



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: Laura Halvorson

Office: Thatcher-Library-1124

Office Hours: Tuesdays and Wednesdays 11:00AM-2:00PM

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Lecture/Lab Schedule: Lecture-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 3 – June 10	Syllabus Quiz
		Introduce Yourself
2	June 11 – June 17	Study Skills
		Financial Literacy
3	June 18 – June 24	Title IX
		Diversity
4	June 25 – July 1	Online Scavenger Hunt
		Bookstore
5	July 2 – July 8	Career Awareness
		Respondus Lockdown Browser
6	July 9 – July 15	Library and Information Literacy
		ProctorU
7	July 16 – July 22	Policies and Procedures
		Blackboard Collaborate Ultra
8	July 22 – July 26	Course Evaluations
		Final Paper due July 26

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:

- 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 Mondays at 6:00 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.

## 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</li></ul>
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	<p>of generative AI will enhance the learning experience for the assignment.</p> <ul style="list-style-type: none"> <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>