Instructor Information:
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(pronouns: he/him/his)
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Catalog Course Description: Exploration of key contemporary issues in the community college as these relate to the areas of developmental education, leadership and governance, state support, federal student aid, federal policies affecting higher education and community colleges, evaluation and accountability, professional development, leadership development, diversity and access.

Required Texts:


Resource Articles


Other readings as assigned.

**Class Meetings:** Online (UNT Canvas) and Zoom Meetings

**Office hours:** Tuesdays, 3:00 pm – 4:00 pm
Wednesdays, 2:00 pm – 5.00 pm
And by appointment

**Course Objectives:**

1. To understand and explain the major topics in contemporary scholarly literature regarding the civic engagement movement.

2. To critically examine selected conceptual and methodological issues presented in a limited number of recent scholarly publications on civic engagement.
3. To complete and submit (to a peer reviewed journal) a Journal Manuscript of publishable quality regarding a specific issue concerning civic engagement at the community college.

**Course Procedures:**

The course will be delivered in a module format with specific tasks listed for completion in order to complete the manuscript. Also, 5 Zoom meetings and continuing online discussion will be scheduled and organized by module. Each module will extend over a three-week period. The projected calendar for the modules is provided below. Modules will not open up until the assigned calendar date but, will then remain open for the duration of the semester. An essential assignment of the course is the completion and submission of a manuscript of publishable quality. Therefore, the course is organized primarily for individual-paced content and assessment.

**Learning Activity and Assessment:**

The sole deliverable for the course will be the timely completion of the components (outlines, drafts) and submission of a journal manuscript of publishable quality. The manuscript must address civic engagement at the community college and must present a scholarly examination of the literature and issues selected by the student. Manuscript organization, scholarly treatment of the issues, doctoral level analysis and synthesis, and strong writing are required.

**Grading and Evaluation:**

We are using a 100 point scale for the course. So, at the end of the course, 90 to 100 points will be an A; 80 to 89 points will be a B, 70 to 79 points will be a C. Please consult the 2017-18 Toulouse Graduate School Catalog for the kind of work associated with each letter grade (e.g., A = excellent, B = good, C = fair, etc.) for assignments and for the final course grade. There is one learning activity for the course – completion of a journal manuscript.

100 points: Completion and Submission of a Journal Manuscript on Civic Engagement at the Community College

100 points – TOTAL

**TURNITIN NOTICE:** Students may be required to submit written assignments for this class to Turnitin, a web-based plagiarism detection service. Before submitting your paper to Turnitin, please remove your title page and other personal information. (Instructions regarding using Turnitin will be covered in class)

**Academic Integrity & Academic Misconduct**

Academic Integrity is defined in the UNT Policy on Student Standards for Academic Integrity. Academic Dishonesty includes cheating, plagiarism, forgery, fabrication, facilitating academic dishonesty, and sabotage. Any suspected case of Academic Dishonesty will be
handled in accordance with University policy and procedures. Possible academic penalties range from a verbal or written admonition to a grade of “F” in the course. Further sanctions may apply to incidents involving major violations. The policy and procedures are available at: http://vpaa.unt.edu/academic-integrity.htm

Eagle Connect

All UNT students should activate and regularly check their EagleConnect (e-mail) account. EagleConnect is used for official communication from the University to students. Many important announcements for the University and College are sent to students via EagleConnect. For information about EagleConnect, including how to activate an account and how to have EagleConnect forwarded to another e-mail address, visit https://eagleconnect.unt.edu. This is the main electronic contact for all course-related information and/or material.

Student Perceptions of Teaching (SPOT)

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13 and 14 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the spot website at www.spot.unt.edu or email spot@unt.edu.

Equity and Diversity

As stated by the UNT Division of Institutional Equity and Diversity Resources https://edo.unt.edu/division-institutional-equity-diversity-resources at UNT, we are committed to the elimination of discrimination and harassment. UNT is also committed to institutionalizing the concepts of access, a positive campus climate, compliance (with relevant federal and state laws), cultural competency, cultural humility, diversity, equal opportunity, equity, inclusion, and inclusive excellence. In particular, please note that class rosters are provided to instructors with your legal name but without an identification of your gender. Because not all students use the name or sex/gender assigned at birth, I am happy to use the name and pronouns you use. We will take time during our first class to do introductions at which time you can share with all members of our learning community what name and pronouns you use. Additionally, if these change at any point during the semester, please let me know and we can develop a way to share this information with others in a way that is comfortable and safe for you.
Acceptable Student Behavior

Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.deanofstudents.unt.edu

Access to information – Eagle Connect

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UNT “Student Success”

UNT is committed to your success. The University has determined that the following behaviors increase your chances of succeeding:

• Show up
• Find support
• Take control
• Be prepared
• Get involved
• Be persistent

Observation of Religious Holy Days

If you plan to observe a religious holy day that coincides with a class day, please notify me as soon as possible.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading
information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about students’ records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University’s policy.

Sexual Discrimination, Harassment, & Assault

UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more. UNT’s Dean of Students’ website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: http://deanofstudents.unt.edu/resources_0.

Renee LeClaire McNamara is UNT's Student Advocate and she can be reached through e-mail at SurvivorAdvocate@unt.edu or by calling the Dean of Students’ office at 940-565-2648. You are not alone. We are here to help.

Disability Accommodation

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Office of Disability Access website at http://www.unt.edu/oda. You may also contact them by phone at 940.565.4323.

Updates and Revisions: When necessary to accomplish the objectives of the course and the goals of the Higher Education Program, changes to this syllabus may be necessary. Written advance notice will be provided.
Course Sequence and Schedule:

**Introduction (August 21)**

Zoom Meeting – August 21  
Course Introduction  
Review of Draft Syllabus

**Module 1 (August 26 – September 8)**

Core Concepts of Civic Engagement  
Democracy Continuum  
Foundational Texts... for our Class  
Reviewing Resource Readings  
Understanding the Course Objective  
*Submission of 1 page outline – by September 8*  
Zoom meeting on September 11 (4:00 to 6:00)

**Module 2 (September 9 – 29)**

Selecting a Topic  
Collecting & Organizing Literature  
Targeting a Journal  
Developing an Argument  
*Submission of 5 page outline – by September 29*  
Zoom meeting on September 25 (4:00 to 6:00)

**Module 3 (September 30 – October 20)**

Finding a good hook  
The sequence, the logic, the conclusion  
Ensuring you have not overlooked critical literature  
Ensuring your argument is reasonable  
Ensuring your argument is relevant to journal readers  
*Submission of first draft with headings and subheadings – by October 20*  
Zoom meeting on October 9 (4:00 to 6:00)

**Module 4 (October 21 – November 10)**

*Submission of final draft – by November 10*  
Zoom meeting on October 23 (4:00 to 6:00)
Module 5 (November 11 – December 1)

Incorporating feedback from the reviews
Feedback to you by November 24
Submission to a journal by December 9
Zoom meeting on November 13 (4:00 to 6:00)

Revised August 26, 2019