University Foundations: EIU 1111

Fall 2005

<table>
<thead>
<tr>
<th>Section #: 015</th>
<th>Time: 9:00 – 9:50 TR</th>
<th>Location: Taylor Hall</th>
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<tbody>
<tr>
<td>Instructor: Dr. Michael Shirley</td>
<td>Instructor: Ms. Betsy Miller</td>
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<tr>
<td>Office Hours: 10-12 MWF, 11-12, 1-4 TTh</td>
<td>Office Hours: 8-4:30 M-F</td>
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<tr>
<td>Office: Coleman Hall 2681</td>
<td>Office: 2230 McAfee</td>
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<tr>
<td>Phone: 581-6361</td>
<td>Phone: 581-7370</td>
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<tr>
<td>Email: <a href="mailto:cfmhs@eiu.edu">cfmhs@eiu.edu</a></td>
<td>Email: <a href="mailto:bemiller@eiu.edu">bemiller@eiu.edu</a></td>
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Course Description
University Foundations is an inquiry into the academic expectations, resources, policies, and traditions of university life. Students are challenged to enhance their intellectual potential, understand their academic and moral responsibilities, and appreciate diversity in a framework that develops the critical thinking, learning, and communication skills necessary to contribute successfully to the university’s intellectual life. An experiential learning component engages students in the scholarly and co-curricular community.

Textbooks


Course Objectives
University Foundations is a writing-active course with four main objectives:
- To familiarize you with the expectations, policies, resources, and traditions of Eastern Illinois University
- To develop your critical thinking, learning, and communication skills
- To enrich your perspectives on personal, academic, and moral issues in higher education
- To engage you in the educational and social life of the university

Student Learning Objectives
Upon completion of the course, you will be able to
- Describe classroom norms, university policies/procedures, and faculty expectations
- Explain the purposes of higher education
- Use the resources and services provided by Eastern Illinois University
- Identify common problems and pressures facing today’s college students
- Formulate educational and life goals
- Communicate more effectively (orally and in writing) with professors and peers
- Analyze, criticize, and construct arguments on university life using critical thinking skills

Accommodations
If you need accommodations for a disability, please contact the Office of Disability Services at 581-6583, 2002 Ninth Street Hall.
Assignments—Readings, Papers, Homework, Email, and Campus Activities

- Readings will be selected from the textbook and other sources; assignments are due the day listed on the schedule, so come prepared to discuss readings on the day given. At some point in the semester, you will be asked to lead the class discussion on a given topic.

- There will be a minimum of four writing assignments. These assignments will challenge you to think and express yourself about issues related to the readings and class activities/discussion. In this course we will adhere to standards of writing and conduct that are similar to those in the workplace where promptness, neatness, and respect are taken for granted. All exercises written outside of class must be typed. In the top right hand corner of your papers put your name, the course number and section, the date, and the assignment name or number.

- Papers and assignments should be turned in to us in class, not placed on our desks or under our doors. We value good writing, and good writing requires revision. To that end, we require you take at least one of your papers to the Writing Center for revision.

- Campus Activities – Students must attend no fewer than 3 campus activities. Campus activities are listed on the UF calendar. The UF calendar is on the UF website, http://www.eiu.edu/~eiu1111. Activity reports must be submitted by 10/6; 11/3; 12/1.

- Class Project - Our class will create and develop a college-life project related to a theme of the course. The project must be a creative endeavor that reflects the skills that were taught during the course, and it must allow for everyone in the class to make contributions. Our class will summarize/present the results of this project during the Project Showcase on Thursday, December 8, 2005 5:00-7:00 p.m. in the Grand Ballroom of the University Union. ATTENDANCE IS REQUIRED.

Attendance and Participation

Due to the interactive nature of the course, attendance and active participation in class is required. Your instructors reserve the right to give unannounced reading quizzes. Because this class is largely based on group discussion, attendance is mandatory. You may miss two classes before your grade is affected. If you come in after attendance has been taken, it is up to you to make sure, after class, that you have been marked late and not absent. If you are chronically late, you will miss important announcements, coursework, and will greatly inconvenience your instructors and classmates.

In order to earn an A for participation, you must:
- Complete assignments on time
- Engage in class discussions on a regular basis (daily)
- Be an asset to your small group activities
- Miss no more than 2 classes

In order to earn a B for participation, you must:
- Complete assignments on time
- Engage in class discussion on a semi-weekly basis (weekly)
- Be helpful in your small group activities
- Miss no more than three classes
In order to earn a C for participation, you must:
- Complete assignments on time
- Participate at least minimally in class discussion
- Participate at least minimally in group activities
- Miss no more than three classes

A D for participation is earned if you:
- Do not complete all assignments on time
- Participate in class discussions only minimally
- Participate only minimally in group activities
- Miss 4 or more classes

An F for participation is earned if you:
- Routinely come to class unprepared
- Miss 5 or more classes

Late Work
Late work is not acceptable. If you know you will be gone for a school trip (athletic or otherwise), work should be turned in before you leave. Extensions will only be granted if you have good reasons for asking for an extension (It is smarter to ask and give a reasonable explanation than it is to assume that we will refuse; we’re usually pretty reasonable.). Requests for extensions must be made before the paper is due, not on the day it is due. That's too late.

Evaluation
The standard college scale will be used: 90%-100% = A, 80%-89% = B, 70%-79% = C, 60%-69% = D, below 60% = F. The final grade is determined according to the following percentages:

<table>
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<tr>
<th>Component</th>
<th>Points</th>
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<tbody>
<tr>
<td>Writing Assignments</td>
<td>100</td>
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<tr>
<td>Homework</td>
<td>60</td>
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<tr>
<td>Group Discussion</td>
<td>50</td>
</tr>
<tr>
<td>Class Project</td>
<td>100</td>
</tr>
<tr>
<td>Foundation Days</td>
<td>90</td>
</tr>
<tr>
<td>Attendance and Participation</td>
<td>300</td>
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<td><strong>TOTAL 700</strong></td>
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Foundation Days

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<tr>
<th>Date</th>
<th>Activity</th>
<th>Description</th>
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<tr>
<td>Sept. 1</td>
<td>Library tours</td>
<td>Librarians will provide a tour of Booth Library to each UF section and answer questions concerning library services.</td>
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<td>Sept. 8</td>
<td>Recreation Center tours</td>
<td>Ken Baker, Director of the Recreation Center, will provide a tour of the facility to each UF section to familiarize students with the services available.</td>
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<td>October 11 4:00-7:00 p.m.</td>
<td>Academic Foundation Day</td>
<td>Academic departments will offer presentations on their majors and potential careers. A major/minor fair will also be held. Reaction paper due 10/18.</td>
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<td>Tentatively October 20</td>
<td>Citizenship Foundation Day</td>
<td>Each section will become involved in the greater community through a citizenship project in the campus, local, state, or national community. We will participate in a campus clean up day. Reaction paper due one week after activity (10/27)</td>
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<tr>
<td>December 8 5:00-7:00 p.m.</td>
<td>Project Showcase</td>
<td>Each section of UF will prepare a poster session and talk showcasing its class project.</td>
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Semester Schedule

August
T 8/23  Introduction to the course.
R 8/25  EIU History (Sect. 1) & Difference between High School & College, pgs 7-9
T 8/30  Chapter 1 – Commit to college success pgs. 1-24. Discuss Convocation.

TUESDAY AUGUST 30 – Convocation, 7:00 p.m. in the Grand Ballroom

September
R 9/1  Tour of Booth Library—meet in north lobby
T 9/6  Chapter 2 – Diversify your learning style pgs. 35-56
R 9/8  Tour of Recreation Center – meet at Lantz entrance.
T 9/13 Ethics Introduction pgs. 1-11  Student Code of Conduct
R 9/15 Chapter 3 – Be a great time manager pgs. 67-86
T 9/20 Chapter 4 – Explore Your Campus, Courses, and Computer pgs. 97-118
R 9/22 Chapter 5 – Be a great money manager pgs. 129-154
Ethics – What was that again? Writing assignment due

T 9/27 Chapter 11 – Communicate and build relationships pgs. 337-362
R 9/29 Visit Career Services

October
T 10/4 Cindy Boyer guest speaker
R 10/6 Chapter 6 – Take it in: Notes and Reading pgs. 165-192, campus activity #1 due

T 10/11 Chapter 7 – Enhance your study skills pgs 165-192

Tuesday, October 11, Academic Foundation Day, 4:00 – 7:00 p.m.
R 10/13 BRING CATALOG for activity; Ethics – The Hacker writing assignment due
T 10/18 Chapter 8 – Succeed on tests pgs 235-256 Group A presents
R 10/20 Citizenship project – campus clean up - tentative
T 10/25  Chapter 9 – Expand your thinking skills pgs 267-288 **Group B presents**

R 10/27  Ethics 2.5 pgs 24 – A question of plagiarism writing assignment due; Reaction paper to campus clean up due – tentative; Graduation Plan activity – BRING CATALOG

**November**

T 11/1  Chapter 10 – Refine your expression pgs. 299-326 **Group C presents**

R 11/3  Discuss Class Project; Campus activity #2 due; Graduation plan due

T 11/8  Chapter 13 – Explore Careers

R 11/10  Chapter 12 – Take charge of your physical & mental health pgs. 373-396 **Group D presents**

T 11/15  Final writing assignment due – Difference between H.S. & College – support with examples/experiences

R 11/17  Putting it all together pgs. 435-438

T 11/22  *No classes – Thanksgiving Break!*

R 11/24  *No classes – Thanksgiving Break!*

T 11/29  Group work on Final Project

**December**

R 12/1  Group work on Final Project; Campus activity #3 due

T 12/6  Group work/Course evaluations

R 12/8  Final Project Practice

*Thursday, December 8, Project Showcase, 5:00 – 7:00 p.m.*