the [SRSU Student Handbook](#).

Students are full partners in fostering a classroom environment conducive to learning. In order to assure that all students have the opportunity to gain from time spent in class; students are prohibited from engaging in any form of behavior that detracts from the learning experience of fellow students. Inappropriate behavior will result in a request for the offending student to leave class.

Opposing perspectives are welcomed and encouraged. Nevertheless, class participants are expected to treat one another with the respect and dignity to which all community members are entitled. Nothing less than such democratic behavior will be acceptable. I support an inclusive learning environment where diversity and differently-abled individuals/groups are appreciated, recognized and respected. All SRSU community members will demonstrate diligence in understanding how peoples' perspectives, behaviors, and worldviews enhance us all as individuals and as a community.

Hands-on participation is essential for successful completion of this course; therefore, each class member must come prepared, both physically and mentally, to take part in each class activity. Other specific classroom rules will be discussed as appropriate.

General Rules for Classroom:

1. No food will be allowed in the classroom.
2. You may bring a drink with an appropriate lid to class. This privilege WILL be suspended if abused.
3. Professionalism, including professional dress when presenting, is expected.
4. Cell phones, tablets, laptops and other devices used for class involvement are encouraged. Audio or video recording during class is prohibited. Use of headphones/earbuds is prohibited unless you have the accompanying documentation for such an accommodation.

**Student Records:** All records related to this course are confidential and will not be shared with anyone, without a signed, written release. If you wish to have information from your records shared with others, you must provide written request/authorization to the instructor. Before giving such authorization, you should understand the purpose of the release and to whom and for how long the information is authorized for release.



**Student Wellness:** SRSU strives to create a culture of support and recognizes that your mental health and wellness are equally as important as your physical health. We want you to know it is OK if you experience difficulty, and there are several resources on campus to help you succeed emotionally, personally, and academically. Please know that if you choose to confide in me, I am required by the university to report to the Title IX Coordinator, as SRSU and I want to ensure you are connected with all the support the university can offer. You are not required to respond to outreach from the university if you do not want to do so. You can also make a report yourself, including an anonymous report, through the [SRSU Title IX Report Form](#).

Our university has partnered with [TimelyCare](#), an online service to which all Sul Ross students have access to nine free virtual counseling appointments. The SRSU counseling and Accessibility Office (112 Ferguson Hall) continues to offer in-person mental and emotional health counseling for all students.

**ANSC 1101 Planned Course Schedule**

<b>Week/Date</b>	<b>Topics</b>	<b>Preparation/Assignments</b>
1 8/28	Introductions, Review Syllabus and Assignments	
2 9/4	All Things Technical: Microsoft Office 365, Blackboard, MySRSU and more	<b>Bring laptop/tablet, etc. to access technology</b>
3 9/11	Setting Goals > Staying Motivated	
4 9/18	Time Management	<b>IACUC/Human Subjects training due.</b>
5 9/25	Meet YOUR faculty (and a few other Alpha Lobos) <b>Pizza lunch provided</b>	<b>Mission Statement &amp; Goals Due</b>
6 10/2	Service Leadership	<b>Service Leadership Plan Due</b>
7 10/9	Student Engagement	<b>Time Management Journals &amp; Reflection due</b>
8 10/16	Writing in Collegiate Settings (Midterm Week)	
9 10/23	Planning Your Collegiate Journey (advising, registration, degree planning)	<b>Club Meeting Reflection due</b>
10 10/30	Financial Aid and Services	<b>Alpha Wolf Interview Summary due</b>
11 11/6	The LOBO Culture: Your Responsibilities, Freedoms, Benefits, Consequences and Our Traditions	<b>Draft S24 Schedule due</b>
12 11/13	Recognizing Your Strengths Looking to the Future	
13 11/20	Using the library	<b>Service Leadership Reflection Due</b>
14 11/27	<b>Thanksgiving Holiday – No Classes, University Closed</b>	
15 12/4	Alpha Wolf Interview Presentations	<b>Submit PPT file on Blackboard by start of class</b>
16 Finals Week	Alpha Wolf Interview Presentations Friday, 12/6, 12:30-2:30 PM	