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Office Hours:
Monday/Wednesday: 1:30-3:00pm
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University 101: Introduction to UNM & Higher Ed.

Course Description

University 101 is designed to accelerate successful transition to university life. This course integrates academic reading, writing, and critical thinking, college-level note taking, library skills, exploratory research, group work, oral presentations, as well as summary, application, analysis, evaluation, and synthesis of complex material and challenging and stimulating texts. Students will map out writing and speaking assignments using a variety of effective structures such as analysis, investigation, argument, classification, and cause and effect. In the process, students will learn to understand, demystify, and identify patterns in the structures, codes, expectations, and vocabulary of academia.

Course Objectives and Expectations

- Develop a variety of techniques for reading college level texts
- Develop vocabulary strategies
- Develop strategies for note-taking from texts, lectures and other media
- Invent questions about texts being studied
- Collaborative exploratory writing
- Participate in inquiry-based group discussions

Textbooks Required

Birkenstein, Cathy and Gerald Graff. *They Say, I Say: The Moves That Matter in Academic Writing*, 2nd ed. New York: Norton, 2010. *

Cohen, Samuel. *50 Essays: A Portable Anthology*, 3rd ed. Edition. New York: Bedford/St. Martin's, 2011. *

Faigley, Lester. *Backpack Writing*. New York: Pearson/Longman, 2010.

Recommended

Paperback college dictionary (preferably *American Heritage*)

*Please note: We will be working from the textbooks in class. **Always bring textbooks to class.**

Materials Required

- 3-ring binder (11"-1 ½") with dividers.
- Pocket Folder

- Loose-leaf paper
- Pens/Highlighters

Materials Suggested

- Portable hole punch (3 hole)
- Portable stapler
- White-out, paper clips, permanent markers, etc

Attendance and Homework Policy for the First Three Weeks

Generally, how a student approaches attendance and homework in the first 3 weeks is a good indication of how the student will approach the entire semester. *Attendance in this class is not just physical presence in the classroom*; students must also attend to their homework. All students must attend and do all the homework assigned in the first 3 weeks, or they will be in danger of being dropped. 2 or more absences in the first 3 weeks will result in the student being dropped, unless the student has worked out a contract with me detailing how he or she plans to make up all work missed by the end of week 3. This means that if you find yourself in danger of being dropped in the first 3 weeks, you must make an appointment with me and make up ALL assignments by the end of the third week.. Since attendance is not just being in class, if you are missing more than 1 assignment in the first 3 weeks, you will be dropped regardless of how many times you came to class.

Attendance and Homework Policy for the Rest of the Semester

Students will attend all classes and will be on time. Each class will be worth 10 points. A total of 10 extra points will be awarded to students with perfect attendance. Four (4) absences during the semester are considered to be excessive; ***this will result in the student being dropped from the course***. Closed classes have a waiting list, and any student that misses the first week will be dropped immediately. Absences will not be discussed in class. Students who are absent are responsible for all missed content and due assignments and should meet with the instructor in office hours or by appointment *before* the absence or *as soon as possible* after the absence. If the instructor is not contacted immediately, and an agreement reached, late work will not be accepted. Excessive absences are an indication that the student is at a high risk of failing the course. A student must meet with the instructor to create and complete a written contract to avoid being dropped from the course. If the student fails to meet with the instructor to create the contract, or does not complete the contract, the student will be dropped from the course when they accrue the absence limit.

- **NOTE!!! I usually check homework during the journal response time. If I don't check, you are still to have it in your notebook. You should always assume I will be checking.**

Make Up Work: Attendance is crucial to your success. While you cannot “get back” the learning you miss out on when you miss class, I want you to get the most out of your semester. I am therefore requiring that, for each class session you miss, you write a one page, typed, summary analysis from a section of *Backpack Writing* or *They Say/I Say*. You will have to turn in this paper, in addition to other regular assignments, within one week of the day you miss. If you miss two days, you'll be doing two

additional papers, and so on. This requirement stands whatever the reason for the absence, and I do not require notes from physicians, though other instructors may need such notes.

Dropping and being Dropped

The last day for a student to drop the class without a grade is January 20th, 2015. After this date, students will receive a W. This has 0 impact on the student's GPA; however, it may have an impact on Financial Aid in multiple ways. *Students should discuss this with their advisor before making this decision.*

Respect and Classroom Community

In this class, all people (including the instructor) will be expected to treat each other with respect. *Sharing of writing and class discussions will be a large part of this class.* The only way for these activities to be effective is if the classroom atmosphere is positive and respectful. Disrespectful and/or disruptive behaviors will not be tolerated.

Students with Children

We are unable to allow children in class with their parents. This is a liability issue and cannot be waived.

Students with Disabilities and Special Learning Needs

Student Services provides a number of services for students with documented special needs. Please contact them at: 925-8560

Grading

Grading will be determined in each class and each student will receive a finalized copy.

Percentages and Grade Equivalent

100-97 A+	88-85 B+	76-73	Cr (Credit)*
96-93 A	84-81 B	72-0	N/Cr (No Credit)
92-89 A-	80-77 B-		