

**Course Prefix/Number/Title:** UNIV 105 First Year Experience

**Number of Credits:** 1

**Course Description:** This course is required for all freshman students and is intended to provide them with insight and information about what the institution deems are the most important concepts in student retention and positive student outcomes.

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

**Course Objectives:** As a two-year college, Dakota College at Bottineau subscribes to a philosophy that promotes student success through faculty, staff, and student interaction. This course is formatted to foster that interaction and meet the following objectives:

- Increase student's ability to adjust to the demands of the first year of college
- Assist students in developing positive learning skills
- Expose and orient students to the programs and services available at Dakota College at Bottineau
- Inform students about policies and procedures that govern student life

**Instructor:** Beth MacDonald

**Office:** TH 114, Student Services

**Office Hours:** 9 am to 4:30 pm

**Phone:** 701-228-5426

**Email:** beth.macdonald@dakotacollege.edu

**Lecture/Lab Schedule:** Online; See course outline for details

**Textbook(s):** None

**Course Requirements:**

- Review provided course content
- Complete weekly assignments
- Final paper

**Grading Scale:**

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

**Tentative Course Outline:**

Week	Dates	Topics
1	June 6 – June 12	Syllabus Quiz
		Introduce Yourself
2	June 13 – June 19	Study Skills
		Financial Literacy
3	June 20 – June 26	Title IX
		Diversity
4	June 27 – July 3	Online Scavenger Hunt
		Bookstore
5	July 4 – July 10	Career Awareness
		Respondus Lockdown Browser
6	July 11 – July 17	Library and Information Literacy
		ProctorU
7	July 18 – July 24	Policies and Procedures
		Blackboard Collaborate Ultra
8	July 24 – July 28	Course Evaluations
		Final Paper due Thursday, July 28

**General Education Competency/Learning Outcome(s) OR CTE Competency/Department Learning Outcome(s):**

- This course aligns with Competency/Goal 2, specifically Learning Outcome 2: Uses electronic resources to solve problems.
- This course aligns with Competency/Goal 4, specifically Learning Outcome 4: Collaborates with others.

**Relationship to Campus Focus:** Nature, Technology & Beyond

- This course utilizes technology to enhance the educational environment and encourages personal growth as students embark on the adventure of being a college student.

**Classroom Policies:**

- Students are required to complete all assignments and exams as outlined.
- All weekly assignments are due on Sunday at 11:59 pm CST.
- **Late assignments will be docked 10% per day late.**
- The student is expected to communicate with the instructor via course messages.

**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.

**Disabilities or Special Needs:**

Students with disabilities or special needs (academic or otherwise) are encouraged to contact the instructor and Disability Support Services.

**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.