

EIU 1111: University Foundations Fall 2008

**Section #: 003
Carman Hall**

Time: Mon-Wed

**Location:
10:00- 10:50**

Instructor: Louis V. Hencken
Office: Buzzard 2121

Instructor: Danielle Steibel
Office: Student Success Center

Office Hours: M-W 8:30-10:00
T-R 9:00-11:30

Office Hours: M-W 12:00-4:00
T-R 9:00-11:00

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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

Halonen, J.S., & Santrock, J.W. (2008). *University foundations*. Mason, OH, Cengage Learning

Picciotto, Madeleine *Critical Thinking* (2008) Pearson Custom Printing, Boston, Ma

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.

Classroom Ground Rules

We promise to respect your individuality, values, and opinions. We expect you to respect each other and treat us and each other with civility. This does not mean that we cannot disagree, but we will do so in an appropriate manner.

While you are in class, we expect you to *shut off* your cell phone, pager, etc. Do not place these devices on vibrate, shut them off during class, or leave them at home.

Because this class is taught in a residence hall you might be tempted to attend class in your pajamas.—RESIST the temptation and arrive wearing regular clothing.

We expect you to come to class prepared and ready to participate in discussions. That means, we do not expect to see you put your head on the desk to sleep. That means, you will have your materials ready and come with books, handouts, paper, and a writing utensil.

Assignments—Readings, Papers, Homework, Email, and Campus Activities

Readings: Readings will be selected from the textbooks and other sources; assignments are due the day listed on the schedule, so come prepared to discuss readings on the day given. We reserve the right to give unannounced quizzes over the readings.

Papers: There will be a minimum of three major 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 completed in class should be completed in ink, and assignments written outside of class should be typed.

Paper format: All papers must be typed, doubled spaced with a 1-inch margin. Please place the page number at the bottom, right-hand corner of each page. In the top right hand corner of your papers put your name, the course number and section, our names, the date, and the assignment name or number. All papers should have a title that expresses your thesis, not just the assignment name. Papers that contain research, must use either the APA or MLA style manuals. Do not copy or paraphrase another person's words or ideas without citing sources. 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 suggest you take drafts of your papers to the Writing Center and use the spelling and grammar tools available on your computer word processing program.

E-mail assignments: E-mail assignments will be announced in class. These assignments are scored credit/no-credit; if you complete them all and turn them in on time and at the required length, you will receive an A for this portion of the class (10 points per email). If you do not turn in an email assignment, you will receive 0 points. Your EIU email account should be used for this class; your address can be found through PAWS.

Campus Activities: Students must attend at least 4 campus activities for a total of 25 points each. Campus activities are listed on the UF calendar, which is on the UF website, <http://www.eiu.edu/~eiu1111>. Activity reports must be submitted by the dates indicated on your class schedule.

Homework: All other work we collect will be included in homework. You must turn this work in on time in order to receive credit. If you know that you will be gone for a University-sponsored event, you should turn your work in early or discuss the due date with your instructors.

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/knowledge 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 11, 2008 from 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 large- and small-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. Three tardies (late 10 minutes or less) equal one absence, and if you are more than 10 minutes late, you will be counted absent regardless. If you are chronically late, you will miss important announcements, coursework, and will greatly inconvenience your instructors and classmates. After two absences your final course percentage will be lowered 3% for each additional day missed. Obviously, if you have a major hospital stay or something of that nature, greater latitude will be given.

In order to receive 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 receive 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 receive 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 will be assigned 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 will be assigned if you:

- Routinely come to class unprepared
- Miss 5 or more classes

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 points:

Writing Assignments	300 points
Class Project	200 points (100 pts. group; 100 pts. individual)
Global Citizenship Project	100 points
Case Study Presentation	50 points
Academic Foundation Day	50 points
Attendance and Participation	100 points
Homework & Email	100 points
Campus Activity Papers	100 points
Total	<hr/> 1000 points

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.

Important Dates

Event	Date	Time	Location
Convocation	Tues., Sep 2	7:00 p.m.	Grand Ballroom, MLK University Union
Tour of Booth Library	Wed., Sep 3	10:00 a.m.	Meet in south lobby of library
Academic Foundation Day	Tuesday, Sep 30	4:00-7:00 p.m.	Grand Ballroom and 3 rd floor meeting rooms, MLK University Union
Project Showcase	Thursday, December 11	5:00-7:00 p.m.	Grand Ballroom, MLK University Union
EIU Football Vs Indiana State	Saturday, Sep 13	6:00 pm	O'Brien Stadium

Semester Schedule

UF = University Foundations textbook, numbers represent page numbers
 E = *Ethics and College Student Life*, numbers represent case studies

Date	Topics	Assignments	Due
AUGUST			
M 25	Introduction to course and each other		F 29
W 27	Introductions and commit to college success		.
F 29			E Mail assignment #1 due at NOON
SEPTEMBER			
M 1	Labor Day—No Classes!		
T 2 7:00 p.m.	Convocation	Meet in Grand Ballroom	
W 3	Tour of Booth Library	Meet at South Door Of Booth Library	10:00 A.M
M 8	Goal Setting		
W 10	Time Management	<i>University Foundations</i> Chapter 3 Pages 67-95	E mail assignment #2 due to instructors by 4:00 p.m.
M 15	Study Skills and Test taking	UF 204-213; 219-221	
W 17	University Housing and Student Activities		Campus Activity Report #1
M 22	Case Studies	Campus Life Casebook	
W 25	Case Studies, Service Project, Class Project	Campus Life Casebook	
M 29	Stress, Anxiety, & Coping	UF 374-85,	
T 30	Attend Academic Foundation Day	University Union 4-7	
OCTOBER			
W 1	Discuss Academic Foundation Day		Email assignment #3 due to instructors by 4:00 p.m.
M 6	Discuss class project and case studies		Academic Foundation Day Sheets
W 8	Alcohol and Drugs		
M 13	Critical Thinking	University Foundations Chapter 9; p.267-290	
W 15	Critical Thinking (OR		

	WORK on Class Project)		
M 20	Money Management		Writing Paper #1 due Faculty Interview
W 22	Face Book, My Space		
M 27	Attitude and Leadership		
W 29	Vice Presidential Debate		
NOVEMBER			
M 03	Presidential Debates		
W 05	Attitude and Leadership		
F 07			Email assignment #4 due to instructors by 4:00 p.m.
M 10	Tolerance & Diversity	UF, Read "Five Personal Statements" beginning after p. 360	Campus Activity Report #3
W 12	Work on case studies		
M 17	Case Studies		
W 19	Case Studies		Writing paper # 2 due
M 24	<i>Thanksgiving break!</i>		
DECEMBER			
M 01	Attitude and Leadership		
W 03	Group work on class project		Writing Paper #3 Due
M 08	Group work on class project		Activity Report #4 Due
W 10	Course Evaluations		
R 11	Showcase Set up		Class project
R 11 5:00-7:00		Showcase Project	