

UNIV 4174 - Fall 2017
Theory and Practice of Group Motivation and Leadership

Syllabus

Section:	001	Day and Time:	Monday	9:00-9:50 a.m.	Room:	FN 2.104
Section:	002	Day and Time:	Tuesday	4:00-4:50 p.m.	Room:	SLC 1.204
Section:	003	Day and Time:	Wednesday	4:00-4:50 p.m.	Room:	SLC 1.202
Section:	004	Day and Time:	Thursday	3:00-3:50 p.m.	Room:	CB 1.218

Instructor:	Shelley D. Lane, Ph.D.	Office:	FO 2.710E
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Exec FYL:	Anusha Bontha	Phone:	(254) 295-6667
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Exec FYL:	Sahil Noorani	Phone:	(214) 218-6344
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Exec FYL:	Uy Nguyen	Phone:	(214) 663-7806
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Course Description: An elective course designed to provide students with a basic understanding of the theoretical knowledge and skills needed to lead and motivate groups engaged in personal or professional transitions. Includes supervised and paraprofessional experience. May be repeated for credit (3 semester credit hours maximum). Prerequisites: UNIV 4074 and instructor consent required. (1-0)

Course Objectives:

1. To enable you to share ideas and learn from other First Year Leaders about how to become more effective in your Freshman Seminar class.
2. To provide you with real-life practical leadership opportunities by helping to improve the Freshman Seminar and First Year Leader programs.
3. To help you reflect on your role as a First Year Leader including your most significant contributions and experiences.

Course Credit:

UNIV 4174 is a graded one semester credit hour (SCH) course.

Course Structure:

This course is highly interactive and discussion-based.

Required Textbook and Materials

There are no required textbooks for this course.

Copy Requests:

This email address can be used to turn in copy request forms (you are required to send in copy requests via your UT Dallas email address):

UTDFYLS@gmail.com

BE SURE TO CHECK YOUR UT DALLAS EMAIL AT LEAST ONCE PER DAY!

Copy request forms can be found on your UNIV 4174 eLearning site. **Copy requests must be submitted 48 hours before your class.**

You can obtain your copies in the mailbox next to Dr. Lane's Office in **FO 2.710E**.

Grading Policy:

Course grades are based on attendance, class participation and written assignments. With the exception of lesson plans, late assignments will not be accepted.

Assignment	Due Date	Value
August Workshop	Saturday, 8/19	5 points
Attendance	Ongoing	10 points
Instructor/FYL Contract	Friday 8/25	5 points
Participation	Ongoing	15 points
Lesson Plans	Ongoing	20 points
FYL Evaluation by Instructor	Friday, 11/17	10 points
FYL Evaluation by Freshmen	Friday, 11/17	10 points
Self-Reflection Paper	Friday, 12/1	20 points
Record of Mentor Hours	Thursday, 12/7	5 points

A+ = 97-100

B+ = 87-89

C+ = 77-79

D+ = 67-69

A = 93-96

B = 83-86

C = 73-76

D = 65-66

A- = 90-92

B- = 80-82

C- = 70-72

F = below 65

Technology Policy:

Students should NOT use their smart phones, tablets, laptops etc. in class unless informed otherwise. These electronic devices cause students to concentrate on non-class related information and research shows that they are a distraction to other students. Therefore, any technology policy violation will result in a loss of 5 points from a students' total score.

Assignments

**All assignments should reflect professional standards of neatness, thoroughness, and word choice. I will deduct points from an assignment score if an ii reflects a lack of professionalism.*

August Workshop: If you missed the August 19 workshop, you have until the end of the first week of class to meet with me, the TA, or an Executive FYL to review the information presented during the event. Students who do not make-up their workshop day by 11:59 p.m. on Friday, August 25 will lose 5 points from their total score.

Attendance:

Attendance in UNIV 4174 is mandatory. Guest speakers from the Counseling Center, Resource Connections, Multicultural Center, Office of AccessAbility, and "Blackstone Launchpad" are scheduled this semester to present about their areas and the resources they offer to freshmen. If you have to miss a class you can attend any of the other UNIV 4174 sections that week but must email the TA 24 hours in advance of the class you wish to attend. All other absences will be handled on a case by case basis. Students begin with 10 points and will lose 2 points from their attendance score for each missed class session. Similarly, students will lose one point if they arrive to class more than ten minutes late.

Instructor/FYL contract:

A completed and signed Instructor-FYL course contract is due in eLearning no later than Friday, 8/25, 11:59 p.m. You must turn in a contract to participate in the FYL program (contracts handed in after 8/25 will receive 0 points). You can print a copy of the Instructor-FYL course contract from eLearning.

Participation:

Students are required to do more than just show up for class; they must actively participate to receive all 15 points associated with the participation grade. Students have the opportunity to discuss successes and setbacks, ask questions about Freshman Seminar content, students, etc., provide answers, demonstrate activities, lead small group discussions about a FYL-related problem, and represent a group when presenting solutions to the class. The participation grade may also include completing short mid-term and end-of-term UNIV 4174 and Freshman Seminar assessment surveys. Class discussion and activities participation points WILL BE AWARDED AT MY DISCRETION.

FYL Evaluations:

It is the FYL's responsibility to ensure that the Freshman Seminar instructor-of-record and students complete a FYL evaluation. Instructors can provide you with the completed evaluation for you to upload on eLearning or the instructors can send them to me at my UT Dallas email address. You can provide your freshmen with hard copies of the student evaluation form and give them to me or Priya when completed. The FYL evaluations focus on preparedness, teaching ability, classroom management, teamwork and other topics. Both FYL evaluations are due on Friday, 11/17 no later than noon.

Self-Reflection Paper:

Students will write a 2-3 page double spaced paper that analyzes their experience as a FYL during the fall 2017 semester. Question prompts are posted on the course eLearning site. This assignment is due no later than 11:59 p.m. on Friday, 12/1.

Record of Mentor Hours:

Students are to record the hours they spend in the Freshman Seminar class and the hours they spend meeting with freshmen during one-on-ones outside of class. Each student should spend a minimum of 50 hours in a mentoring capacity during the semester. Students will record their hours on the spreadsheet provided in the course eLearning site and upload their completed forms no later than 11:59 p.m. on Thursday, 12/7.

Lesson Plans:

Lesson plans should be upload to the following BOX account:

<https://utdallas.box.com/v/LessonPlansFYLS>

The first page you will see the table that lists the fall 2017 lesson plan due dates. Click on "log in" and input your Net ID and password. You will see the due dates table again; go up to the left-hand side of the page and click on "all files." You will then see the file in which to upload your lesson plans:

- New FYLs – TA Priya Thakur
- Veteran FYLs from Abraham to Bhatt – Executive FYL Anusha Bontha
- Veteran FYLs from Diaz to Moncy – Executive FYL Sahil Noorani
- Veteran FYLs from Mordahl to Wiemann – Executive FYL Uy Nguyen

Your TA or Executive FYL will return you lesson plans with feedback *only* if they need improvement (if you do not receive feedback, your lesson plan is good as is).

Students begin with 20 points and will lose 2 points if a lesson plan is handed in up to two days late. Students will lose 5 points if a lesson plan is turned in three or four days late and will receive 0 points if turned in five or more days late. Lesson plans will also lose points at the evaluator's discretion if they are sloppy, completed at the last minute, and not well-thought out (that is, they reflect a lack of professionalism). Lesson Plans

should be uploaded to the BOX account on **Sundays no later than 11:59 p.m., approximately two weeks (depending on the days you teach the Freshman Seminar) before you are scheduled to present the lessons in class:**

Lesson Plan Due Dates	FYL Presentation Dates
*Sunday, 8/27	2 nd week (8/28 – 9/1) Instructor/FYL Contract due Friday, 8/25 by 11:59 p.m.
*Sunday, 8/27	3 rd week (9/4 – 9/8)
Sunday, 9/3	4 th week (9/11 – 9/15)
Sunday, 9/10	5 th week (9/16 – 9/22)
Sunday, 9/17	6 th week (9/23 – 9/29)
Sunday, 9/24	7 th week (10/2 – 10/6)
Sunday, 10/1	8 th week (10/9 – 10/15)
Sunday, 10/8	9 th week (10/16 – 10/22)
Sunday, 10/15	10 th week (10/23 – 10/27)
Sunday, 10/22	11 th week (10/30 – 11/3)
Sunday, 10/29	12 th week (11/6 – 11/10)
Sunday, 11/5	13 th week (11/13 – 11/17) FYL Evaluations due Friday, 11/17 by 11:59 p.m.
Sunday, 11/12	14 th week (11/26 – 12/1) Self-Reflection Paper due Friday, 12/1 by 11:59 p.m.
	15 th week (12/4-12/8) Record of Mentor Hours due Thursday, 12/7 by 11:59 p.m.

Tentative Schedule

Week 1 8/21-8/25	Introduce leadership team and review syllabus
Week 2 8/28-9/1	Angela Scoggins – Resource Connections
Week 3 9/4-9/8	(9/4 is Labor Day) Alanna Carrasco – Counseling Center
Week 4 9/11-9/15	Bryan Chambers – Blackstone Launchpad
Week 5 9/18-9/22	Kerry Tate – Office of AccessAbility
Week 6 9/25-9/29	Susie Pruitt – Multicultural Center
Week 7 10/2-10/6	“Midterm distress stories”
Week 8 10/9-10/13	“Challenging behaviors in class”
Week 9	“Perseverance and tenacity when faced with ‘failure’”

10/16-10/20	
Week 10 10/23-10/27	“What life skill related to ‘adulthood’ did you learn in college?”
Week 11 10/30-11/3	“Being civil when others are not”
Week 12 11/6-11/10	“Social media use in and out of class”
Week 13 11/13-11/17	“How to know if you’re in a toxic relationship (personal and/or professional)”
Week 14 11/27-12/1	“My Best and Worst One-on-One Mentoring Session”
Week 15 12/4-12/8	“My Best and Worst Lesson and/or Activity;” Catch-up and Review

UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University’s policies and procedures segment of the course syllabus.

Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

Comet Creed

“As a Comet, I pledge honesty, integrity, and service in all I do.”

Students must adhere to the Comet Creed to remain in the FYL program.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the professor.