



CUH 100: First Year Experience Seminar Fall 2016

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Course Description

CUH 100 is a one-credit seminar course, open only to first-year students, which provides an introduction to the nature of a university education and a general orientation to the functions and resources of Chaminade University. The course is designed to help you adjust to college life, gain a better understanding of the learning process, and develop good academic skills that will benefit you in other classes. After this course is completed, you will possess a wide variety of tools that will help lead you to personal, professional, and academic success.

Course Learning Outcomes

Your CUH 100 instructor and Peer Mentor will guide you as you...

- **Learn about Chaminade University's distinct mission, goals of a Marianist education, academic expectations, policies and procedures.**
- **Develop interdependence** by creating mutually supportive relationships amongst your peers, with your CUH 100 instructor, Peer Mentor, and other members of the CUH community as you pursue your academic goals.
- **Accept greater personal responsibility** for the outcomes and experiences that you create in college; learn to better manage your time and energy to accomplish academic and personal goals.
- **Develop and improve skills that will help maximize your ability to learn and succeed.** Learn about and use academic support resources and enhance or gain essential study skills.
- **Explore majors and career opportunities.** Learn to explore possible majors and occupations that fit your unique passions, abilities, and values; begin to define short-term and long-term educational and career/vocational goals.

Mission Statement and Marianist Characteristics

Chaminade University offers its students an education in a collaborative learning environment that prepares them for life, work and service. Guided by its Catholic, Marianist and liberal arts educational traditions, Chaminade encourages the development of moral character and personal competencies, and the commitment to build a just and peaceful society. The University offers the civic and church communities of the Pacific region its academic and intellectual resources in the pursuit of common aims.

An education in the **Marianist Tradition** is marked by five principles:

1. Education for formation in faith
2. Provide an integral, quality education
3. Educate in family spirit
4. Educate for service, justice and peace
5. Educate for adaptation and change

Academic Honesty

Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated. We expect students to complete their own work. Chaminade University policy expects that students will not participate in any act of dishonesty and report any incidence of academic dishonesty to an instructor or to a University official. Academic dishonesty may include theft of records, alteration of grades, plagiarism, and cheating. Punishment for academic dishonesty may range from an "F" grade on the assignment to an "F" for the course to suspension or dismissal from the University. **See 2015-2016 CUH Student Handbook for complete policy.**

Accommodations for Students with Disabilities

Chaminade will provide assistance for any student with documented disabilities. Any student who believes he/she may need accommodations in this class must contact staff in the CUH Counseling Center at (808) 735-4845 (office next to Security) in order to determine if the student meets the requirements for documented disability in accordance with the Americans with Disabilities Act. It is important to contact Counseling staff as soon as possible so that accommodations are implemented in a timely fashion.

Chaminade University of Honolulu (CUH) recognizes the inherent dignity of all individuals and promotes respect for all people. Sexual misconduct, physical and/or psychological abuse will NOT be tolerated at CUH. If you have been the victim of sexual misconduct, physical and/or psychological abuse, we encourage you to report this matter promptly. As a faculty member, I am interested in promoting a safe and healthy environment, and should I learn of any sexual misconduct, physical and/or psychological abuse, I must report the matter to the Title IX Coordinator. Should you want to speak to a confidential source you may contact the following:

- Chaminade Counseling Center | 808-735-4845
- Any priest serving as a sacramental confessor or any ordained religious leader serving in the sacred confidence role.

Course Rules for Success

Be Present

To succeed in this class, you must choose to attend every scheduled class session. You should notify your instructor prior to class when illness or personal matters prevent you from attending and make arrangements to complete missed assignments. **Attendance is factored into grading for this course.** Going to class is the single most important thing you can do to ensure your success in college.

Any student who stops attending a course without officially withdrawing may receive a failing grade. Unexcused absences equivalent to more than one week may lead to a grade reduction for the course. Any absence of two consecutive weeks or more must be reported to the Provost and the Records Office by the instructor. Federal regulations require continued attendance for continuing payment of financial aid. If attendance is not continuous, financial aid may be terminated. **See 2015-2016 CUH Student Handbook for complete policy.**

Be Responsible

To succeed, you must choose to put forth your best work when completing all assignments. If you have questions, be sure to contact your faculty member or Peer Mentor well in advance and not the night before or morning of the day an assignment is due. Two-way communication is essential.

Be an Active Participant

Your participation is an important part of your learning in this course. It is expected that you will stay focused and involved in every class. Participation also includes actively listening to your classmates. Cell phones should not be seen, used or heard during class and texting is not allowed.

Course Requirements and Grading

CUH 100 is a **one credit** course, graded **Credit/No Credit (CR/NC)**. To receive Credit in this course, you will need to earn **at least 440 (out of 540) points** and complete the service experience.

Assignment	Points
Participation in Class (attendance, involved in discussions, etc.)	200
Introduction E-Mail	20
Student Health 101 subscription confirmation	20
Library Assignment	20
Participation in Community Service Experience	50
Community Service Reflection Paper	20
Meeting with CUH 100 Faculty Member	25
Lifeline Activity	25
Attend workshop assigned to your learning community	20
Meeting with non-CUH 100 faculty member	25
Create Symplicity Profile	20
Career Exploration Assignment	20
Completion of CUH 100 Culminating Project	75

WEEKLY SCHEDULE OF CLASS TOPICS AND ASSIGNMENTS

- Your name, the date, and professor's name must appear at the top of each assignment you turn in.
- Assignments are to be submitted via eCollege, unless otherwise noted on syllabus or by instructor.
Assignments should be submitted as Word documents in the eCollege dropbox; do not paste your assignment.
- **Assignments are due Tuesdays at 12:00 p.m. unless otherwise noted on syllabus or by instructor. Full, detailed explanations of all assignments follow the chart below.**
- Assignments turned in after the due date, but within one week of the original due date, will still be accepted but you are only eligible to earn half of the maximum points allowed. No credit will be given for assignments more than one week late.
- All assignments, unless otherwise noted, must be typed, double-space, 12 point font, one-inch margins.

Date	Class Topics/Assignments
WEEK 1 (week of August 22, 2016)	Introduction to Course and Review of Syllabus Introduction to Canvas Pre-Course Assessment: https://www.surveymonkey.com/r/FA16preassess
WEEK 2 (week of August 29, 2016)	Introduction to the Marianists Marianist Characteristics and Native Hawaiian Cultural Values Role of Service in our Lives DUE THIS WEEK: <ul style="list-style-type: none"> • Introduction E-mail (send prior to start of class) • Confirmation e-mail for free trial subscription to Student Health 101 • Read article(s) on value of service in DocSharing ("Mary's Farm and Urban Social Justice" and "Finding God in Unexpected Places")

WEEK 3 (week of September 5, 2016)	Introduction to the Sullivan Family Library (library tour) – <i>Meet at Library Main entrance</i>
Wednesday, September 9, 2015, 10am-2pm - G.I.V.E. Expo (Clarence T.C. Ching Conference Center, Eiben Hall)	
Saturday, September 10, 2016 – Service Experience for sections 1, 3, 4, 5, 7 (see handout for time/other details)	
WEEK 4 (week of September 12, 2016)	<p>Campus Resources First Year Student Life Survey: https://www.surveymonkey.com/r/FYFall15</p> <p>DUE THIS WEEK:</p> <ul style="list-style-type: none"> • <i>Library Assignment</i> • <i>Service Reflection Paper (September 13th service day)</i> • <i>Bring CUH Student Handbook to class</i>
Saturday, September 17, 2016 – Service Experience for sections 2, 6, 8, 9, 13, 14 (see handout for time/other details)	
WEEK 5 (week of September 19, 2016)	<p>Developing Integrity: Academic and Personal</p> <p>DUE THIS WEEK:</p> <ul style="list-style-type: none"> • <i>Service Reflection Paper (September 20th service day)</i> • <i>Lifeline Activity for meeting with CUH 100 faculty member</i>
WEEK 6 (week of September 26, 2016)	<p>Personal Energy and Time Management Developing Purpose</p> <p>DUE THIS WEEK:</p> <ul style="list-style-type: none"> • <i>Report on meeting with non-CUH 100 faculty member</i> • <i>Time Diaries (optional)</i> • <i>Sleep Workshop (learning communities 1-6): Monday, September 26, 12:30pm, Clarence T.C. Ching Conference Center (Eiben Hall)</i> • <i>Healthy Relationships & Sexuality Workshop (learning communities 7-9, 13, & 14): Wednesday, September 28, 12:30pm, Clarence T.C. Ching Conference Center (Eiben Hall)</i>
Monday, September 26, 2016, 12:30pm-1:20pm, Workshop on Sleep (Clarence T.C. Ching Conference Center) or Wednesday, September 28, 12:30pm-1:20pm, Workshop on Healthy Relationships and Sexuality (Clarence T.C. Ching Conference Center)	
WEEK 7 (week of October 3, 2016)	<p>Career Exploration</p> <p>DUE THIS WEEK:</p> <ul style="list-style-type: none"> • <i>Symlicity profile</i> • <i>Career Exploration Assignment</i>
Friday, October 7, 2016, 10am-2pm, Fall Job Fair (Clarence T.C. Ching Conference Center, Eiben Hall)	
WEEK 8 (week of October 10, 2016)	<p>Academic Advising Completing Course Registration Transition from High School to College</p> <p>DUE THIS WEEK:</p> <ul style="list-style-type: none"> • <i>Program Evaluation and Four-Year Plan (print and bring to class)</i>
WEEK 9 (week of October 17, 2016)	<p>Culminating Project Presentations</p> <p>DUE THIS WEEK:</p> <ul style="list-style-type: none"> • <i>Culminating Project Presentation</i>
WEEK 10 (week of October 24, 2016)	<p>Culminating Project Presentations Course Wrap Up Course/faculty evaluations Post Course Assessment: https://www.surveymonkey.com/r/FA16postassess</p>

ASSIGNMENTS

"Think About It" (Campus Clarity) Online Course

"Think About It" is an online, interactive workshop that will engage you in topics such as healthy relationships, sex in college, partying smart, and sexual violence. You should have received an e-mail from Campus Clarity and the Dean of Students (to your CUH e-mail account) providing you with information including how to log into the course. You will have until **Friday, September 9, 2016**, to complete the online course. *If you have further questions about "Think About It", please contact the Dean of Students at deanofstudents@chaminade.edu.*

Introduction E-mail (due week 2) – 20 points

From your Chaminade student e-mail account, you will send an e-mail to *both your CUH 100 faculty member and Peer Mentor* which includes: your name, intended major, hometown, what you are most excited about as you start college, and any concerns that you may have as you start your college years here at CUH.

Library Assignment (due week 4) – 20 points

To increase your awareness and comfort level with using the Sullivan Family Library, you will identify a topic of interest and find the following resources within the library in support of the chosen topic, 1) One *credible* internet source, 2) One academic journal article, and 3) One book. You will then submit a bibliography (via eCollege) citing these 3 resources in MLA or APA format.

Community Service Experience (September 10th or 17th) – 50 points

As a member of this class, you will spend a few hours on a Saturday (**September 10 or September 17**) participating in a group community service experience. Your entire class will be assigned to one project, and you are required to be present. You should dress comfortably in clothes that you do not mind getting dirty. It is strongly recommended that you wear close-toed shoes. Meet in front of Clarence T.C. Ching Hall for check-in and bring a water bottle.

- CUH 100 sections **1, 3, 4, 5, 7** will participate in the service experience on Saturday, **September 10, 2015.**
- CUH 100 sections **2, 6, 8, 9, 13, 14** will participate in the service experience on Saturday, **September 17, 2015.**

Service Reflection Paper – 20 points

- **September 10th Service Day – Reflection due Tuesday, September 13**
- **September 17th Service Day – Reflection due Tuesday, September 20**

A reflection paper is an informal and introspective evaluation of an event from your perspective. Unlike other academic papers that you will be required to write, this reflection paper can be written in the first person (i.e. "I felt..." or "I thought that...") and can include your personal opinions regarding the subject matter. Your paper should be at least a one-page, double spaced, summary of your thoughts submitted via eCollege.

After you have completed your community service experience, complete a reflection paper that addresses the following:

- What were your initial expectations before participating in the experience? How did your expectations change after participating?
- What was your role during the service experience and what specific skills did you use?
- Did anything about your experience surprise you? If so, what?
- What were the most difficult or satisfying parts of your work? Why?
- Do you see benefits of participating in community service work? Why or why not?
- Has the experience affected your worldview or view of that particular community? How?
- Have your career options been expanded or affected through your experience?
- What did you take away from this experience?

CUH-100 Workshops – 20 points

You will need to attend one (1) mandatory workshop. Please see workshop details below which are specific for your learning community.

- **Sleep Workshop (learning communities 1-6): Monday, September 26, 12:30pm Clarence T.C. Ching Conference Center (Eiben Hall, 2nd floor)**

- This presentation will review the importance of sleep for health and learning. The challenges to getting good sleep while in college will be discussed and practical guidelines to improving sleep will be given.
- **Healthy Relationships & Sexuality Workshop** (learning communities 7-9, 13, & 14): Wednesday, September 28, 12:30pm
Clarence T.C. Ching Conference Center (Eiben Hall, 2nd floor)
- This presentation will review what makes for healthy emotionally and physically intimate relationships. Stress will be placed on the role of communication and assertiveness as a foundation for mutually respectful relationships.

Lifeline (25 points)/Meeting with CUH 100 Faculty (due at meeting with CUH 100 faculty member) - 25 points

College is often thought of as a time of self-discovery and exploration. In order to know where we are going, we often need to look at where we have been. This activity will help you to reflect upon significant experiences in your life and how those experiences have led you to be sitting here today as a Chaminade University student. You will need to bring your Lifeline with you when you meet one-on-one with your faculty member or Peer Mentor.

- Draw a horizontal line down the middle of a blank page. This line will represent your life from birth to this point in time right now.
- Along this line, you are to indicate what you believe were the major milestones that made you the person you are now. Draw dots or vertical lines at the significant moments in your life and label these events.
- As you complete this activity, reflect upon the following questions:
 - What made these experiences significant?
 - What did you learn through these significant experiences?
 - What trends or patterns do you see in your life?

****As you think about your life, you may feel memories resurface. If you are having a strong emotional response to this activity, please talk with your instructor, a staff member, someone that you trust, or visit the Chaminade Counseling Center.*

Report on meeting with non-CUH 100 Faculty Member (due week 6) – 25 points

As a student, it is important to learn how to effectively communicate with faculty. Aside from being your course instructors, faculty can be key resources during your academic journey. Choose an instructor from one of the courses in which you are currently enrolled (outside of CUH 100). You will need to make an appointment or find out the faculty member's office hours and stop by to meet with her/him during this time. This is your opportunity to ask questions about the course you are taking, review material you may not understand, or clarify an assignment. You are to interview the faculty member and turn in a report to your CUH 100 instructor (via eCollege) containing the following information:

- Faculty member's name and field of study
- Where the faculty member went to college and what degrees s/he has earned
- How did this faculty member decide on her/his college major and eventual field of study?
- What was this faculty member's most/least favorite thing about college (undergraduate experience)?

Create Symplicity Profile (due week 8) – 20 points

Go to <http://www.chaminade.edu/careers/students>. On the left side menu, click on "Symplicity," and then "Login." **Use your CUH Student ID to register.** Follow the instructions to complete your account.

***If you have already created an account within Symplicity, you do not need to do this again.*

Career Exploration Assignment (due week 8) – 20 points

SEE ASSIGNMENT DETAILS IN CANVAS UNDER WEEK 7

Course Evaluation and Four Year Plan (print and bring to class week 7)

Program Evaluation

- Go to main Chaminade University website. Under “Academics” tab, find “Academic Advising”. From there, select “How To”, and then “Get Program Evaluation”. You will have the option to view instructions using the CUH portal or WebAdvisor. Print out the evaluation for your intended major and bring to class.

Four Year Plan

- Go to main Chaminade University website. Under “Academics” tab, find “Academic Advising”. From there, select “Four Year Plans”. Find and print out the Four Year Plan for your chosen major. If you are still exploring major options, choose the one you are most drawn to at this time.

Spring 2016 Course Registration Workshops

Workshops are scheduled for you to learn more about and get hands-on practice with registering for your spring 2016 courses.

Workshops will be held:

- Friday, October 21, 12:30pm-1:20pm, Henry Hall Room 121
- Wednesday, October 26, 12:30pm-1:20pm, Henry Hall Room 121

Space/computers are limited, so please be sure to arrive a few minutes early to secure a computer for yourself. If you miss out, visit staff in Academic Advising (CTCC Hall Room 252) for assistance or ask your Peer Mentor.

Culminating Presentation (due week 9) – 75 points

The CUH 100 course has covered a variety of topics all designed to focus on the establishment of your identity. Referencing the in-class discussions on life purpose, career exploration, and everything else that you have learned in this course, you are to create a 2-3 minute short video to be presented in class. You are encouraged to use your creativity (include images, video clips, etc.).

Your presentation will take place either week 9 or week 10, as per your CUH 100 instructor. **Your project must be turned in by week 9.** Submit your presentation via eCollege.

Your project should include the following information:

- Your life purpose(s) as you have determined at this time and why you have determined this to be your purpose. If you are unsure of your career path, include areas of interest and why you are drawn to these areas.
- How you see yourself as a person (i.e. values, beliefs) and how you would like others to see you.
- Who inspires you? Who will be your support, mentor, or guide?
- What you are passionate about and how these passions translate into your personal career goals. Be as specific as possible. Discuss the skills that you hope to develop/refine during your time here at CUH that will assist you in achieving your goals.
- How do you see yourself utilizing your talents, gifts, and academic degree to serve the greater community or world?

This project should help you begin to explore the options for involvement and skill development in and outside of the classroom at Chaminade University and the surrounding community (even the world!) during your college experience.