

Syllabus ENGR 181 – Craig & Galen Brown Engineering Honors (EH) Seminar I – Spring 2020

Class Meeting:

Tuesdays 3:55pm-5:10pm in ZACH 297 - Chevron Room
(see more detail in the section 'Class Meeting Schedule' below)

Class Webpage:

<https://engineering.tamu.edu/academics/eh/seminar/index.html>

Grading: Satisfactory (S) / Unsatisfactory (U)

Instructors:

Pauline Wade

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Kristi Shryock

office: ZACH - Suite 305 office hours: Wednesdays 1:00-2:00 pm

office: HRBB 719B office hours: Thursdays 12:30-1:30 pm

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Teaching Assistant:

Brett Boyer

office: ZACH - Suite 305 office hours: Mondays & Wednesdays 9:15-10:15 am

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Course Description and Outcomes

The purpose of the course is to introduce co-curricular experiences related to academic success, undergraduate research, and service in preparation for careers in research and technology leadership.

After successfully completing the course, the student will be able to plan how to take advantage of opportunities related to the areas above throughout their undergraduate career.

Course Prerequisites

Engineering honors membership

Course Required Books and Reference Materials

This course will use Rubin Education for some assignments. To set up an account, click on the link in [eCampus](#) labeled "Rubin Education," and then follow the instructions [here](#). Rubin access comes with a \$30 fee.

Class Schedule & Location

This course consists of seminars during the class meeting time & location shown above and others held at different times with some in different locations. Check the course website and piazza regularly to see if there are adjustments to the normal location.

Seminar Expectations:

1. Communication: Piazza will be our main form of communication. You are responsible for checking the course homepage and/or Piazza (including the day of the class for last minute changes). The link to sign up for our course in Piazza is <https://piazza.com/tamu/spring2020/engr181201>

Piazza is an online forum to post announcements and questions visible to all or only instructors. For any queries regarding grading or personal in nature, please post an "Instructor Only" question in Piazza.

If we use email, we will always send emails to your @tamu.edu email account. Please check this regularly.

We will also inform you of any seminars that WILL NOT count towards the attendance requirement for ENGR 181 but which we feel may be of interest or valuable to you (we will note which ones count for credit).

2. Follow the instructions for receiving credit (for a seminar and service activity), which require: (i) signing in at the **beginning** of the class using the link provided, signing out at the **end** of the class using a second link provided, and (ii) completing a short survey or assignment (when applicable).
3. Arrive on time and stay until the class ends. Sign in link will close at 3:55 p.m. and sign out link will open at 5:10 p.m.
4. DO NOT do other work or exhibit any inappropriate behavior that is not related and/or may disrupt the class (e.g., surfing the web, doing homework, sleeping), as this gives speakers a bad impression of our program and students. We reserve the right to ask you to leave class.
5. Monitor your class performance regularly using your eCampus account (<http://ecampus.tamu.edu/>) to access course information, assignments and

your grades. Any requests for adjustments for attendance, homework submission, etc. needs to be done within 1 week of the event.

How to Pass the Course

This course is credit-bearing. Earning a passing grade in this course is a program requirement for students wishing to remain in good standing in EH.

In order to pass the course you must satisfy all of the following requirements:

- Meet the seminar expectations outlined above
- **Attend and participate in a minimum of 12 seminars.** You are highly encouraged to attend all the seminars that you are able to, but must attend **at least the minimum number** to pass the course. In addition, four of the seminars will be “track sessions”, and you **must attend at least one track session**. For some of the seminars, Rubin activities or other homework will be assigned. If you attend a seminar **you must also complete its corresponding assignment to receive credit for that seminar.**

Note: Other opportunities to obtain a seminar credit may come up during the semester, and they will be either indicated on the [schedule](#), announced in class, and/or announced on Piazza.

- During the semester, we will do in-class group projects. When they are assigned, participation by each member of the group is required, including submission to eCampus.
- Unless otherwise noted in the assignment, all work is due by 11:59 PM of the due date. Work submitted late will not be accepted for credit without approval of instructor.
- In order to receive accommodations (like submitting over email) or an extension on an assignment due to a technical issue with any form of submission (e.g., eCampus is down), either the teaching assistant or one of the instructors needs to be made aware of the issue **via a private post on Piazza by 8:00am of the day** the assignment is due.
- **Attend 1 research seminar** offered in the college of engineering (or otherwise approved by one of the instructors), and [write a report on it, adhering to the guidelines and deadlines on the course webpage](#). These are due within one week of the seminar you’re writing about and will not be accepted later than April 29th, 2020 at 11:59 pm.
- **Participate in 1 service activity.** Opportunities will be listed on the course webpage in the EH website, Piazza, and/or will be announced in class.

Course Topics, Schedule*, and Tentative Assignments**

Week	Topic	Assigned Work
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1	Preparing for Career Fair	- Connect with EH on LinkedIn
2	*No class Attend Career Fair prep (resume clinic/mock interview) or company informational for attendance credit	- None
3	Social Media Do's and Don'ts	- None
4	Ethics & Etiquette	- None
5	Track Session 1	- None
6	Undergraduate Research	- Draft email to a professor
7	Grad School 101 + Fast Track	- Grad School timeline
8	Track Session 2	- None
9	Service Learning + EH Service Opportunities	- None
10	Track Session 3	- None
11	Email 101	- Networking email draft
12	Track Session 4	- None
13	Employability Skills	- Top 5 skills list from before & after the panel
14	Networking	- None

*See the [schedule](#) from our course webpage for a full list of events that count for credit. Listed above are the meetings we'll have during normal class time (Tuesdays 3:55-5:10)

**Assignments are tentative. More could be added to the list above.

Policies

Note: Any issue not addressed explicitly in this syllabus will be governed by the Student Rules (<http://student-rules.tamu.edu>).

Collaboration: For the assignments in this class, discussion of concepts with others is encouraged, but all assignments must be done on your own (copying is strictly forbidden), unless otherwise instructed. Reference every source you use, whether it be a person, a book, a paper, a solution set, a web page, or anything else. You **MUST** write up your assignments **in your own words**.

Academic Integrity: “An Aggie does not lie, cheat or steal, or tolerate those who do.” Students are expected to understand and abide by the Aggie Honor Code presented on the web at: <http://aggiehonor.tamu.edu>. No form of scholastic misconduct will be tolerated. Academic misconduct includes, but is not limited to, cheating, fabrication, falsification, multiple submissions, plagiarism, complicity, etc. These are more fully defined in the above website. Violations will be handled in accordance with the Aggie Honor System Process described on the website.

Attendance: TAMU policies regarding student attendance/absences are defined in [Part I, Section 7 of the TAMU Student Rules](#). In addition to those rules, the following policies will apply in this course:

- Excusing an absence that falls under rule 7.2.2.1 (Injury or Illness that is too severe or contagious for the student to attend class) will require a medical confirmation note completed by a healthcare provider with a contact phone number, no matter how long the student is out of class. For each excused absence you have on a class day (i.e. Tuesdays during the semester), your attendance requirement will be reduced by 1.
- An excused absence will be required for any day in which a graded assignment was due or exam was given for an extension or make-up to be issued.

Americans with Disabilities Act (ADA): Texas A&M University is committed to providing equitable access to learning opportunities for all students. If you experience barriers to your education due to a disability or think you may have a disability, please contact Disability Resources in the Student Services Building or at (979) 845-1637 or visit <http://disability.tamu.edu>. Disabilities may include, but are not limited to attentional, learning, mental health, sensory, physical, or chronic health conditions. All students are encouraged to discuss their disability related needs with Disability Resources and their instructors as soon as possible.