

**Dakota College at Bottineau Course Syllabus
Spring 2020**

Course Prefix/Number/Title: UNIV 101-102-201-202 Leadership through Service

Course Description:

The development of occupational knowledge and skills through activities that may include seminars, field trips, public service and/or work experience. Individual and group meetings are held to monitor each student's assigned activities. Students will be introduced to methods of improving social, political, community and family life through this student organization. The purpose of the service-learning experience is to give students the opportunity to apply course concepts in a real world setting and provided needed services while collaborating with community partners.

Course Objectives:

- Develop an understanding and appreciation of the issues and needs of the populations served by our selected community partners.
- Work with community partners to identify a specific need that can be addressed through student involvement.
- Develop and implement a project designed to respond to that identified need.
- Develop an awareness and understanding of one's multiple roles and responsibilities as a citizen of a community.
- Develop leadership, interpersonal, and professional skills
- Engage students in actual leadership situations.
- Learn methods of improving social, political, community, and family life.
- Improve communication and critical thinking skills.
- Appreciate differences among people and foster interpersonal development

Instructor: Professor Russ Gagnon, 852-3463, not after 9 p.m.

Office: Minot Campus Administration Building Room 160

Office Hours: TuTh 2-3, W 12-2, F 12-1

Phone: 800-777-0750 ext:4338 or 701-858-4338, Fax: 701-858-4232,

Email: russ.gagnon@ndus.edu

Lecture/Lab Schedule: One evening per month with one project due per month.

Textbook(s): None.

Course Requirements: Students are expected to be actively engaged in the learning process, in class, and in the community. Class participation is required and essential. Students are graded in class participation and point accumulation.

Grading Procedure:

Service Learning Volunteer hours (16 hours x 10 points)	160 points
Monthly electronic reflections (4 reflections x 20 points)	80 points
Mid-term verification log and plan	10 points
Meeting attendance (4 meetings x 15 points)	60 points
Final project	<u>60 points</u>
Total points	370 points

Grading Scale

90-100% =A 80-89% =B 70-79%= C 60-69%= D 0-59% =F

Course Assignment and Requirements

Service Learning Assignment: The majority of work for this course will stem from the serving learning experiences. Students will be required to work 4 hours a month during the semester for a minimum of 16 hours with 2+ hours a month for meeting attendance.

- Once you have started your service-learning experience, you will be required to submit monthly structured reflections in an electronic format detailing the 4 hours of service learning and committee meetings.
- Students are responsible for recording their service hours.
- A mid-term verification log of hours and plan is required.
- As part of your final project, you will thoughtfully describe your service learning experience in 3 slides.
- Final Assignment due May 8, 2020

Relationship to Campus Theme:

Students will better understand the nature of their community and its needs. Through the use of technology students will manage their learning portfolio. Students will also understand how to utilize new ideologies and tools to their benefit, as well as the benefit of the world and society as a whole as emerging leaders.

Classroom Policies:

Missed Classes: Attendance is required. Unannounced quizzes, tests, and class projects can be made-up only when the instructor excuses students prior to class. You are responsible for the activities of each class period. If you know of a conflict ahead of time, you are welcome to submit assignments early. Recognizing the importance of student participation and interaction with classmates, excessive absences necessitate failure in the class.

Assignments: All assignments are due at the beginning of class on the date due unless specified prior. Late assignments receive one-half credit minus errors. All late assignments are due before the final examination is administered. Make sure the class name, your name, date due, and exercise number appears in the upper-right corner. If handing in multiple pages, sequence them according to the order in the exercise, and staple in the upper left corner.

Electronic Devices: Turn off or mute cellular phones and pagers, NO TEXTING during class, prior permission for computer use is required. I will have my cell phone on for campus emergency notifications. While working with the community, do not use your cell phone/computer unless necessary and appropriate.

Academic Dishonesty and Grade Appeals: plagiarism and cheating are serious offenses and may be punished by failure on exam, paper or project; failure in course; and/or expulsion from the university. For more information, refer to the "Academic Dishonesty" or "Grade Appeal" policy in the university catalog or the student handbook online: <http://www.dakotacollege.edu/handbook/>

Student Email Policy: Dakota College at Bottineau is increasingly dependent upon email as an official form of communication. A student's campus-assigned email address will be the ONLY one recognized by the campus for official mailings. The liability for missing or not acting upon important information conveyed via campus email rests with the student.

Disabilities and Special Needs: If you have any condition, such as a physical or learning disability, for which you need extra assistance, please see me immediately. If you have already met with Student Development personnel, please provide me with information regarding your special needs as soon as possible so that I can make appropriate accommodations.

Title IX: Dakota College at Bottineau (DCB) faculty are committed to helping create a safe learning environment for all students and for the college as a whole. If you have experienced any form of gender or sex-based discrimination or harassment, including non-consensual sexual intercourse, sexual harassment, relationship violence, or stalking, know that help and support are available. DCB has staff members trained to support survivors in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, and more. The College strongly encourages all students to report any such incidents to the College Title IX Coordinator.

Please be aware that all DCB employees (other than those designated as confidential resources such as advocates, counselors, clergy and healthcare providers) are required to report information about such discrimination and harassment to the College Title IX Coordinator. This means that if you tell a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the College's Title IX Coordinator. If you wish to speak to a confidential employee who does not have this reporting responsibility, you can find a list of resources on the Title IX website. www.dakotacollege.edu/student-life/safety/title-ix

Relationship to Campus Theme: Dakota College at Bottineau emphasizes nature, technology, and beyond as a focus for the unique blend of courses and programs offered here. This course will emphasize communications and the diverse makeup of the academic community, which enhances the "Human" nature.