SUNY CANTON  
Canton, New York  
Fall 2013  
Course Syllabus

**DEPARTMENT:** Office of Advising and First Year Programs  
**PROGRAM:** First Year Experience  
**COURSE NAME AND NUMBER:** FYEP 101 First Year Experience  
**SEMESTER/YEAR:** Fall 2013  
**CREDIT HOURS:** 1

**INSTRUCTOR:**
**OFFICE ADDRESS:**
**OFFICE HOURS:**
**OFFICE TELEPHONE:** (315)
**EMAIL ADDRESS:**

**COURSE DESCRIPTION:**
This course is designed to introduce, acclimate and connect students to the college campus. In-depth discussions, specialized topics, and a final presentation tied to a common FYE theme will assist students in formulating professional goals and achieving academic success. One hour lecture per week.

**STUDENT LEARNING OUTCOMES:**
By the end of this course, the students will be able to:
1. Identify the best methods to access information.  
2. Recognize differences in the quality of available information.  
3. Identify and utilize all vital campus resources and services.  
4. Recognize and proactively apply proper, college-level academic skills.  
5. Use sources of information without plagiarizing.  
6. Identify short-term and longer-term academic goals.  
7. Communicate ideas and skills in an engaging and effective manner.  
8. Develop confidence in academic abilities and social aptitude through a group project.

**REQUIRED STUDENT TEXT:**
- None  
- Angel On-Line Learning, Access at: [http://www.canton.edu/ol/](http://www.canton.edu/ol/)

**OTHER REQUIRED STUDENT MATERIALS:**
- Folder for various hand-outs

**COURSE REQUIREMENTS/EVALUATION CRITERIA:**
**GRADING METHOD:** A-F

<table>
<thead>
<tr>
<th>Grade</th>
<th>%</th>
<th>Grade</th>
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<tbody>
<tr>
<td>A</td>
<td>90 - 100</td>
<td>C</td>
<td>70 - 74</td>
</tr>
<tr>
<td>B+</td>
<td>85 - 89</td>
<td>D+</td>
<td>65 - 69</td>
</tr>
<tr>
<td>B</td>
<td>80 - 84</td>
<td>D</td>
<td>60 - 64</td>
</tr>
<tr>
<td>C+</td>
<td>75 - 79</td>
<td>F</td>
<td>Below 60, failing</td>
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</table>
MEASUREMENT CRITERIA/METHODS:

- Class Participation: Includes Active In-Class Participation & Contributions, 3 One-Minute In-Class Papers (handwritten) & 3 Event Reflection Papers (word-processed) = 50%
- Group Proposal and Group Presentation = 30%

Breakdown:

- **Active Class Participation**..............10%
- **3 One-Minute Papers (in class)**.....20% (assigned randomly throughout the semester)
- **3 Campus Event Reflections**........20% (Due: Week of 9/30, 11/6 – 11/12, 12/2)
- **Group Presentation Proposal**....10% (Due: Week of 10/16 -10/18, 10/21 – 10/22)
- **Group *Presentations**..................20% (11/13 – 11/26)
  - *Each student will receive an individual grade for presentation
- **Final Examination**.......................20% (Week of 12/9 -12/13)

CLASSROOM CONDUCT:
Students are expected to comply with all academic and behavioral standards established in the SUNY Canton Code of Student Conduct, Rights & Responsibilities (Code). The Code is published in the Student Handbook and is accessible from the SUNY Canton homepage (www.canton.edu).

FYEP Policies

**ATTENDANCE POLICY:**
Attendance and active participation are vital to student success in the FYE Program and course. FYE 101 is a required course for graduation; therefore **attendance is mandatory. If a student misses three class sessions, they will be excused from the course with a final grade of F.** Take your college studies seriously and make attendance a priority. Please note that absences will only be excused by the Dean of Student’s office. The current policy states, “**acceptable documentation for an excused absence must be presented to the Office of Student Affairs within 5 days of return to campus.**” For questions regarding excused absences contact the Dean of Students, ext. 7120.

Late arrival to class will not be tolerated and consequences are at the discretion of the instructor.

**PARTICIPATION:**
FYE 101 is designed as a seminar. Students are expected to attend and actively participate in class discussions and activities; therefore, absences and late arrivals will reduce your participation grade. It is expected that you notify the instructor if you will be absent or late, prior to the start of class. If an unforeseen circumstance prevents you from attending class, follow-up communication with the instructor in a timely manner is necessary. An instructor may assign a makeup assignment for absences due to extenuating circumstances* only.

**Attendance Policy for Extenuating Circumstances***
In the event of emergency or unexpected circumstances that hinder a student’s ability to attend a class meeting, the FYE committee has adopted the following policy regarding missed classes:

<table>
<thead>
<tr>
<th>Absence</th>
<th>Student Must Complete:</th>
<th>Instructor “To Do”</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Complete 1Module or Optional Assignment <em>(assigned by FYEP</em></td>
<td>Send MTS (EID) with Attendance Warning</td>
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</tbody>
</table>


2 Complete Research Paper or Optional Assignment (assigned by FYEP Instructor) | Send MTS (EID) with Dismissal Warning

3 Dismissal from FYEP101 | Dismiss student via UCan Web

**Note:** Extenuating circumstances and the option of make-up work as described above is the sole decision of the instructor. Makeup work will be issued by the instructor with an agreed upon due date for such assignments. Failure to submit makeup work by the designated due date will result in a grade of 0% for participation for the missed class. The instructor has the right to accept or deny a student’s absence from class.

### FYEP 101: Fall 2013 Student Weekly Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Topic</th>
<th>Notes</th>
</tr>
</thead>
</table>
| 1    | 8/26 - 8/30 | **Welcome** Introductions  
Explore: Course Overview, What is FYEP and what is its value to students. General Education courses and their value to students and employers. |                                          |
| 2    | 9/2 – 9/6   | **Campus Services Introduction**  
Explore: Your Purpose in Attending College  
Setting Short – Long Term Goals  
Spell S-U-C-E-S-S! | Review Student Success Resource Booklet  
| 3    | 9/9 - 9/13  | **Time Management & Scheduling**  
Explore: Time & Money |                                          |
| 4    | 9/16 – 9/20 | **Methods: College Academic Skills**  
Explore: Discovering How You Learn  
Working with College Instructors  
Tutoring & Asking for Help |                                          |
| 5    | 9/23 - 9/27 | **Information: Library Resources**  
How to access information  
Explore: Proposal Format Overview  
Select Presentation Groups | Campus Library: [http://www.canton.edu/library/](http://www.canton.edu/library/) |
| 6    | 9/30 – 10/4 | **Your Academic Success I**  
Explore: Listening, Note taking, Participating & Communicating | Sept. Campus Event # 1  
Reflection Due |
| 7    | 10/7 - 10/11| **Your Academic Success II**  
Explore: Reading & Remembering  
Exams & Tests |                                          |
| 8    | 10/16 – 10/18, 10/21 – 10/22 | **Staying Healthy in College & Life**  
Explore: Wellness & Stress Management  
Davis Health Center Overview  
Avoiding the mid-term slump | Proposals are Due! |
| 9    | 10/23 - 10/25, 10/28 – 10/29 | **Majors & Careers**  
Explore: Your Interests  
Career Services Overview  
Academic Advising Center Overview | Career Services: [http://www.canton.edu/career_ser vices/](http://www.canton.edu/career_services/) |
Students make appointments with academic advisors for Pre-scheduling week

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Activity</th>
<th>Notes</th>
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</table>
**Explore:** Course selection, procedures  
Understanding GER courses  
Graduation requirements, role of your advisor | October Campus Event # 2 Reflection Due |
| 12   | 11/13 - 11/15, 11/18 - 11/19 | **Group Presentations**                                    | Peer Reviews, in-class                    |
| 13   | 11/20 - 11/22, 11/25 - 11/26 | **Group Presentations**                                    | Peer Reviews, in-class                    |
|      | 11/27 - 11/29 | **THANKSGIVING RECESS....NO CLASSES**                      |                                             |
| 14   | 12/2 - 12/6   | **Developing Values**  
**Explore:** Types of Values  
**Appreciating Diversity**  
**Explore:** The Importance of Understanding | Nov/Dec Campus Event # 3 Reflection Due |
| 15   | 12/9 - 12/13  | **FINAL EXAMINATION (cumulative)**                         | FINALS WEEK: Check finals schedule for the date, time and location of your final exam |

THE INSTRUCTOR HAS THE RIGHT TO MODIFY ANY SECTION OF THE SYLLABUS. EACH STUDENT IS RESPONSIBLE TO READ AND UNDERSTAND THE SYLLABUS.