

# UNIV 1000 Course Logistics and Instructor Contact Information

## Course Title: Student Success Seminar

Course Number and Section: UNIV 1000 section 001

Scheduled Class Days and Times: Monday from 8:00 – 8:50 in UC 3110

Course Dates: January 13, February 10, March 3, March 31, and April 21

Last Day to Withdraw: March 31, 2025

## Instructor Name: Dean Andy Pettee

Office Location: UC 3110

Office Hours: Tuesday, 4:00 – 5:00 p.m. and by appointment

Phone Number: 903-566-6291

Email: [appettee@uttyler.edu](mailto:appettee@uttyler.edu)

Best way to contact: email

## Instructor Name: Dr. Colleen Swain

Office Location: STE 313

Phone Number: 903.565.5898

Email: [cswain@uttyler.edu](mailto:cswain@uttyler.edu)

Best way to contact: email

## Office Hours:

Dean Pettee:

Dr. Swain: Wednesday, 4:00 - 5:00 p.m., [Zoom option](#)

[Links to an external site.](#) available

## Course Information

### Course Overview:

This course allows incoming students to expand their knowledge, skills, and strategies for succeeding in their academic programs, having a full educational experience, and earning their degrees.

### Student Learning Outcomes:

After successfully completing this course, the incoming student can:

- Use additional knowledge, strategies, and resources, including AI, to succeed in academic settings.
- Network with others in the discipline and workplace associated with the discipline.
- Register for upcoming terms and implement a change of major, if needed.

- Engage in undergraduate research.

### Required Textbooks and Readings:

There is no required textbook for this course. All materials will be embedded within the Canvas course.

### Graded Assignment Requirements Information

#### Grade Categories and Weights

In this course, you'll engage in the following categories of learning experiences.

- **Discussion Boards and Activities:** Because this is a large course, you'll be randomly assigned to different groups. You will interact with your peers to discuss different prompts, scenarios, and situations within your groups. Your work in your small group discussion boards is 50% of your grade.
- **Attendance.** You must participate in 4 of the 5 sessions to receive credit in this course. Your attendance counts as 50% of your grade.

#### Grading Scale

Assigned Grade	Criterion
CR - credit	80 - 100
NC – no credit	Below 79.9

#### Late Work and Make-Up Exams:

You have the entire week of class to complete activities (e.g., discussion boards) within each module. Therefore, you should not need time to submit your work. If you were ill during one of the weeks our seminar is meeting, it is paramount for you to contact your instructor immediately. There are no exams in this course.

#### Calendar of Topics, Readings, and Due Dates:

Module	Dates	Class Topic	Readings & Explorations	Assignments & Critical Dates and Times
1	January 13	Introductions Overview of Syllabus Starting Strong Expanding Knowledge, Skills, and Use of Resources for Academic Success		

2	February 10	Networking in Your Discipline and Workplace		Required Activity: Business Card Exchange. Due Friday, March 7th, by midnight (CT).
3	March 3	Registering and Changing Majors (if needed)		
4	March 31	Exploring Undergraduate Research	Module 4 readings and videos.	Post your thoughts and respond to a peer in the two discussion boards. Due Friday, April 4, by midnight (CT).
5	April 21	Finishing Strong		

*Note: This tentative schedule is subject to change as necessary. However, I pledge to adhere to it as much as possible. In the unlikely event of a prolonged university closing or an extended absence from the University, adjustments to the course schedule, deadlines, and/or assignments will be made based on the duration of the closing and the specific dates missed.*

### Course Structure

This course meets 5 times throughout the Spring 2025 term. You will have short lectures and activities to complete during these 5 modules/class meetings.

### Tips for Success in this Course

1. Participate. You should engage deeply, ask questions, and discuss the course content with your peers. You can learn a great deal from discussing ideas and perspectives with your peers and me. Participation can also help you articulate your thoughts and hone your critical thinking skills.
2. Manage your time wisely. I understand that we are all extremely busy. Log in to our course regularly, at least 2 to 3 times a week, during the 5 weeks our course meets.
3. Use Canvas notification settings. Let the features in Canvas help you manage your time. You can receive timely notifications in your email or via text. Be sure to enable notifications to be sent instantly or daily (See the Canvas Notification Guide).
4. Communicate with me. Let me know if you need help or if something is happening in your life. Please do not wait until it is too late to recover. I want you to be successful in this course and to get to cheer for you at graduation!

### Artificial Intelligence (AI) Use in this Course

UT Tyler is committed to exploring and using artificial intelligence (AI) tools as appropriate for the discipline and task undertaken. We encourage discussing AI tools' ethical, societal, philosophical, and disciplinary implications. All uses of AI should be acknowledged as this

aligns with our commitment to honor and integrity, as noted in UT Tyler's Honor Code. Faculty and students must not use protected information, data, or copyrighted materials when using any AI tool. Additionally, users should be aware that AI tools rely on predictive models to generate content that may appear correct but is sometimes shown to be incomplete, inaccurate, taken without attribution from other sources, and/or biased. Consequently, an AI tool should not be considered a substitute for traditional approaches to research. You are ultimately responsible for the quality and content of the information you submit. Misusing AI tools that violate the guidelines specified for this course (see below) is considered a breach of academic integrity. The student will be subject to disciplinary actions as outlined in UT Tyler's Academic Integrity Policy.

For this course, **AI is encouraged, and appropriate acknowledgment is expected.** In this course, you can use AI programs (ChatGPT, Copilot, etc.). These programs can be powerful tools for learning and other productive pursuits, including completing assignments in less time, helping you generate new ideas, or serving as a personalized learning tool. However, your ethical responsibilities as a student remain the same. You must follow UT Tyler's Honor Code and uphold the highest standards of academic honesty. This applies to all uncited or improperly cited content, whether created by a human or in collaboration with an AI tool. If you use an AI tool to develop content for an assignment, you must cite the tool's contribution to your work. You can find information on how to correctly cite AI-generated output at:

[APA Style Citation](#)

[Links to an external site.](#)

[MLA Style Citation Links to an external site.](#)

[Chicago Style Citation](#)