GS 1181-F18 (12007) Fall 2020
Career and Major Exploration

Instructor:  Paul K. Swets
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Office:  Vincent 175
Office Hours:  Mondays and Wednesdays 1:00 - 2:00 PM (immediately after class), or
by appointment

Required Use of Masks/Facial Coverings
As a member of the Texas Tech University System, Angelo State University has adopted the mandatory Facial Covering Policy to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy, students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

Course Information

Course Description
This GS 1181 signature course creates a classroom environment where first-year students can interact with faculty and other students regarding topics of shared interest. Signature courses focus on contemporary or interdisciplinary issues while covering an array of topics related to success at the university level.
This class will focus on helping students discover, or more completely understand, their major and career goals. Using software that identifies students' values, aptitudes, and aspirations, students will learn what majors and careers are the best “fit,” and they will have a better understanding about the course work and education required to succeed. This course is a great option for students unsure of their major or future career goals. Emphasis will be placed on advancing communication and information literacy skills, along with the transition to success at Angelo State University.

Prerequisite and Corequisite Courses - none

Prerequisite Skills
Students will be expected to be able to access the Blackboard Learning Management System,\(^1\) the Youscience website,\(^2\) and other internet websites, including ASU library resources\(^3\) and other ASU access sites.

Student Learning Outcomes
Upon completion of this course, students will be able to
- locate campus resources to solve problems and answer questions;
- gather, analyze, evaluate, and synthesize information relevant to a topic (Critical Thinking);
- develop, interpret, and express ideas through effective written and oral communication (Communication Skills); and
- better understand their major and career goals.

Course Delivery
This class meets face-to-face on Mondays and Wednesdays from noon until 12:50 PM in VIN 241, although students should be prepared for possible virtual work in this pandemic era. The Blackboard Learning Management System will be used extensively for assignments and other course work.

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1 [https://blackboard.angelo.edu/](https://blackboard.angelo.edu/)
2 [https://app.youscience.com/login](https://app.youscience.com/login)
3 [https://www.angelo.edu/services/library/](https://www.angelo.edu/services/library/)
Required Materials
Students will need to access materials on the YouScience website - I will provide access codes. Students will also need to access Blackboard for additional course materials.

Communication
Please feel welcomed to contact me in person (at class time or during office hours), by phone (942-2470), through Blackboard, or by email. For asynchronous communication - Blackboard, email or phone messages - I will make every effort to respond within one business day. Apart from class meetings, most communication should be virtual.

Course Grade

Evaluation and Grades
Course grades will be determined as indicated below.

- Mock interview and its preparation - 25%
- Homework and daily grades - 20%
- Career summary - 15%
- Reflections - 15%
- Information literacy tutorials - 15%
- Student organization research and summary - 10%

Grading System
Course grades will be dependent upon completing course requirements by the assigned deadlines and satisfying the student learning outcomes.

The following grading scale will be used

- A - 90% and above
- B - 80% or above but less than 90%
- C - 70% or above but less than 80%
- D - 60% or above but less than 70%
- F - less than 60%

I reserve the right to adjust grades upwards from the indicated ranges.

mailto:Paul.Swets@angelo.edu
Assignment and Activity Descriptions

Mock interview
Students will identify and research a potential career, based on the results of class discussions and the YouScience software. Then students will prepare interview questions relevant to that career, and participate in a brief mock interview. Mock interviews will be virtual this fall for safety. The mock interview and its preparation will account for 25% of the course grade.

Homework and daily grades
Class periods may include an activity which will result in a grade. Students who are absent will not be able to make up these grades. We will also have regular out-of-class assignments, with assignments and due dates posted to Blackboard. Late work for these assignments is accepted only for cause, evaluated on a case-by-case basis. Homework and daily grades will together account for 20% of the course grade.

Career summary
Students will research and prepare a written summary of a potential career, based on the feedback from the YouScience software and informed by class discussions. This career summary will provide background knowledge for the mock interview, and will account for 15% of the course grade.

Reflections
Students will submit a series of reflections based on course activities, including career goals and the YouScience software results. These reflections will collectively account for 15% of the course grade.

Information literacy tutorials
Students will watch a series of twelve brief (about three minutes each, just under 38 minutes in total) information literacy video tutorials produced by the library. Each tutorial is followed by a brief quiz over the material. The quizzes from these tutorials will collectively account for 15% of the course grade.

Student organization research and summary
Each student will research student organizations in which they might be interested. Students will attend one (potentially virtual) meeting of a student organization, and briefly summarize the meeting. The research
into and summary of student organizations will account for 10% of the course grade.

General Policies Related to this Course
All students are required to follow the policies and procedures presented in these documents.

- Angelo State University Student Handbook
- Angelo State University Catalog

Academic Integrity
Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject to disciplinary action and possible expulsion from ASU.

The College of Science and Engineering adheres to the university’s Statement of Academic Integrity.

Accommodations for Students with Disabilities
ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website. The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

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5 http://www.angelo.edu/student-handbook/
6 http://www.angelo.edu/catalogs/
7 https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php
8 https://www.angelo.edu/services/disability-services/
Incomplete Grade Policy

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures\(^9\) for more information.

Student Absence for Observance of Religious Holy Days

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day\(^10\) for more information.

Title IX Statement

The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee, meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance.

Students are encouraged to report any incidents of sexual misconduct directly to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator at:

\(^9\) http://www.angelo.edu/content/files/14197-op-1011-grading-procedures

\(^10\) http://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of
Michelle Boone, J.D.
Director of Title IX Compliance/Title IX Coordinator
Mayer Administration Building, Room 210
325-942-2022
michelle.boone@angelo.edu

You may also file a report online 24/7 at [www.angelo.edu/incident-form](http://www.angelo.edu/incident-form).

If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

For more information about Title IX in general you may visit [www.angelo.edu/title-ix](http://www.angelo.edu/title-ix).

Course Schedule
This is a tentative course schedule overview, subject to change. Current activities, assignments, and due dates will always be available on the class Blackboard site.

- Week 1, 17 - 22 August: Course introduction and orientation
- Weeks 2 - 4, 23 August - 12 September: Campus resources and YouScience
- Week 5, 13 - 19 September: Summarization
- Week 6, 20 - 26 September: Research and resumes
- Week 7, 27 - 30 September: Mock Interviews