Emporia State University
Department of Sociology, Anthropology, and Crime and Delinquency Studies

SO 100A  First Year Experience
Fall 2013

ABOUT THE INSTRUCTOR

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By appointment: Tuesday 3-4pm or any other
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This syllabus is your first “go-to” resource for all information about class assignments.
If you do not understand the assignments,
it is expected you will ask questions to clarify the expectations
AFTER reading this syllabus and
all other documents on Blackboard that refer to the assignment.
Use your resources wisely! GOOGLE is an awesome resource also!

REQUIRED MATERIALS
Blackboard: elearning.emporia.edu (Yes, you are required to use Blackboard)

Student Gmail: Every student is expected to check their student gmail account regularly for course
announcements as well as emails from the instructor.

COURSE DESCRIPTION
The purpose of this course is to familiarize new sociology and crime & delinquency majors to the
department, and assist with any concerns they may have in regards to their academic careers.

COURSE OBJECTIVES
• Gain a good understanding of the department and university expectations as well as faculty
• Learn how to utilize the library and its resources in the most productive ways
• Encourage self-motivation and accountability
• Identify career objectives and develop an academic plan to meet those objectives
• Demonstrate an understanding of available campus resources and how to use those
resources
ASSIGNMENTS and ACTIVITIES

1. MOTIVATION
Find a book on motivation and read it. Report on this book in a roundtable discussion. See course schedule for due date. See Blackboard for requirements and rubric.

2. RESEARCH
Choose a topic (it doesn't matter what the topic is) and then, using the library skills you learn from the embedded librarian, find a peer-reviewed journal article, web article, and video about your topic. Each student will share what they found with the class in an informal presentation. See course schedule for due date. See Blackboard for requirements and rubric.

3. UNIVERSITY INVOLVEMENT
Your academic experience should be well-rounded in order to get the most out of your education. You will be required to investigate ALL department clubs (AKD, Sociology Club, Anthropology Club, and American Criminal Justice Association, Student Advisory Board) and one topical club (i.e. Circle K, S.A.F.E., 12th Man Flash Mob, Black and Gold Disc Golf, Psychology Club, etc.). Then join at least one of these clubs and be a verifiable active member.

LATE WORK POLICY:
Every assignment has a due date and all assignments are due by 11:59 of the day they are due. An automatic 10% reduction of possible points will occur in the event your submission is late. For example, you turn your paper in one hour late and the paper is worth 25 points. If your paper is perfect, the most points you can receive is now 22.5 points. Any errors or problems with your paper will be calculated based off total possible points of 22.5.

For Fall courses or Spring courses, after one week, late work will not be accepted.

For 6 week Summer courses, after two days, late work will not be accepted.

For 3 week Summer courses, after 24 hours, late work will not be accepted.

If your computer malfunctions, use a university computer or library computer in your home town. Be sure to save your work as you go and store it in more than one place so as to not lose your work (I use OfficeLive.com and dropbox.com to store my work). Be sure to allow yourself enough time to problem solve if you happen to have technical difficulties or any other difficulties. (i.e. your home computer won't let you on Blackboard to submit a paper so now you have to go on campus to submit your work OR you have the flu and the due date is tonight). Create goals to get assignments done earlier than the due date to allow for possible illnesses, disasters, tragedies, etc.

Lack of preparation on YOUR part does not constitute an emergency on MY part!
INCOMPLETES:
The grade “I” (incomplete) is given only for personal emergencies that are verifiable and when the student has completed passing work in the course. The student has the responsibility to take the initiative in completing the work and the student is expected to make up the “incomplete” as soon as possible during the following semester. For further information about this university policy, please see pg. 28 of the University Catalog or consult with your professor and department chair.

GRADES:
This is a pass/fail course. Each assignment is also pass/fail.
• If you fail 3 assignments, you fail the course.
• If you miss more than 3 classes, you fail the course. Attendance will be taken.

COURSE EXPECTATIONS (YOU AND ME):

My expectations of YOU:
• **Attend class**: This class will be as beneficial as you make it. Attendance is vital for these benefits to be realized.
• **Be responsible for your own education**: I’m here to help, but not do. Make sure you are using your resources wisely and preparing for class in a timely manner.
• **Complete necessary tasks before each class**: You will not be able to participate in class discussions and activities if you haven’t done the work. *See second bullet!*
• **Be respectful of others**: There are two parts to respecting others.
  o First, arrive on time and stay attentive during class. Engaging in private conversations or packing up before the end of class is distracting and does not enhance the learning environment. *This includes the need to turn off cell phones.*
  o Secondly, while we are discussing issues in class, some people may voice views that are not in correlation with your own views. Disrespect of another person’s views will not be accepted (including sitting behind someone and rolling your eyes). Diversity of thought is valuable and is expected to be respected in this classroom.

My expectations of ME:
• Be prepared and organized.
• Be open to suggestions. If there is something that could improve the class or a topic you feel would work well with what we are learning, tell me. I love other’s inputs.
• Make expectations clear for assignments, exams, readings, Blackboard navigation, etc. If you are not clear on anything, please come to me so we can rectify the problem.
• Provide assistance when asked. You do have to ask but once I know you need help, I will help.
• Take into account individual differences if needed and be fair in evaluations and grading.
ACADEMIC DISHONESTY POLICY:
Students who compromise the integrity of the classroom are subject to disciplinary action on the part of the University. Violations of classroom standards include:

a. Cheating in any form, whether in formal examinations or elsewhere.
b. Plagiarism, using the work of others as one's own without assigning proper credit to the source.
c. Misrepresentation of any work done in the classroom or in preparation for class.
d. Falsification, forgery, or alteration of any documents pertaining to academic records.
e. Disruptive behavior in a course of study or abusiveness toward faculty or fellow students.

University policy states the following:
The faculty member in whose course or under whose tutelage an act of academic dishonesty occurs has the option of failing the student for the academic hours in question. The department chair should be advised of any action taken by the faculty member regarding academic dishonesty. The faculty member may consent to refer the case to other academic personnel for further action. Departments, schools, and colleges may have provisions for more severe penalties than set forth above. Emporia State University may impose penalties for academic dishonesty up to and including expulsion for the university. The student has the right to appeal the charge of academic dishonesty in accordance with the university’s Academic Appeals policy and procedure as set forth in section 9A-04 of the Faculty Handbook.

DISABILITY SERVICES:
Emporia State University will make reasonable accommodations for persons with documented disabilities. Students need to contact the Director of Disability Services and the professor as early in the semester as possible to ensure that classroom and academic accommodations are implemented in a timely fashion. All communication between students, the Office of Disability Services, and the professor will be strictly confidential.

FACULTY INITIATED STUDENT WITHDRAWAL:
If a student's absences from class, disruptive behavior, lack of prerequisites, or academic dishonesty become detrimental to the student's progress or that of the other students in the class, the faculty member may advise the student to withdraw from the class. Withdrawal may also be advised if the student is inappropriately enrolled in the class. If the faculty member chooses to withdraw the student, he/she shall attempt to notify the student in writing that a faculty initiated withdrawal is in progress. This notification will be copied to the department chair and Academic Affairs office to serve as the request for withdrawal. If efforts to contact the student have been unsuccessful, or unacknowledged, the faculty member shall then seek the aid of the Academic Affairs office in contacting the student. The Academic Affairs office shall provide the student with information about the existing appeals procedures. Upon receiving a written request for withdrawal from the faculty member, the Academic Affairs office may initiate a student withdrawal from the class. None of the above implies or states that faculty members are required to initiate any student withdrawal.

FERPA (Family Educational Rights and Privacy Act of 1974)
FERPA is a Federal law which provides that the institution will maintain the confidentiality of student education records. I am not allowed to reveal any aspect of your educational experience to others without prior written authorization (FERPA release form) provided by you; therefore, do not have other people contact me to discuss your grade in my class without first providing the necessary documentation. You can find the release form at Information Release Form.
### COURSE SCHEDULE

Subject to change at instructor's discretion

<table>
<thead>
<tr>
<th>Date</th>
<th>Chapter</th>
<th>Due Dates</th>
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<tbody>
<tr>
<td>19-Aug</td>
<td>Syllabus, Introductions, and Expectations</td>
<td>Bring all syllabi to class on 8/26</td>
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<tr>
<td>26-Aug</td>
<td>Ms. Halleran - Internships</td>
<td>Import all of the syllabas to class on 8/26</td>
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<td>2-Sep</td>
<td>Labor Day - No Class</td>
<td>NO CLASS</td>
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<tr>
<td>9-Sep</td>
<td>How to Blackboard</td>
<td>Bring your tool for organization to class on 9/16</td>
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<td>16-Sep</td>
<td>Dr. Rowley - Work/Life Balance -- when to say no to extra projects, etc.</td>
<td>Bring your motivation book with you to class on 9/23</td>
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| 23-Sep | Motivation, procrastination, and determination - Why are YOU in college | "Club investigation and joining due: Share which club you have joined and why."
| 30-Sep | Embedded Librarian - Alex Mudd                                          | "Bring project/paper assignmets from other courses to class on 9/30      |
| 7-Oct  | Dr. Montalvo - Advising                                                 | Bring a copy of your degree evaluation to class on 10/14                  |
| 14-Oct | Kathy Owens to talk about transcripts and curriculum guides, how to enroll, how to look up classes. | Degree evaluations, enrolling, degree sheets                              |
| 21-Oct | Information presentations of chosen topics (5 minutes each for 9 students)| Complete curriculum guide in class and develop graduation plan            |
| 28-Oct | Dr. Obermeyer - benefits of Anthropology to degree and job prospects    | Research Due                                                               |
| 4-Nov  | Information presentations of chosen topics (5 minutes each for 5 students) | Bring in project/paper assignmets from other courses to class on 11/18 with progress reports |
| 11-Nov | Veteran's Day - No Class                                                | NO CLASS                                                                  |
| 18-Nov | Dr. Camara - Theory and your senior year                                | Bring in project/paper assignmets from other courses to class on 11/25 with progress reports |
| 25-Nov | Dr. Terrell - Graduate school, professional development, and your sociology degree | Projects/Papers - progress reports                                         |
| 2-Dec  | Roundtable discussion of motivation                                      | Provide documentation of involvement in club                              |