



## **FYE 3001-01: Transfer Experience**

**Monday, 12:00-12:50, CH 123**

**Spring 2022**

**Course:** FYE 3001

**Instructor:** Dr. Robin Ploeger

**Course Design:** Discussion, lecture

**Website:** harvey.utulsa.edu

**Office Hours:** As needed, contact Veronica Goss at [veronica-goss@utulsa.edu](mailto:veronica-goss@utulsa.edu) or 918-631-2619 to schedule an appointment

**Office Location:** Oxley Health Sciences Facility 511 – building is located at 1215 S. Boulder in downtown Tulsa. I can meet you on campus if that is more convenient

**Office Phone:** 918-631-3170

**Cell Phone:** 918-231-7018

**Email:** [robin-ploeger@utulsa.edu](mailto:robin-ploeger@utulsa.edu)

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### **Course Description**

FYE 3001, Transfer Experience, is both an academic and personal development course that helps transfer college students develop skills necessary for making a successful academic, professional, and personal transition to TU.

### **Referenced Course Materials – No Purchase Required**

1. Selected handouts, worksheets & additional materials (provided in Harvey).
2. *CliftonStrengths for Students*, Clifton, Gallup Press, © 2017
  - a. Students will be provided access code from Shelley Faust, [shelley-faust@utulsa.edu](mailto:shelley-faust@utulsa.edu) or [successcoaches@utulsa.edu](mailto:successcoaches@utulsa.edu) during the first week of class
3. *Designing Your Life: How to Build a Well-Lived, Joyful Life*, Burnett & Evans, Knopf, © 2016.
4. *The Designing Your Life Workbook: A Framework for Building a Life You Can Thrive In*, Burnett & Evans, Clarkson Potter, © 2018.

## Student Learning Objectives

Successful completion of this course should enable you to:

1. Identify the mission, learning objectives, and services of TU.
2. Engage the services necessary to succeed in achieving educational and personal goals.
3. Understand your responsibilities in contributing to a safe campus community and cultivating a sense of community that connects you to your peers, your professors, and the greater campus.
4. Access information and resources which promote informed and appropriate academic plans and healthy social choices.
5. Analyze and apply time management and financial wellness skills.
6. Develop skills for resiliency.
7. Examine your choice of major and move toward career planning at TU and beyond.

Assignments	Points Possible
Short Weekly Assignments (10 points each) <ul style="list-style-type: none"> <li>• Bio Introduction (5 points)</li> <li>• Goals Assignment</li> <li>• Success &amp; Campus Resources Reflection</li> <li>• Study Skills &amp; Learning Styles</li> <li>• Pomodoro / Intense Study Session</li> <li>• Growth Mindset</li> <li>• Handshake</li> </ul>	65
*CliftonStrengths <ul style="list-style-type: none"> <li>• Signature Themes Results (10 points)</li> <li>• Reflection &amp; Interview (20 points)</li> </ul>	30
*Faculty Interview	30
*Alumna/Alumnus Interview	30
Career Coach Meeting	15
CareerCareers Workshop/Event	15
Financial Wellness Workshop	15
*Campus Involvement – 2x15 pts. each	30
*Values & Explore Your Major	20
*Design Your Life Plans & Reflection	60
<b>TOTAL</b>	<b>310</b>

## Assignment Descriptions

You must complete all major assignments to pass the course; failure to complete all major assignments will result in a 'F'. Major assignments are marked with an asterisk (\*) below. All assignments are due before the start of class on their due date, unless otherwise noted.

Detailed assignment instructions and submission links can be found on Harvey in the Course Content folders.

### **CliftonStrengths Assessment, Reflection & Interview\***

**(10 + 20 points)**

CliftonStrengths is an assessment tool designed by researchers to help people find and capitalize on their strengths. You will determine your top 5 strengths through assessment and use these to evaluate and understand your strengths and how to use them at TU.

### **Interview with a Faculty Member \***

**(30 points)**

You will arrange an interview with a faculty member outside of class. You will ask questions designed to help you form relationships with faculty and help to think about a plan for your future.

### **Alumna/Alumnus Interview\***

You will arrange an interview with an alum outside of class. During the interview, you will ask questions designed to help form relationships with alumni and help to think about a plan for your future.

### **Campus Involvement Assignments\***

**(15 points each)**

You will attend at least 2 programs or activities to get involved in some aspects of campus. At least one of the activities should be in person, if possible. The goal of the assignment is to get you involved on campus.

Examples of activities are below:

- Student Association Activities
- Career Services Activities
- Student Access Academic Workshop
- Center for Global Education Info session or other event - <https://global.utulsa.edu/>
- A meeting of a campus organization you are not already involved with.
- A performance of a musical group or concert
- A lecture or some other 'academic type' event
- A TU spring sports event
- Do at least 1 hour of service with True Blue Neighbors - <https://trueblueneighbors.utulsa.edu/>

If there is another event you would like to attend, you can email me for approval.

You can't use the same activity for this assignment as you do for another assignment, i.e. Cane Careers Workshop, Financial Wellness Workshop. Tutoring or similar class activities also can't be used for this assignment.

**Values & Explore Your Major\***  
**(20 points)**

This assignment will ask you to explore potential jobs you might have as well as other paths you might take. This will help you open your eyes to possibilities and also help you think about these opportunities in relationship to your values.

**Design Your Life Final Assignment\***  
**(60 points)**

Your final assignment will ask you to explore your path while at TU and beyond, developing a 5-year plan. This will help you open your eyes to possibilities and also help you feel more confident in the validity of any reasonable path you choose. This assignment will count as the final exam requirement for the course.

**Career Coach Meeting**  
**(15 points)**

You are to meet with your Career Coach and write a short reflection of topics discussed, things you were counseled to do, and what your next steps will be.

**CaneCareers Workshop/Event Assignment**  
**(15 points)**

You are to attend one workshop or event sponsored by CaneCareers this semester. See full information on Harvey.

**Financial Wellness Workshop Assignment**  
**(15 points)**

You are to attend one workshop sponsored by Financial Wellness this semester. See full information on Harvey.

**Short Weekly Assignments**  
**(65 points)**

Throughout the course you will be assigned a series of short assignments designed to help you reflect on topics and implement strategies discussed in class. The assignment details are posted on Harvey in the Course Content folders. All assignments must use proper citations, grammar, style, and computer techniques when requested.

**Grading Scale (based on percent of points earned)**

Letter grade of P = 70 – 100 percent (Pass)

Letter grade of D = 60 – 69.9 percent

Letter grade of F = 00 – 59.9 percent

**Conduct and Participation**

The proper classroom climate will assist students in developing professional habits that will contribute to their academic and future success. Therefore, the class is to have a positive,

attentive, considerate, courteous environment that is conducive to learning. **Being on time, being prepared, being alert, participating in discussion and activities, staying for the full class time, turning in neat, typed, error-free assignments on the assigned due date and time, and generally contributing to the learning experience of one's classmates are desirable behaviors.**

This is a discussion-based class. Participation is expected. Below are some descriptions that might help you participate successfully and appropriately:

- **Preparation and Focus:** reflects an engagement with material and what it asks us to think about.
- **Commitment to Community:** reflects a commitment to listening to the discussion at hand, attempting to build on the conversation and draw others in; this might take the form of asking a follow-up question, for instance. It should also ensure your commitment to creating and maintaining a safe environment for yourself and others to learn.
- **Engagement and Initiative:** reflects a commitment to engaging in discussion consistently and frequently.
- **Quality:** reflects thought beyond the surface of the subject.

### **Attendance Policy**

Roll will be taken at the beginning of each class session. You are expected attend and participate in class. If you cannot attend class for any reason, let me know ahead of time, if possible, so that alternate arrangements can be made.

### **Covid-19 Symptoms / Illness**

If you are concerned that you have COVID, stay in your residence, call Alexander Health Center for next steps. E-mail to let me know you will not be able to attend class. If you have to quarantine due to exposure, you can attend class remotely.

If you have symptoms of any illness, please do not attend class. Contact me and I will provide you a way to get the content for that class.

### **Mask Policy**

Masks will be required in this class for faculty and students. If you have a medical condition that prevents you from wearing mask, please reach out to Student Access to seek a medical waiver. Students who refuse to wear masks will be referred to the Dean of Students. This policy can be updated/changed throughout the semester dependent on a variety of factors.

### **Online Access Statement**

Many in-person courses are designated as such because they require in-person elements that cannot be substituted. If you get ill and are attending in-person classes, please fill out the Online Access Request form and Student Success will work with you and your instructors to determine if there is a way to meet course expectations online.

## **Incomplete**

Undergraduate students who are passing but who, because of serious illness or other legitimate extenuating circumstances, cannot complete their course work may, at the discretion of the instructor, receive a grade of I (incomplete). Incompletes will only be granted under extraordinary circumstances. Incompletes will not be granted to students who have been unjustifiable and excessively absent during the term or who have merely failed to complete course work.

## **Student Access and Success Team Statement**

All students are encouraged to familiarize themselves with and take advantage of services provided by The Student Success Team, including Student Access, Student Success Coaching, and tutoring. To request a student success coach to improve study skills, email [successcoaches@utulsa.edu](mailto:successcoaches@utulsa.edu). To request a tutor, email [tutoring@utulsa.edu](mailto:tutoring@utulsa.edu). Students who have or believe they may have a disability and would like to set up accommodations should contact Student Access at [studentaccess@utulsa.edu](mailto:studentaccess@utulsa.edu) to discuss their needs and facilitate their rights under the Americans with Disabilities Act and related laws.

## **Academic Misconduct Policy**

The University of Tulsa Policies and Procedures Relating to Academic Misconduct apply to this course. These policies and procedures will be enforced and penalties for academic misconduct will apply. It is in your best interest to review the full policy. The policy is available at: <https://univoftulsa.sharepoint.com/:b:/s/AcademicAffairs/academicpolicies/EY1ygtPUW2IHvBwYINisnSABz69BcUwGgdK6iFW46rCCyQ?e=RWQ9mk>

For this course, the minimum penalty for an incident of academic misconduct will be a Zero (0) on the assignment, quiz, or exam where the incident occurred. Additional penalties could be added depending on the nature and severity of the violation.

## **Weather Policy**

If there are weather issues, watch and listen for TU closings on local television and radio stations, their respective Web sites, and the TU Web site and social media channels. In general, you should assume that if the university is open, then we are having class, but it might be virtual. If the university is closed, we won't have class. In all these matters, each individual must make the decision that is best for that student regardless of any decision by anyone else or any institutional entity.

## **Academic Calendar**

<https://utulsa.edu/academic-calendar/>

## **Know Your Title IX**

Sexual misconduct is prohibited by Title IX of the Educational Amendments of 1972 ("Title IX") and will not be tolerated within the TU community. Sexual misconduct encompasses all forms of

sex and gender-based discrimination, harassment, violence, and assault, as well as dating violence, domestic violence, interpersonal violence, stalking and sexual exploitation. If you or someone you know has been harassed, assaulted, or stalked, or if you have questions about violence prevention resources available to you, please contact any of the following campus and community resources:

Title IX Coordinator 918-631-4602

Office of Violence Prevention 918-631-2324

TU Counseling and Psychological Services 918- 631-2241

Campus Security 918-631-5555

Domestic Violence Intervention Services 918-631-2965 or 918-743-5763

Tulsa Police Department 918-596-9222 or 911 (emergency situations)

For more information about your rights under Title IX, please visit our Policies and Laws page <https://utulsa.edu/sexual-violence-prevention-education/policies-laws/> on the TU website or contact the Title IX Coordinator. Every student on our campus has the right to resources. Please come forward and ask questions, report, and help us eradicate sexual misconduct and interpersonal violence by stopping the silence surrounding it.

#### **DISCLAIMER**

**This syllabus provides a general plan for this course. Based on the discretion of the instructor, deviations from this syllabus may be necessary. You will be given sufficient notice before any changes are made to the syllabus.**

### Tentative Schedule of Course Topics & Assignments

<b>Week / Date</b>	<b>Topics</b>	<b>Assignment Due at 11:59a.m.</b>
Week 1 – Jan. 10	Intro: Writing Your Chapters at TU TU Mission / Commitment	
Week 2 – Jan. 17	No Class – Martin Luther King Day	
Week 3 – Jan. 24	Orientation 2.0 Acclimating to Campus Introduce Clifton Strengths Introduce CaneCareers & Financial Wellness Workshop Assignments	Bio Introduction Assignment TU Commitment / Goals Assignment
Week 4 – Jan. 31	CliftonStrengths Introduce Faculty Interview Assignment	Campus Resources Reflection Assignment Complete CliftonStrengths Assessment
Week 5 – Feb. 7	Academic Rigor at TU: Study Skills	CliftonStrengths Reflection & Interview Assignment
Week 6 – Feb. 14	Managing Commitments / Time Management	
Week 7 – Feb. 21	Values / Explore Your Major Introduce Alum Interview Assignment	Study Skills & Learning Styles Assignment Pomodoro/Intense Study Session Assignment
Week 8 – Feb. 28	Career Services: Hitting the Ground Running in Your Major	Values & Explore Your Major Assignment
Week 9 – Mar. 7	Growth Mindset: If at First You Don't Succeed Introduce Alum Interview Assignment	Faculty Interview Assignment – due Mar. 11
Week 10 – Mar. 14	No Class – Spring Break	
Week 11 – Mar. 21	No Class	Handshake Assignment Growth Mindset Reflection Assignment
Week 12 – Mar. 28	Graduate School Visit	
Week 13 – Apr. 4	No Class	Career Coach Meeting Assignment
Week 14 – Apr. 11	No Class	Alumna/Alumnus Interview Assignment
Week 15 – Apr. 18	Design Your Life	CaneCareers Workshop/Event Reflection Assignment Financial Wellness Workshop Reflection Assignment
Week 16 – Apr. 25	Design Your Life	Campus Involvement Assignments Final Design Your Life Assignment – due May 2