

ENGR 100 – First Year Engineering Seminar

Instructor: Dr. Lee K. Rynearson

Office: 208 Carrie Rich

Email: ryneearson@campbell.edu

Office Hours: TBD

Tutors: Sunday-Thursday 7-10PM in Carrie Rich Collaborative Commons

Class Location: Carrie Rich 126

Times: TBD

Required Text: None

Required Additional Materials: Laptop computer meeting School of Engineering specifications

Prerequisites: None

Note: The syllabus serves as a guide for the course. However, the instructor reserves the right to adjust, add, or omit any portion as they may deem appropriate for the effectiveness of the class.

Course Overview

Course Description: This course is designed to facilitate students' integration into the learning community of the university. The course enhances students' skills for academic success in engineering, develops students' understanding of engineering and university culture, fosters students' meaningful educational engagement in engineering, familiarizes students with engineering careers, introduces students to engineering professionalism and ethics, and promotes behaviors important for academic success in engineering. The course encourages students to participate actively in the engineering program and the university and to reflect upon their experiences.

This course supports the Campbell University mission, which can be seen at <https://www.campbell.edu/mission>.

Course Learning Outcomes: Students completing ENGR 100 with a passing grade will be able to:

- demonstrate basic understanding of engineering careers, professionalism, and ethics
- discuss the School of Engineering mission, vision, and values
- reflect critically on personal goals and identity
- demonstrate an improved ability to communicate through writing
- demonstrate knowledge of and the ability to apply effective study skills
- identify motivations for success in college
- engage with others in the university community
- prepare a plan of study for engineering at Campbell University

Class Behavior:

You are expected to maintain basic standards of conduct:

- (1) Arrive at class on time and remain until dismissed by the instructor.
- (2) Refrain from behavior (such as off-topic conversations) that could distract classmates or disrupt the class.
- (3) Cell phones, laptop computers, or other electronic devices should only be used for class purposes, and when approved by the instructor.
- (4) Food or drinks are allowed in the classroom, but care should be taken that eating and drinking is clean, quiet, and not distracting to others.

Note that poor class behavior can result in being assigned an unexcused absence, including a reduction in your final course grade.

Course Expectations:

You are further expected to:

- Be an active problem solver, contributor, and discussant in class;
- Be prepared and accountable for class by studying the assigned material ahead of time and being able to answer questions related to the material;
- Be accountable for any assigned reading materials, whether or not they are explicitly discussed in class;
- Have a public presence in the class;
- Attend class because of a community expectation;
- Be cooperative with your classmates and work with them, not compete against them;
- Learn interdependently with your peers and any course team you may be assigned to;
- Work with your peers, as well as the faculty and staff, to learn the course material.

Attendance: The University attendance policy states that a student must attend 85% of class meetings in order to receive credit for a course. However, for this course, there is a clear expectation that you will attend 100% of class meetings. **After two unexcused absences, each subsequent unexcused absence will result in a full letter grade being deducted from your final course grade. An absence is entering class more than 15 minutes late; a tardy is entering class more than 5 minutes late. One tardy counts as ½ an absence.**

Excused Absences and/or Late Submissions:

If you must miss class for any reason, **you should notify me as soon as possible** and provide either a university-sponsored event excuse or official documentation from a trusted source like your doctor. I reserve the right to refuse to excuse an absence or accept a late submission if a student fails to have a valid excuse or if a student fails to provide the proper documentation. I recommend notifying me several days in advance.

Internet/Email Requirements: Students must regularly monitor their **Campbell email account**. Important information or instructions may be emailed to these accounts. You are responsible for any emailed information 24 hours after it is mailed. Please only use your Campbell email address when you email me.

Blackboard: Important course materials (syllabus, handouts, review sheets, etc.) will be posted on the course Blackboard site. You must check the site on a regular basis and you are responsible for all material and announcements posted there.

Course Grading

Grading Scale:

A	90 - 100
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B	80 - 89
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C	70 - 79
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D	60 - 69
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F	0 - 59
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Grade Breakdown:

Homework & Quizzes (75%): Some assignments will be graded by completion, and some assignments will be assigned scores, and many assignments will be peer evaluated. Which assignments fall into each category may not be announced ahead of time. Quizzes may or may not be announced ahead of time – it is the student's responsibility to come prepared for class.

Final Reflection (15%): This capstone assignment will require you to synthesize and discuss the impact of previous assignments.

Participation (10%): All students are expected to regularly contribute to the class regularly across the term.

Grade Review:

Students may request regrading of an assignment for **up to one week after the assignment is returned**. Students are required to follow the formal redress process and provide specific evidence of grading error. Frivolous redress requests from specific students may result in refusal to consider further redresses from these individuals, at the instructor's discretion.

Grade Adjustments:

At the end of the term, numerically calculated grades for each student may be adjusted by a small amount (typically <2%), **exclusively upwards**, based on some aspects of class behavior and performance. Such aspects include exemplary in-class behavior, strong or perfect attendance record (excused absences do not count against your attendance record), working well in group or team assignments, student effort, and student growth in the course.

Unexcused Late Submission:

- Late submissions will not be accepted for quizzes or other in-class activities or assignments. Any such assignments missed will receive a grade of zero (0). Exception: excused absences.
- Homework will not be accepted late for credit, but may be submitted late for feedback. Exception: documented extenuating circumstances.
- The final reflection will be accepted with a 5% penalty up to 15 minutes after the time due, and with a 30% penalty up to 24 hours late. Failure to submit the final reflection within 24 hours of the due date will result in a grade of zero (0).

Late electronic submissions should be sent to my email. Late paper submissions should be brought to my office. It is permissible to put assignments under my door if I am not present to receive them, but to guarantee timely receipt it is recommended that such work be given to Kerry Prodorutti so that she can document the time of submission.

Make-up Work / Extra Credit:

On rare occasions I offer make-up work or extra credit to students who might otherwise fail the course or suffer severe grade consequences for a specific mistake. My policy is that any make-up assignments should be of comparable or greater difficulty than the work or assignment it replaces or makes-up for, while covering similar relevant class material at greater depth. "Greater depth" means that the assignment should take five to ten times longer than the original assignment. Such assignments are offered solely at my discretion and their availability should not be assumed.

Academic Integrity

Integrity and Class Conduct: All students are subject to the academic integrity and behavioral expectations of the University. Cheating in any form is a serious offense and will result in severe consequences. The academic conduct policy can be viewed in the Academic Catalog.

Teamwork and Collaborative Learning:

Please pay special attention to the following paragraph regarding teamwork (or working collaboratively with others). In the Campbell University School of Engineering we encourage students to work together and frequently require team projects. This is done because it has been shown that students learn more effectively while working together. Since course grades are not competitively assigned, there is no disadvantage for helping someone else. However, there is, at times, confusion over when it is OK to "collaborate with a teammate (or someone in the course)" and when collaborating with someone else turns into academic dishonesty.

When an assignment specifies that it is:

1. an **ALL-CLASS Assignment** – you should feel comfortable talking to anyone in the course (and working side-by-side with them) about any aspect of an assignment. In such cases all individuals involved in the assignment should be acknowledged by name in the materials submitted.
2. a **TEAM Assignment** – you should feel comfortable talking to anyone on your team (and working side-by-side with them) about any aspect of an assignment. In such cases all individuals involved in the assignment should be acknowledged by name in the materials submitted.
3. an **INDIVIDUAL Assignment** – you should feel comfortable talking to anyone in the course about an assignment to gain **conceptual insight only**. Any act other than having a "conceptual conversation," even if mutually agreed upon, would be considered academic dishonesty.

If the nature of a specific assignment (Team, Individual, etc.) or a 'conceptual conversation' is unclear to you, you should consult your course instructor prior to collaborating with other students.

Modification or Accommodations:

Students with documented disabilities who desire modifications or accommodations must contact the Office of Disability Services located in the University's Student Services Building (between Carter Gym and the Wallace Student Center). No accommodations will be made without approval through this office. A medical, psychological or other diagnosis may rise to the level of a disability if it *substantially limits* one or more major life functions, one of which is learning. A disability may be temporary or ongoing. Please contact Disability Services for more information if you believe you may need services.

For disability services, contact:

Laura Rich, Director, Disability Services
Student Services Bldg.
910-814-4364, or richl@campbell.edu

Academic Support:

To aid in student success, Campbell University also aims to provide exceptional academic student support. Academic Support Services offers tutoring, supplemental instruction, coaching and other academic support programs and services to all students. Students are able to request these services through the Student Success website, Starfish or receive a referral from faculty.

For academic support please contact:

Dr. Bernice Alston, Director, Academic Support Services
Student Services Bldg., Rm. 113
910-814-4358 or balston@campbell.edu

Shirley Parker, Assistant Director, Academic Support Services Student Services Bldg., Rm. 114
910-814-4363 or sparker@campbell.edu

Counseling Services:

All main campus undergraduate students can receive free confidential counseling through Counseling Services. To make an appointment, visit the office located at 233 Leslie Campbell Avenue (brick house beside Memorial Baptist Church and across from Bob Barker Hall) or call 910-814-5709.

Inclement Weather Policy:

Campbell University maintains an inclement weather policy to address adverse weather conditions. The policy is stated in the Student Handbook. Radio, television (WTVD-Durham-Channel 11, WRAL-Raleigh-Channel 5, WNCN-Raleigh-Channel 17, WRDC-Raleigh/Durham-Channel 28 and TWC News Cable Channel 14, Raleigh/Durham/Fayetteville), the Campbell webpage, and a telephone hotline (*on campus* dial 5700; *local, but not on campus* dial 910-814-5700; *long distance* dial 1-800-760-8980 then dial: 5700) are used to relay information concerning cancellation of classes due to inclement weather. Also, if inclement weather results in changes to class schedules or residential or dining option changes, a message will be posted via the website at campbell.edu/weather, Facebook, Twitter, and through our inclement weather line.