

# Syllabus

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## Course Information

Course Number: 399

Course Title: High-Impact Experience

Section: 500

Time: n/a

Location: n/a

Credit Hours: 0

## Instructor Details

Instructor: Shawna Thomas

Office: 319 Peterson

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## Course Description

Participation in an approved high-impact learning practice; documentation and self-assessment of learning experience.

## Course Prerequisites

Junior or senior classification; also taught at Galveston campus.

## Special Course Designation

None

## Course Learning Outcomes

During this course, you will:

- **Identify** characteristics of your high-impact learning experience  
*Examples include a deepened understanding of knowledge through purposeful tasks, extended and substantive interactions with faculty and peers, interactions with people who are different than themselves, collaborative learning with frequent feedback, and opportunities to apply knowledge in different settings.*
- **Describe and discuss** the impact of your high-impact learning experience on yourself

Learning outcomes will be assessed through a self-reflection assignment.

## Textbook and/or Resource Materials

None

## Grading Policy

This course will be graded on a pass/fail (S/U) basis only.

To achieve a passing grade, you must:

- have an approved high-impact learning experience and
- submit an acceptable self-reflection as well as acceptable external documentation by the last day of classes.

Both the reflection and external documentation must be determined to be acceptable in order to receive an "S" grade in the class. The course instructor will determine whether any submission will count as "successful completion" or "incomplete."

Submissions deemed "incomplete" will be returned to the student for revision and resubmission. All submissions **and** resubmissions must be submitted by the last day of classes to be considered for grading.

## Late Work Policy

Submissions will be accepted until the last day of class without penalty. No submissions or re-submissions will be accepted after the last day of classes.

Work submitted by a student as makeup work for an excused absence is not considered late work and is exempted from the late work policy (**Student Rule 7** (<https://student-rules.tamu.edu/rule07/>)).

## Course Schedule

The purpose of this course is to submit reflection and documentation about an **already-completed** experience satisfying the Department of Computer Science and Engineering's High-Impact Experience requirement. See the Department's statement of policy on what experiences meet this requirement, which is included in this course's materials.

The assignments for the course are:

1. **Activity checker survey** to double check that your completed activity can count as a high-impact experience.
2. **ENGR[x] submission quiz** to denote what your activity was, provide external documentation of activity completion, and reflect on your experience.
  - Your **external documentation** of successful activity completion should be a letter, email, transcript, certificate, or other material **generated by the sponsor** of the experience **confirming your participation and successful completion** of the experience. (It cannot be an offer letter as offer letters do not confirm successful completion.)
  - Your **self-reflection** discusses the overall experience and impact on your learning **using the template provided** on Canvas.

Although assignment due dates are set, this is intended to be advisory. Submissions will be accepted until the last day of classes without penalty. No submissions or resubmissions will be accepted after the last day of classes for the semester.

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## University and Course Policies

### Course Copyright

The materials used within this course are copyrighted. These materials include, but are not limited to, the syllabus, quizzes, assignments, activity descriptions, online content, course videos, audio and visual recordings of classes, etc. Because these materials are copyrighted, you do not have the right to copy or distribute these materials, unless permission is expressly granted.

### Attendance Policy

The university views class attendance and participation as an individual student responsibility. Students are expected to attend class and to complete all assignments.

Please refer to **Student Rule 7** (<https://student-rules.tamu.edu/rule07/>) in its entirety for information about excused absences, including definitions, and related documentation and timelines.

## Makeup Work Policy

Students will be excused from attending class on the day of a graded activity or when attendance contributes to a student's grade, for the reasons stated in Student Rule 7, or other reason deemed appropriate by the instructor.

Please refer to **Student Rule 7** (<https://student-rules.tamu.edu/rule07/>) in its entirety for information about makeup work, including definitions, and related documentation and timelines.

Absences related to Title IX of the Education Amendments of 1972 may necessitate a period of more than 30 days for make-up work, and the timeframe for make-up work should be agreed upon by the student and instructor" (**Student Rule 7, Section 7.4.1** (<https://student-rules.tamu.edu/rule07/>)).

"The instructor is under no obligation to provide an opportunity for the student to make up work missed because of an unexcused absence" (**Student Rule 7, Section 7.4.2** (<https://student-rules.tamu.edu/rule07/>)).

Students who request an excused absence are expected to uphold the Aggie Honor Code and Student Conduct Code. (**See Student Rule 24** (<https://student-rules.tamu.edu/rule24/>)).

## Academic Integrity Statement and Policy


"An Aggie does not lie, cheat or steal, or tolerate those who do."

"Texas A&M University students are responsible for authenticating all work submitted to an instructor. If asked, students must be able to produce proof that the item submitted is indeed the work of that student. Students must keep appropriate records at all times. The inability to authenticate one's work, should the instructor request it, may be sufficient grounds to initiate an academic misconduct case" (**Section 20.1.2.3, Student Rule 20** (<https://aggiehonor.tamu.edu/Rules-and-Procedures/Rules/Honor-System-Rules/>)).

### Texas A&M at College Station

You can learn more about the Aggie Honor System Office Rules and Procedures, academic integrity, and your rights and responsibilities at [aggiehonor.tamu.edu](https://aggiehonor.tamu.edu/) (<https://aggiehonor.tamu.edu/>).

### Texas A&M at Galveston

You can learn more about the Honor Council Rules and Procedures as well as your rights and responsibilities at [tamug.edu/HonorSystem](https://www.tamug.edu/HonorSystem/)  (<https://www.tamug.edu/HonorSystem/>).

## Americans with Disabilities Act (ADA) Policy

Texas A&M University is committed to providing equitable access to learning opportunities for all students. If you experience barriers to your education due to a disability or think you may have a disability, please contact Disability Resources office on your campus (resources listed below). Disabilities may include, but are not limited to attentional, learning, mental health, sensory, physical, or chronic health conditions. All students are encouraged to discuss their disability related needs with Disability Resources and their instructors as soon as possible.

### Texas A&M at College Station

Disability Resources is located in the Student Services Building or at (979) 845-1637 or visit [disability.tamu.edu](https://disability.tamu.edu/) (<https://disability.tamu.edu/>).

### Texas A&M at Galveston

Disability Resources is located in the Student Services Building or at (409) 740-4587 or visit [tamug.edu/Counsel/Disabilities.html](https://www.tamug.edu/Counsel/Disabilities.html)  (<https://www.tamug.edu/Counsel/Disabilities.html>).

## Title IX and Statement on Limits to Confidentiality

Texas A&M University is committed to fostering a learning environment that is safe and productive for all. University policies and federal and state laws prohibit gender-based discrimination and sexual harassment, including sexual assault, sexual exploitation, domestic violence, dating violence, and stalking.

With the exception of some medical and mental health providers, all university employees (including full and part-time faculty, staff, paid graduate assistants, student workers, etc.) are Mandatory Reporters and must report to the Title IX Office if the employee experiences, observes, or becomes aware of an incident that meets the following conditions (see [University Rule 08.01.01.M1](https://rules-saps.tamu.edu/PDFs/08.01.01.M1.pdf) (<https://rules-saps.tamu.edu/PDFs/08.01.01.M1.pdf>)):

- The incident is reasonably believed to be discrimination or harassment.
- The incident is alleged to have been committed by or against a person who, at the time of the incident, was (1) a student enrolled at the University or (2) an employee of the University.

Mandatory Reporters must file a report regardless of how the information comes to their attention – including but not limited to face-to-face conversations, a written class assignment or paper, class discussion, email, text, or social media post. Although Mandatory Reporters must file a report, in

most instances, a person who is subjected to the alleged conduct will be able to control how the report is handled, including whether or not to pursue a formal investigation. The University's goal is to make sure you are aware of the range of options available to you and to ensure access to the resources you need.

### Texas A&M at College Station

Students wishing to discuss concerns in a confidential setting are encouraged to make an appointment with **Counseling and Psychological Services** (<https://caps.tamu.edu/>) (CAPS).

Students can learn more about filing a report, accessing supportive resources, and navigating the Title IX investigation and resolution process on the University's **Title IX webpage** (<https://titleix.tamu.edu/>).

### Texas A&M at Galveston

Students wishing to discuss concerns in a confidential setting are encouraged to make an appointment with the Counseling Office in the Seibel Student Center, or call (409)740-4587. For additional information, visit **tamug.edu/Counsel** ➞ (<https://www.tamug.edu/Counsel/index.html>).

Students can learn more about filing a report, accessing supportive resources, and navigating the Title IX investigation and resolution process on the Galveston Campus' **Title IX webpage** ➞ (<https://www.tamug.edu/hrd/Title%20IX.html>).

## Statement on Mental Health and Wellness

Texas A&M University recognizes that mental health and wellness are critical factors that influence a student's academic success and overall wellbeing. Students are encouraged to engage in healthy self-care by utilizing available resources and services on your campus.

### Texas A&M College Station


Students who need someone to talk to can contact Counseling & Psychological Services (CAPS) or call the TAMU Helpline (979-845-2700) from 4:00 p.m. to 8:00 a.m. weekdays and 24 hours on weekends. 24-hour emergency help is also available through the 988 Suicide & Crisis Lifeline (988) or at **988lifeline.org** ➞ (<https://988lifeline.org/>).

### Texas A&M at Galveston

Students who need someone to talk to can call (409) 740-4736 from 8:00 a.m. to 5:00 p.m. weekdays or visit **tamug.edu/Counsel** ➞ (<https://www.tamug.edu/Counsel/index.html>) for more information. For 24-hour emergency assistance during nights and weekends, contact the TAMUG Police Dept at (409) 740-4545. 24-hour emergency help is also available through the 988 Suicide & Crisis Hotline (800-273-8255) or at **988lifeline.org** ➞ (<https://988lifeline.org/>).

## Classroom Access and Inclusion Statement

Texas A&M University is committed to engaged student participation in all of its programs and courses and provides an accessible academic environment for all students. This means that our classrooms, our virtual spaces, our practices and our interactions are as inclusive as possible and we work to provide a welcoming instructional climate and equal learning opportunities for everyone. If you have an instructional need, please notify me as soon as possible.

The Aggie Core values of respect, excellence, leadership, loyalty, integrity and selfless service in addition to civility, and the ability to listen and to observe others are the foundation of a welcoming instructional climate. Active, thoughtful and respectful participation in all aspects of the course supports a more inclusive classroom environment as well as **our mutual**  ([https://www.tamug.edu/studentrules/Students\\_Rights\\_Responsibilities.html](https://www.tamug.edu/studentrules/Students_Rights_Responsibilities.html)) responsibilities to the campus community.

## Statement on the Family Educational Rights and Privacy Act (FERPA)

FERPA is a federal law designed to protect the privacy of educational records by limiting access to these records, to establish the right of students to inspect and review their educational records and to provide guidelines for the correction of inaccurate and misleading data through informal and formal hearings. Currently enrolled students wishing to withhold any or all directory information items may do so by going to **howdy.tamu.edu** (<https://howdy.tamu.edu/>) and clicking on the "Directory Hold Information" link in the Student Records channel on the MyRecord tab. The complete **FERPA Notice to Students** (<http://registrar.tamu.edu/Catalogs%2C-Policies-Procedures/FERPA/FERPA-Notice-to-Students#0-StatementofRights>) and the student records policy is available on the Office of the Registrar webpage.

Items that can never be identified as public information are a student's social security number, citizenship, gender, grades, GPR or class schedule. All efforts will be made in this class to protect your privacy and to ensure confidential treatment of information associated with or generated by your participation in the class.

Directory items include name, UIN, local address, permanent address, email address, local telephone number, permanent telephone number, dates of attendance, program of study (college, major, campus), classification, previous institutions attended, degrees honors and awards received, participation in officially recognized activities and sports, medical residence location and medical residence specialization.

