



Chaminade University

OF HONOLULU

CUH 100-90-4: First Year Experience Seminar - Spring 2025

Course Credits: 1

Thursday - 9:30 - 10:50

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Course Description

CUH 100 is a one-semester hour 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.

This is an online Hybrid-course that will require participation online as well as attendance at the scheduled class times.

Mission Statement

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

Course Materials

There is no textbook required for this course. Students will receive a list of readings, which will be provided by the instructor and available via Canvas.

General Education Life Skills and College Success Learning Outcomes

Students will evaluate their level of academic and social and emotional readiness for their university experience.

Student Learning Outcomes

Upon successful completion of this course, student will be able to:

1. Explain CUH's mission in the context of the students' own educational and personal values.
2. Introduce basic skills necessary for academic success at the college level.
3. Demonstrate competence in academic program and career exploration.

4. Consider perspectives of diverse groups other than your own.
5. Identify university resources and support services and academic and co-curricular achievements.
6. Develop intrapersonal and interpersonal skills toward meaningful interconnected relationships.
7. Demonstrate an awareness of sustaining a community that promotes a healthy well-being.

Course Expectations

Together, we will create a positive learning environment through:

- Being Present. Consistent course attendance and active class participation are integral in your success in this course. Attendance in this course is mandatory.
- Being Responsible and Accountable. The activities and discussions in this course are designed to help you explore your identity as a new college student, explore diverse perspectives and experiences, and to help you develop the skills and confidence to help you be successful (however you define success) in college and beyond. You must choose to put forth your best work and effort. If you have questions, be sure to contact your instructor or peer mentor well in advance.
- Being an Active Participant. Participation and meaningful engagement are an important part of learning, in general, but especially in this course. Being present, focused, and engaged in class discussions means being respectful of each other's views and time. We are all teachers and learners in our classroom. Be attentive, share, listen, and inquire.

Course Participation

This is an experiential learning course, and therefore, attending class regularly and being prepared will ensure the best results. Your grade is predicted on your active participation and attention to the following components.

- Class Readings and Daily Preparation. Readings will be assigned weekly. These readings are noted on the Course Calendar or will be assigned in class. You are expected to read the assigned material before coming to class.
- In-Class Activities. The nature of a seminar course is that the participants learn from one another. This will be an interactive course. In-class activities may include writing, group problem solving, and full class or small group discussions. Students who participate fully in all class activities will earn full credit and see the most benefit from this course.
- Outside of Class Activities. As an experiential learning course, you will engage with campus resources and opportunities outside of the classroom to make the most of your Chaminade Experience.

Time Allocation

The unit of semester credit is defined as university-level credit that is awarded for the completion of course work. One credit hour reflects the amount of work represented in the intended learning outcomes and is verified by evidence of student achievement for those learning outcomes. Each credit hour earned at Chaminade University should result in 45 hours of engagement. Direct instructor engagement and out of class work result in a total student engagement time of 45 hours for one credit.

The minimum 45 hours of engagement per credit hour can be satisfied in fully online, internship, or other specialized courses through several means, including (a) regular online instruction or interaction with the faculty member and fellow students and (b) academic engagement through extensive reading, research, online discussion, online quizzes or exams; instruction, collaborative group work, internships, laboratory work, practica, studio work, and preparation of papers, presentations, or other forms of assessment. This policy is in accordance with federal regulations and regional accrediting agencies.

Credit hour calculation

Activity Group	Hours of Engagement
In-Class Work	15 hours
Assignments	15 hours
Readings	10 hours
Final Group Presentation	5 hours
Total	45 hours

Grading Scale

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 70% of total assessment measures (>178 points).

Assignment Points

- Essays (2) – various points each = 60 points
- Assignments – various points each = 75 points
- Quizzes – various points each = 20 points
- Typing Practice – 5 points each = 50 points
- Final Exam = 50 points
- Total Points: 255

Course Policies

Late Work Policy

Late assignments may be accepted at the discretion of the instructor.

Cell phones, tablets, and laptops

Cell phones are to be turned off & not used at any time during class (this includes calls, sending and/or receiving text messages, etc.)

- During your scheduled class times for CUH 100, you are not allowed to go to **Instagram and other social media sites** unless directed to do so by the instructors.
- No reading outside materials in class.
- No working on assignments for other courses during your assigned CUH 100 computer lab time. ▪ No listening to iPods, MP3 players, etc. during class periods in the school lab.

Marianist Values

This class represents one component of your education at Chaminade University of Honolulu. An education in the Marianist Tradition is marked by five principles and you should take every opportunity possible to reflect upon the role of these characteristics in your education and development:

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

Native Hawaiian Values

Education is an integral value in both Marianist and Native Hawaiian culture. Both recognize the transformative effect of a well-rounded, value-centered education on society, particularly in seeking justice for the marginalized, the forgotten, and the oppressed, always with an eye toward God (Ke Akua). This is reflected in the 'Olelo No'ea (Hawaiian proverbs) and Marianist core beliefs

Technical Assistance for Canvas Users:

- Search for help on specific topics at help.instructure.com
- [Chat live with Canvas Support 24/7/365](#)
- Watch this [video to get you started](#) with online guides and tutorials
- Contact the Chaminade Client Services - Tech Support for technical issues:
<cstechsupport@chaminade.edu>, or call (808) 735- 4855

Disability Access

Chaminade provides assistance for any student with documented disabilities. Any student who believes he/she may need accommodations in this class must contact Kokua Ike: Center for Student Learning at (808)735-8305 or email ada@chaminade.edu. Kokua Ike is located in the Student Support Services Building. It is important to contact Kokua Ike as soon as possible so that accommodations are implemented in a timely fashion.

Title IX Compliance

Chaminade University of Honolulu 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. If you or someone you know has been harassed or assaulted, you can find the appropriate resources by visiting Campus Ministry, the Dean of Students Office, the Counseling Center, or the Office for Compliance and Personnel Services.

Attendance Policy

Students are expected to participate in the online activities each week. Students should notify their instructors when illness prevents them from participating online and make arrangements to complete missed assignments. Notification may be done by emailing your instructor and TA. More than one week of non participation must be reported to the Records Office by the instructor. Federal regulations require active attendance for continuing payment of financial aid. If attendance is not continuous, financial aid may be terminated.

Academic Conduct Policy

Any community must have a set of rules and standards of conduct by which it operates. At Chaminade, these standards are outlined so as to reflect both the Catholic, Marianist values of the institution and to honor and respect students as responsible adults. All alleged violations of the community standards are handled through an established student conduct process, outlined in the Student Handbook, and operated within the guidelines set to honor both students' rights and campus values.

Students should conduct themselves in a manner that reflects the ideals of the University. This includes knowing and

respecting the intent of rules, regulations, and/or policies presented in the Student Handbook, and realizing that students are subject to the University's jurisdiction from the time of their admission until their enrollment has been formally terminated. Please refer to the Student Handbook for more details. A copy of the Student Handbook is available on the Chaminade website.

For further information, please refer to the Student Handbook: <https://studentaffairs.chaminade.edu/wp-content/uploads/sites/28/2018-19-NEW-STUDENT-HANDBOOK.pdf>

Schedule

Date Topic	Assignments
Unit 1A: Week of January 16	Welcome!! <ul style="list-style-type: none"> ● Typing Practice One due January 16 (5 points) ● Look around Canvas and explore. (SLO 2, 7)
Unit 1B: Week of January 23	Introductions <ul style="list-style-type: none"> ● Typing Practice Two due January 23 (5 points) ● Student Introductions due January 30 (5 points) ● Chaminade Email Assignment due January 30 (10 points) (SLO 1, 2, 4, 6)
Unit 1C: Week of January 30	Skills: <ul style="list-style-type: none"> ● Typing Practice Three due January 30 (5 points) ● Getting into Self-Service (SLO 3, 5)
Unit 2A: Week of February 6	Skills: <ul style="list-style-type: none"> ● Lecture - Formatting Word Documents <ul style="list-style-type: none"> ○ Assignment - Format This Doc! Due Feb 6 (10 points) ● Preparing for your Reflection Essay!!! (SLO 2)
Unit 2B: Week of February 13	Skills: <ul style="list-style-type: none"> ● Reflection Essay: Life due February 13 (30 points) ● Typing Practice Four due February 13 (5 points) (SLO 1, 6, 7)
Unit 3A: Week of February 20	Plagiarism: <ul style="list-style-type: none"> ● Typing Practice Five due February 20 (5 points) ● Plagiarism Quiz due February 20 (20 points) (SLO 2)

<p>Unit 3B: Week of February 27</p>	<p>Plagiarism:</p> <ul style="list-style-type: none"> ● Typing Practice Six due February 27 (5 points) ● Plagiarism Summarizing due February 27 (10 points) (SLO 2)
<p>Unit 4A: Week of March 6</p>	<p>Your Future:</p> <ul style="list-style-type: none"> ● Typing Practice Seven due March 6 (5 points) ● Prepare for your First PowerPoint Assignment! (SLO 2)
<p>Unit 4B: Week of March 13</p>	<p>Your Future:</p> <ul style="list-style-type: none"> ● PowerPoint Exercise due by March 13 <ul style="list-style-type: none"> ○ Post in Discussion (10 points) ● Prepare for your SECOND Reflection Essay! (SLO 3, 4, 6)
<p>Unit 4C: Week of March 20 - 27</p>	<p>Your Future:</p> <ul style="list-style-type: none"> ● Typing Practice Eight due March 20 (5 points) ● Work Reflection Paper due by March 27 (30 points) (SLO 2, 3, 5)
<p>Unit 5A: Week of April 3</p>	<p>Mission and Identity of Chaminade University:</p> <ul style="list-style-type: none"> ● Typing Practice Nine due April 3 (5 points) ● Read biographies of the Family of Mary Founders (SLO 1, 2, 4, 7)
<p>Unit 5B: Week of April 10</p>	<p>Mission and Identity of Chaminade University:</p> <ul style="list-style-type: none"> ● Group Work Day! <ul style="list-style-type: none"> ○ Group Powerpoint of Founder due next week!! (SLO 1, 2, 4, 6, 7)
<p>Unit 5C: Week of April 24</p>	<p>Mission and Identity of Chaminade University:</p> <ul style="list-style-type: none"> ● Typing Practice Ten due April 24(5 points) ● Group Powerpoint of Founder due April 24 (20 points) (SLO 1, 2, 4, 6, 7)
<p>EXTRA CREDIT:</p>	<p>Mission and Identity of Chaminade University:</p> <ul style="list-style-type: none"> ● Read Marianist Educational Values. Discussion post due May 1 (10 points) (SLO 1, 2, 4, 6, 7)
<p>Unit 6: Week of April 28 - May 1</p>	<p>Final Weeks:</p> <ul style="list-style-type: none"> ● Final Exam Open from April 28 - May 1 (50 points)