**Please note: This template includes only items required in accordance with MUBOG Policy No. AA-14. You are free (and encouraged) to add additional information you feel is necessary to enhance student learning in your course. \*NOTE – FYS: Info about the course, learning outcomes and required attendance policy have been added.**

**Marshall University**

**FYS 100 Syllabus Template**

|  |  |
| --- | --- |
| **Course Title/Number** |  |
| **Semester/Year** |  |
| **Days/Time** |  |
| **Location** |  |
| **Instructor** |  |
| **Office** |  |
| **Phone** |  |
| **E-Mail** |  |
| **Office Hours** |  |
| **University Policies** | By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to [www.marshall.edu/academic-affairs](http://www.marshall.edu/academic-affairs) and clicking on “Marshall University Policies.” Or, you can access the policies directly by going to [www.marshall.edu/academic-affairs/policies/](http://www.marshall.edu/academic-affairs/policies/). Academic Dishonesty/Excused Absence Policy for Undergraduates/Computing Services Acceptable Use/Inclement Weather/Dead Week/Students with Disabilities/Academic Forgiveness/Academic Probation and Suspension/Academic Rights and Responsibilities of Students/Affirmative Action/Sexual Harassment |

**Course Description: From Catalog**

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| Students will learn integrative/critical thinking skills integral to life-long learning through discussion, interaction, discovery, problem solving, writing, research, reflection, and examination of multicultural/international issues.  |

**Course Theme**

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| In this section of FYS 100, we will . . . FYS INSTRUCTOR: Introduce your course theme/approach here. |

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| The overall goal of this class is to start practicing using the tools and skills that any college graduate will need in work and in life. By the time you graduate from Marshall University, you will be a much better problem solver than you are now. You will have expertise in using nine major tools (alone or together) to understand an issue, accomplish a complex task, or fix a problem. The nine tools (aka the Marshall University Learning Outcomes) are: * Communication fluency
* Creative thinking
* Ethical and civic thinking
* **Information literacy 🡨**
* **Inquiry based thinking 🡨**
* **Integrative thinking 🡨**
* **Intercultural thinking 🡨**
* **Metacognitive thinking 🡨**
* Quantitative thinking

In this class, you will dig in and practice using five of the above tools right away (the ones in bold):  |
| **Learning Outcome**  | **How you will practice the outcome in this course** | **How your achievement of the outcome will be assessed**  |
| Information Literacy: You will * **revise**your search strategies and **employ** appropriate research tools,
* **integrate** relevant information from reliable sources,
* **question and evaluate** the complexity of the information environment, and
* **use** information in an ethical manner.
 | * Information Literacy related readings and resources: <http://www.marshall.edu/fys/textbook-readings-and-resources/>
 | * Final exam
 |
| Inquiry Based Thinking: You will * **formulate** focused questions and hypotheses,
* **evaluate** existing knowledge,
* **collect** and **analyze** data, and
* **draw** justifiable conclusions.
 | * Inquiry based thinking related readings and resources: <http://www.marshall.edu/fys/textbook-readings-and-resources/>
 | * Final exam
 |
| Integrative Thinking: You will * **make connections** among varied disciplines, domains of thinking, experiences, and situations.
* **Transfer skills** and **learning** among varied disciplines, domains of thinking, experiences, and situations.
 | * Integrative thinking related readings and resources: <http://www.marshall.edu/fys/textbook-readings-and-resources/>
 | * Final exam
 |
| Intercultural Thinking: You will * **evaluate**generalizations about cultural groups,
* **analyze** how cultural beliefs might affect communication across cultures,
* **evaluate** how specific approaches to global issues will affect multiple cultural communities, and
* **untangle** competing economic, religious, social or geographical interests of cultural groups in conflict.
 | * Intercultural thinking related readings and resources: <http://www.marshall.edu/fys/textbook-readings-and-resources/>
 | * Final exam
 |
| Metacognitive Thinking: You will * **evaluate** the effectiveness of your project plan or strategy, and
* **determine**the degree of improvement in your knowledge and skills.
 | * Read Ch 5 (CTIC): “The Marshall Experience”
* Metacognitive thinking related readings and resources: <http://www.marshall.edu/fys/textbook-readings-and-resources/>
 |  |

**Required Texts, Additional Reading, and Other Materials**

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| 1. *FYS recommended readings and resources related to the five learning outcomes:* <http://www.marshall.edu/fys/textbook-readings-and-resources/>
2. Ch 5 (CTIC): “The Marshall Experience” <http://www.marshall.edu/fys/textbook-readings-and-resources/>
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**Course Requirements/Due Dates**

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| 1. GEAR Upload (more information to come)
2. Final Exam: XX, 2015: XX-XX a.m./p.m.
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**Grading Policy**

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| I will calculate your final grade using the following weights:Informal Writing: 30%Blah blah blah: 25%Reading quizzes: 10%Blue blue blue: 25%Final Exam: 10%GEAR Upload: CR/NC (students earning NC for the GEAR upload will receive an Incomplete for the course)Percentage ranges for final grades are as follows:A = 90-100% B = 80-89% C = 70-79% D = 60-69% F = 0-59% |

**Attendance Policy**

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| Regular attendance in this class is crucial to your success as a student. The only way to benefit from class discussions and hands-on learning activities is to be here. Being present and on time for all class meetings is expected. Period.**EXCUSED ABSENCES**1. University-sponsored academic activities (performing arts, debate and individual events, honors classes, ROTC); official athletic events; other university activities (student government).
2. Student Illness or Critical Illness/Death in the Immediate Family: ”Immediate Family” is defined as a spouse/life partner, child, parent, legal guardian, sibling, grandparent or grand- child. **\*Routine doctor appointments are not excused. Appointments should be scheduled around your classes.**
3. Short-Term Military Obligation
4. Jury Duty or Subpoena for Court Appearance
5. Religious Holidays

 **Student’s Responsibility*** Provide appropriate documentation to Dean of Student Affairs for excused absence. Learn how the process works here: <http://www.marshall.edu/catalog/undergraduate/ug_10-11_published.pdf>
* Request opportunity to complete missed work **immediately upon return to class.**
* Be aware that excessive absences—whether excused or unexcused—may affect your ability to earn a passing grade.
* Regardless of the nature of the excused absence, you are responsible for completing all coursework **prior to the end of the semester**.

**Make-up work for Excused Absences** Because FYS is an interactive class, students who miss class due to University-excused activities will be provided with an alternative assignment that connects to the activities in the missed class session.**UNEXCUSED ABSENCES**🡨 **Below is the policy only for classes that meet twice per week. FYS INSTRUCTORS, please change this policy if your course meets three times per week. See full policy in the FYS Instructor HUB.** * If you miss two classes, I will issue a warning.
* If you miss a third class:
	+ You will receive an automatic one letter grade deduction in the course.
	+ We will conference to discuss your standing and develop a plan of improvement. If you meet its criteria, you may have the chance to earn back the letter grade deduction.
* If you miss a fourth class, the previous letter grade deduction stands, regardless of improvement plan results.
* Subsequent missed classes will result in an additional letter grade deduction for each absence.
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**Course Schedule**

Week One

Week Two

Final Exam Period: