



**Course Prefix/Number/Title:** UNIV 101 – Leadership through Service – Online Course

**Number of Credits:** 1 credit

**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.

**Pre-/Co-requisites:** None

**Course Objectives**

- Develop and 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:** Jenna Arnold

**Office:** Minot State University Campus, Memorial Hall, Room #203P, Minot, ND

**Office Hours:** By appointment

**Phone:** 575-680-4711

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**Lecture/Lab Schedule:** Four monthly modules online in Blackboard.

**Textbooks:** None

**Course Requirements**

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

**Lecture/Lab Schedule**

First Assignment: Introductions & Getting Involved Assignment

10 points

Service Learning/Volunteer Experience Hours (16 hours X 10)	160 points
Monthly Reflection: Service Learning/Volunteer Experience Assignment (4 reflections x 20 points)	80 points
Mid-Term Hour Log Verification	10 points
Module Assignments (4 module assignments x 15 points)	60 points
Final Project	60 points
<b>Total Points</b>	<b>380 points</b>

### Grading Scale

90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
Less than 60%	F

### Course Assignment and Requirements

**Service Learning Assignment:** The majority of work for this course will stem from the service learning experiences. Students will be required to work four hours a month during the semester for a minimum of 16 hours with 2+ hours a month for module assignments.

- Once you have started your service learning experience, you will be required to submit monthly structured reflections online detailing the 4 hours of service learning and module assignments.
- 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. The scoring rubric will be posted in Blackboard.

### 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

If a student cannot submit their modules by the due dates provided, he/she must contact the instructor within 24 hours prior to the due date. Submitting module assignments on due dates provided and participation is expected. Students are expected to turn in all assignments on time. Points will be deducted for late assignments.

### 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.

### Academic Integrity

According to the DCB Student Handbook, students are responsible for submitting their own work. Students who cooperate on oral or written examinations or work without authorization share the responsibility for violation of academic principles, and the students are subject to disciplinary action even when one of the students is not enrolled in the course where the violation occurred. The Code detailed in the Academic Honesty/Dishonesty section of the Student Handbook will serve as the guideline for cases where cheating, plagiarism or other academic improprieties have occurred.

**Plagiarism:** To plagiarize is to “steal and pass off the ideas or words of another as one’s own” (Webster’s Dictionary. **Plagiarism will not be tolerated in this course.** When completing a research paper, it is necessary to cite all information gathered from other sources – including direct quotations and paraphrases – within the text of the paper using parenthetical notes at the end of the documents in a works cited list. A handout regarding the MLA guidelines is available at the writing center if you would like further information. Students are expected to follow MLA guidelines for the research paper. If you have any questions – please contact your instructor or go to the learning center for more information. **Students found plagiarizing material will receive a “0” for the assignment.**

**Misrepresentation, fabrication, alteration, falsification, or misstatement of the contents of documents or other materials relating to academic matters or volunteer hours will not be tolerated. Students will immediately FAIL the course.**

### **Disabilities and Special Needs**

If you have any condition, such as a physical or learning disability, for which you need extra assistance, please inform me immediately. If you have already met with Student Development personnel, please provide your instructor with information regarding your special needs as soon as possible so that appropriate accommodations can be made.

### **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. 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 a student tells 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. Students wishing to speak to a confidential employee who does not have this reporting responsibility can find a list of resources on the DCB Title IX webpage.