SO 100A (CRN 56103)  First Year Experience  
Fall 2015

ABOUT THE INSTRUCTOR
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REQUIRED MATERIALS
Redding, CA. ISBN: 9781627513586 OR 9781627513593
Canvas canvas.emporia.edu

COURSE DESCRIPTION
The purpose of this course is to familiarize new sociology and crime & delinquency studies 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
Assignments in this course are the way in which the instructor is able to assess your knowledge gained. Since there 
are no exams in this course, some type of assessment must be used to determine if each student is gaining the 
necessary skills and knowledge expected by the instructor. In-class activities cannot be made up unless the student 
is representing the university at a school-sponsored event. No late work is accepted.

1. COLLEGE SUCCESS WORKBOOK
This workbook will be completed together in class. Read each chapter and complete the Reading
Comprehension questions and the Review questions. Be prepared to bring resources to class as indicated in the 
course schedule.
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. Choosing to not participate in this assignment will result in automatic failure of the course.

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, American Criminal Justice Association, Student Advisory Board) and one topical club (i.e. S.A.F.E., Black and Gold Disc Golf, Psychology Club, PRIDE, etc.). Then join at least one of these clubs and be a verifiable active member. Choosing to not participate in this assignment will result in automatic failure of the course.

4. **VISIT WITH PROFESSORS**
   Get to know your professors. Introduce yourself to the professors. What is the name they prefer to be called? What are their office hours (syllabus)? Where is their office (syllabus)? What are their research interests? What kinds of service do they do for their department, for the university, and for their field of study? What is their job title? (Asst. Professor, Assoc. Professor, Professor, Instructor). Bring information for every professor to class with you. Choosing to not participate in this assignment will result in automatic failure of the course.

**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 3 classes, you fail the course.

**COURSE EXPECTATIONS (YOU AND ME):**

My expectations of YOU:
- Attend class
- Be responsible for your own education
- Read the chapter being discussed in class BEFORE coming to class - See second bullet!
- Be respectful of others

My expectations of ME:
- Be prepared and organized for class.
- Be open to suggestions.
- Make expectations clear.
- Provide assistance when asked.
- Be fair

**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.