



**Course Prefix/Number/Title:** UNIV 102: Leadership through Service

**Number of Credits:** 1

**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. The purpose of service learning experience is to give the students the opportunity to apply course concepts in real world setting and provide needed services while collaborating with community partners.

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

**Course Objectives:**

- Demonstrate an understanding and appreciation of the issues and needs of the populations served by community partners.
- Create and implement a project designed to respond to that identified need.
- Apply leadership, interpersonal, and professional skills.
- Engage students in actual leadership situations

**Instructor:** Erika Hamilton, Ed.S.

**Office:** Thatcher 203

**Office Hours:** M/W/F 11:00-12:00. T/R 10:00-11:00

**Phone:** 701-228-5425

**Email:** Erika.hamilton@dakotacollege.edu

**Lecture/Lab Schedule:** This is an ONLINE course. Material will be posted weekly, and check in meetings will need to be scheduled to meet with the instructor.

**Textbook(s):** None

**Course Requirements:** Students are expected to be actively engaged in the learning process, in the online Blackboard class, and in their community. Class participation is required and essential to passing the course. Monthly check ins are required for the course to give updates on activities participated in, and plans for future activities.

Students will be required to set up a minimum of 16 hours of volunteer work in their communities.

**Tentative Course Outline:**

The majority of work in this course will stem from the service learning experiences. Students are required to volunteer a minimum of 16 hours during the semester.

- Hours must be approved by instructor.
- Once you have started your service learning experience, you are required to submit monthly reflections in BlackBoard.
- Students are responsible for recording their service hours.
- A midterm verification log of hours and plan is required.
- As part of your final project, you will need to describe your learning experience in a minimum of 3 slides. The scoring rubric will be available in Blackboard.

Weeks 1-4: Module 1

Weeks 5-8: Module 2

Weeks 9-12: Module 3

Weeks 13-16: Module 4

Assignment	Points
Service Learning Hours (16 hours x 10 points)	160 points
Monthly Reflections (4 reflections x 20 points)	80 points
Midterm Verification Log and Plan	10 points
Module Assignment (4 assignments x 15 points)	60 points
Final Project	50 points
<b>TOTAL POINTS</b>	<b>360 points</b>

Final Grades are based on the following scale:

90%-100% A    80%-90% B    70%-80% C    60%-70% D    <60% F

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

**CTE Competency 1:** Employs industry-specific skills in preparation for workplace readiness.

**Learning Outcome 1:** Practice skills for workplace success.

**Relationship to Campus Focus:** The campus focus of Dakota College at Bottineau is “Nature, Technology, and Beyond.” Through this class and assignments, students will better understand the nature of their communities and their needs. Technology is necessary for students to communicate and complete their readings and assignments.

**Classroom Policies:** The campus focus of Dakota College at Bottineau is “Nature, Technology, and Beyond.” Through this class and assignments, students will better understand the nature of their communities and their needs. Technology is necessary for students to communicate and complete their readings and 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.

**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.

**AI Student Policy:**

Unless otherwise indicated in the course syllabus, or in individual instructions for course assignments, or in the absence of the express consent of the course instructor, students are not allowed to utilize generative AI to help produce any of their academic work. Any violation of this policy will be considered an act of academic dishonesty as outlined within the Dakota College Code of Student Life.

**RESPONSIBILITIES**

Students	<ul style="list-style-type: none"><li>• Responsible to follow the syllabus and assignment instructions regarding use of generative AI for all academic work.</li><li>• Obtain permission of the instructor prior to the use of generative AI that is outside of the syllabus or assignment instructions. Provide appropriate rationale for how the use of generative AI will enhance the learning experience for the assignment.</li><li>• In instances where generative AI is permissible, appropriately cite the generative AI program used and indicate where in the assignment it was used, in a brief submission statement.</li></ul>
Faculty	<ul style="list-style-type: none"><li>• Determine if the use of generative AI could enhance student learning in any assignment or project.</li><li>• Clearly indicate in all course syllabi if generative AI is allowable for any academic work.</li><li>• If allowable, give specific parameters for how and when generative AI may be used.</li><li>• If a violation of generative AI for the individual course/syllabus is suspected, discuss the concern with the student. If violation is still suspected, inform the appropriate semester coordinator/program director.</li></ul>